

# *Belton 'Works' Year in Review*

## *FY 2012 Annual Report*



**Jimmy Odom, Mayor**

# Public Works Department

## MISSION

Provide the safest & most reliable infrastructure & services possible for Belton residents, businesses, & visitors by questioning, listening, planning, & measuring results with a great deal of care.

## VISION

To be the best we can be at everything we do.



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Citizens of Belton:

I am very pleased on behalf of the Public Works Team to present this year in review. And what a year it was in this City, the U.S., and the World. There was the 10<sup>th</sup> anniversary of 911 and the end of the man that orchestrated it. There was the valiant efforts of the Japanese nuclear power plant workers that worked day and night to avoid disaster as a result of the tsunami. And then closer to home we witnessed lives lost and lives changed forever by an EF5 Tornado that hit Joplin. Belton workforces contributed to the initial response and recovery in Joplin, and it was heart warming to see so many respond to help in so many ways. All of those historical examples of human sacrifice and achievement make the accomplishments of this team seem relatively small but this team humbly went about its business in a very professional and diligent manner and is proud to say it is doing its best to provide the Belton community with great services.

This has been a year of foundation building and a year in which the team operated from its first ever Strategic Plan that provided enhanced focus to goals and priorities. As a result, key action items were completed like the creation of the Public Works Committee that is made up of citizens and is utilized as a resource to make sure the department is sensitive to the needs and desires of the community, and it also serves as an advisory body to the City Council. There were new initiatives like the cooperative street maintenance contract that can be used as an on-call contract and was very effective in stretching the voter approved bonds. The contract provides many benefits to the City and other cities in the area, but most importantly through increased efficiency.

As we all know, technology is advancing so quickly and it can be difficult to hang on and make good use of it, but the department has made some improvements that will significantly improve its asset management capabilities. The City's assets, particularly its infrastructure, are critically important to safe and reliable services, and is extremely expensive to maintain. The department will be able to track and forecast maintenance resulting in more cost-effective maintenance long term.

Public Works believes transparency is important to creating trust and confidence, and so the department is utilizing the City's website to provide information and

updates at a higher level. It is very proud of the new capital improvement program status page that we encourage the community to visit.

Two very important projects to the community were the 163<sup>rd</sup> Street Improvement Project to support economic development and the much less visible but extremely important Ultraviolet Disinfection-Wastewater Treatment Plant Project.

One of the highest and ongoing priorities this last year is the drinking water project. The City is currently in need of additional drinking water storage capacity and supply. Its current supplier, KCMO, is not able to consistently provide enough water to meet the community's needs and the City must have more storage capacity and pumping capabilities. The City is planning to add storage and has identified WaterOne of Johnson County Kansas to be the best long-term partner for the City in conjunction with KCMO. Work is ongoing but in the meantime, the department is prepared to confront potential summer challenges as a result of heat and dry weather and challenges associated with growth until the water storage and supply issues are addressed.

A water and sewer rate study was completed in March 2012 to establish the basis for rates that result in revenues adequate to fund the project and provide services in the most responsible and cost-effective manner possible. The water and sewer rate model will be evaluated and updated each year to be used to set rates accordingly.

The individuals that make up this team are of high character and have served the public with great integrity. There are many examples of personal sacrifice and achievement on this team and it recognizes that it exists for you, the customer. We thank you for your support and we welcome your thoughts, ideas, and yes, even your constructive criticism. We will continue to improve for you!

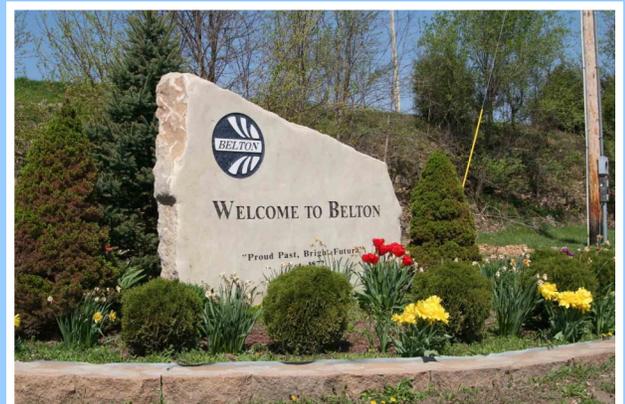
Sincerely,  
Jeff Fisher  
Director of Public Works



# Annual Report FY12

## VALUES

Leadership  
Integrity  
Trust  
Customer Service  
Teamwork  
Communication  
Positive Attitude  
Dedication  
Devotion



# Public Works Department



Don January



Karen Bienfang



Ron Raines



Mike Cochran



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# Employee Recognition

## *Employee Excellence Award*

Congratulations to Don January, Maintenance Worker II-Pollution Control, for being the first recipient of the Public Works Department Employee Excellence Award. Don was nominated by his peers for his excellent leadership and construction skills in transforming the Water Division building into the Water Division/Pollution Control Maintenance building. Great job Don!!

Congratulations to, Karen Bienfang, Assistant to Public Works Director, for receiving the Employee Excellence Award. Karen exemplifies 'strong work ethic' & is crucial to the everyday business of the department and manages her work very well. She is a great asset to the team and the community!

Congratulations to Ron Raines, Public Works Inspector, for receiving the Employee Excellence Award. Ron was nominated for his outstanding customer service during completion of several capital improvement projects last year. Great work Ron!!

Congratulations to Mike Cochran, Chief Mechanic, for receiving the Employee Excellence Award. Mike was nominated by his peers for his outstanding work ethic and positive attitude. When a vehicle or piece of equipment breaks down, Mike has always been there with determination to make the repairs in a timely manner. He is the type of employee we all strive to emulate. Congratulations Mike!!!!

*You can not fail if you resolutely determine that you will not—Abraham Lincoln*

## ***Best Wishes***

December 20, 2011 was the last working day for Sewer Maintenance Foreman, Neal Honderick, who loyally served the city for 28 years. Neal's official retirement date was January 17, 2012. In addition, the Pollution Control Division celebrated retirement for a treatment plant operator, John Clawson who served the city for 11 years. John also retired on January 17, 2012. Thank You Neal and John for your friendship and many years of dedicated service to the City of Belton.

## ***Golden Manhole Society***

Each year at the Annual meeting of the Missouri Water Environment Association individuals, both field and management personnel, are inducted into the Golden Manhole Society in recognition of their contributions to Sanitary Sewer Collection Systems Operations and Maintenance activities. This year's inductee was Joe Don Harrell. Congratulations!!

## ***Field Supervisor Excellence Award***

The KC Metro Chapter of the American Public Works Association recognized David Frazier with its annual Field Supervisor Excellence Award in December 2011. He is a great example and represents the department and the City in a very professional manner. We are very proud of David and the Street Maintenance team for the work they did last winter and the work that was done with the voter approved street maintenance bonds in 2011.

## ***New Employees...New Ideas!***

The Public Works Department/Street Maintenance Division would like to welcome Taylor Good to the team. Taylor brings an energetic and willingness to learn attitude that will truly benefit the division.

Zach Matteo, Assistant City Engineer, joined the Public Works team in July. He is a graduate of Michigan State with previous experience in storm water, sanitary sewer, and water distribution. Zach is tasked with many job duties and we are excited to have him as a member of the team!

# Annual Report FY12



Neal Honderick



John Clawson



Joe Don Harrell



David Frazier



Taylor Good



Zach Matteo

# Public Works Department

## GOALS

Create the most efficient, effective, and professional Public Works Department possible

Improve public confidence in Public Works

Create long term financial sustainability in Public Works

Achieve accreditation from the American Public Works Association (APWA) with 100% full compliance



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# Administration

Jeff Fisher—Director

Karen Bienfang—Assistant to the Director

Ryan Vaughan—GIS/IT Specialist

## Public Works Committee

Public Works services are essential to a high quality of life for Belton citizens. The department is responsible for a large budget and subsequently believes stakeholder input to be very valuable to its success. To that point, the Mayor



appointed the following

citizens to the newly created Public Works Committee (PWC): Steve Bennett (Ward 1), Chris Stewart (Ward 2), Randy Hendricks (Ward 3), Kevin Fox (Ward 4); and Councilman Kim Cooper is serving as its liaison. The PWC is a citizen advisory committee to public works staff and the City Council.

## First Annual Citizen Appreciation Fair

The first Annual Citizen Appreciation Fair was held May 12, 2011, at Wallace Park and was well received with roughly 400 citizens in attendance. The rain clouds held off and everyone enjoyed a free hotdog, chips and a drink, raffle prizes handed out by Mayor Odom, and the bounce house. Many students of the local second grades participated in the public works coloring contest, and the top five received prizes. The Water Division's cross section of a fire hydrant and Pollution Control's hands-on microscope with a bacteria slide demonstration are examples of some of the educational components. Pamphlets were handed out by City staff as well as some of the City's engineering partners pertaining to stormwater management, street maintenance, and backflow. Many different pieces of equipment were on display from Public Works, Fire and Police. All the other City departments were available to discuss or demonstrate their services.

## *Exciting Future on the Horizon with Cartegraph & GIS*

Since June 2011, city staff has been utilizing Cartegraph software to assist in the management of assets, equipment, labor, and allocation of work. Cartegraph provides a centralized location for all of the relevant data to be stored and can be accessed by any City employee with access to the program. As a result, employees are able to more easily track and communicate information. In addition, Cartegraph has the capability to sync with the city's Geographic Information System (GIS) to provide a visual representation of the information available in Cartegraph. GIS is a powerful tool that the City of Belton uses to map and analyze data to provide assistance to city employees.

In the near future, the city will begin using mobile GIS programs to aid in the visualization and collection of GIS data in the field. In addition, web-based GIS applications will soon be implemented that will allow GIS to become available to everyone, city employees and citizens alike. A rudimentary example of web GIS implemented by the City of Belton in the last year is the redesigned Capital Improvement Projects webpage on the Belton website. In the future, online GIS applications will become more numerous and more robust.

## *Ready for the Next Level*

Ben McCabe was promoted to City Engineer in May 2011. Ben started with the City in May 2008 as the assistant city engineer. After graduating from the University of Missouri-Rolla in 1998 where he received his Civil Engineering Degree, he began working for MoDOT leading design teams in the development of roadway construction plans and construction inspection. As the City Engineer, Ben's duties include managing the engineering division, capital improvement program development, managing capital improvement projects, development review, and coordinating the Accreditation process. He is currently working on his Master's degree in Public Administration through the University of Nebraska-Omaha.



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## Administration & Engineering



## First Annual Citizen Appreciation Fair May 12, 2011

# Public Works Department



163rd St (Y-Hwy)



Apple Valley Pond



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# Engineering

Ben McCabe—City Engineer

Zach Matteo—Assistant City Engineer

Ron Raines—Engineering Technician

## *163rd Street Widening*

The City of Belton has enhanced the 163rd Street corridor by widening the existing roadway. Street lights, traffic signals, sidewalks and hiking paths are installed to provide access for pedestrians. This project reduces congestion by widening the road to four lanes for one half mile between Turner Road and M-58 and was completed in conjunction with the private construction of a Price Chopper supermarket.

## *Baldwin Street Sewer*

Sanitary sewers on Baldwin Street between Mill Street and W North Ave. (State Route 58) were replaced under the Baldwin Street Sewer Repairs project. In addition, four manholes were rehabbed and a storm sewer under Baldwin Street was replaced as part of this project. JM Fahey Construction of Grandview was the City's construction contractor for this project. Superior Bowen repaired and resurfaced Baldwin Street at the completion of the sewer repairs to provide a smooth finished project.

## *Apple Valley*

The Apple Valley Storm Drainage Improvements Project was designed to alleviate flooding issues in the Apple Valley Subdivision. A retention pond in Memorial Park was constructed to collect stormwater runoff during rainfall events. Construction of the stormwater components of this project is complete, and amenities will be completed by summer of 2012. Overall design and construction of the amenities for the pond are a result of a cooperative effort between the Public Works and Parks Departments.

*Did you know—Belton was incorporated in 1872*

# Extremely Important!!!

The City is currently in the process of developing a Stormwater Master Plan. The Final Master Plan will provide a summary of all findings and recommendations and will culminate into a comprehensive recommended action plan to address the City's immediate and long range stormwater needs. The action plan will include capital improvement projects, land use planning and policy modifications, maintenance efforts, and public outreach and education programs. Olsson Associates has been contracted by the City to develop the Stormwater Master Plan and a final report is anticipated in the summer of 2012.

## Capital Improvement Website

The team has developed a capital improvement project status webpage. The page provides information on all active CIP projects, including a description, contact information, anticipated schedule, and estimated project costs. The webpage is available at the following address:

<http://www.belton.org/index.aspx?NID=335>

## East Cimarron & Markey Meadows

The East Cimarron & Markey Meadow Sanitary Sewer Improvements Project is an upgrade to the sanitary sewer system from the East Cimarron subdivision to 155th Street at the Belton City limits. Two pumping stations in the Markey Meadow subdivision will be removed, & sewers in this subdivision will be connected to a new sewer as part of this project. Havens Construction of Liberty is the City's construction contractor and the project & construction will continue through the summer. The project will alleviate existing issues & prepare this area of the City for future growth.

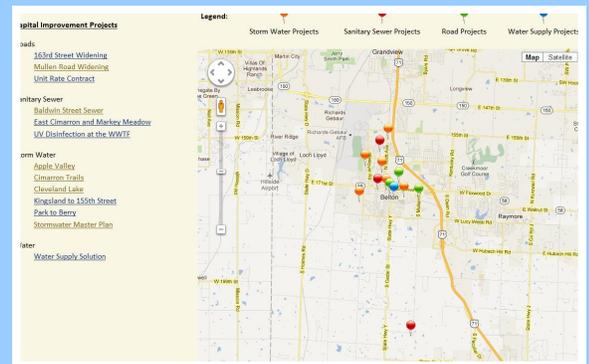
## Cimarron Trails

The Cimarron Trails Storm Drainage Improvements Project alleviates stormwater concerns in the Cimarron Trails Subdivision. The project includes the installation of high-density polyethylene (HDPE) storm sewers, reinforced concrete pipe (RCP) storm sewers, & grading for a flat bottom ditch on the east side of Markey Park. This project was made possible by securing an additional \$400,000 grant from the Community Development Block Grant (CDBG) program. Construction completion is anticipated in the spring of 2012.

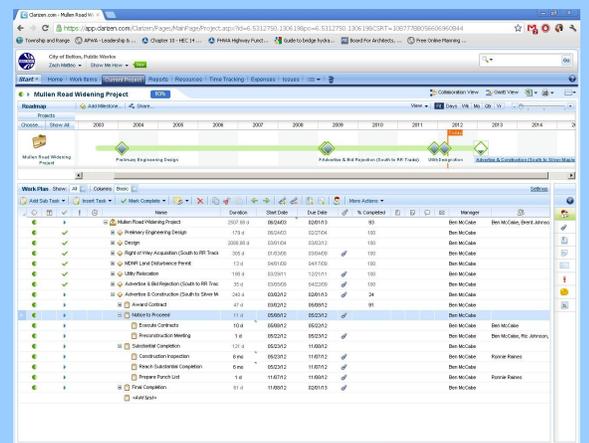
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## Storm Water Master Plan



## Capital Improvement Website



## Project Progress on CIP Website

# Public Works Department

## PRIORITIES

To safely and efficiently convey and treat wastewater in a manner consistent with state and federal regulations in order to protect the health and wellbeing of our citizens, community and environment.

## SYSTEM ATTRIBUTES

- Extended air, activated sludge wastewater treatment plant with a hydraulic design capacity of 2.27 mgd (dry weather) or 7.70 mgd (peak hourly flow)
- 677,087 feet of sanitary sewer pipe
- 2,714 manholes
- 8 lift stations



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# Pollution Control

*(now Water Services Division)*

Dennis Hudson—Superintendent

Rex Olinger—Chief Operator (treatment plant)

Randy Braun—Operator II (treatment plant)

Tom Tucci—Operator II (treatment plant)

Ivan Everett—Maintenance Worker II (field maint)

Joe Don Harrell—Maintenance Worker II (field maint)

Don January—Operator II (field maint)

Marty Schien—Operator II (field maint)

Mike Willson—Maintenance Worker II (field maint)

Linda Beard—Administrative Assistant

## *Environmental Commitment*

The City of Belton Public Works Department held a Grand Opening ceremony and plant tour for the new UV Ultraviolet) Disinfection Facility March 29, 2012, at Belton's Wastewater Treatment Facility. As part of the new permit limits issued through the EPA's National Pollutant Discharge Elimination System (NPDES) permit program, the Belton Wastewater Treatment Facility was required to install an ultraviolet disinfection system. This project was funded by a \$3.5 million bond measure that passed in November 2009.



The purpose of the system is to sterilize or kill fecal and ecoli bacteria preventing them from populating the waters of Missouri. This is accomplished by exposing effluent water to UVC light prior to sending it to

the receiving stream. Bacteria are killed or their DNA is so severely damaged, the bacteria cannot reproduce.

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## *Statistics*

- 168,079 feet of pipe cleaned
- 61 responses to sewer backup calls
- 366,446,000 gallons of wastewater treated by Belton's Wastewater Treatment Plant
- 564,513,000 gallons of wastewater treated by Little Blue Valley Sewer District
- 128.9 dry tons of sludge produced by Belton's Wastewater Treatment Plant
- 43.9 inches of rainfall recorded at Belton's Wastewater Treatment Plant



# Public Works Department

## PRIORITIES

Continually seek ways to deliver the highest quality services with the most cost effective solutions and take measures that will meet or exceed expectations

Improve performance by enhancing the skills, knowledge, and abilities of our employees

Ensure all employees are healthy, safe, and secure in the workplace

## SYSTEM ATTRIBUTES

- 286 lane miles
- 48.15 miles of storm sewers
- 3,320 signs



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# Transportation

David Frazier—Superintendent  
Donald Bays—Foreman  
Gary Dupus—Equipment Operator  
Gale Lawson—Equipment Operator  
Tim Kuykendall—Equipment Operator  
Paul LePage—Street Worker I  
Jeff McRoy—Street Worker I  
Josh Loehr—Street Worker I  
Paul Ngo—Street Worker I  
Randy Elkins—Street Worker I  
Steve Eatinger—Street Worker I  
Taylor Good—Street Worker I  
Jaime Crow—Administrative Assistant

## *New Salt Storage Facility*

This past September, the City Council approved the purchase and construction of

a salt storage facility. This 40' x 60' building will store approximately 900 tons of winter materials and gives the division the ability to store these materials without impacts from the



weather. Maintenance crews did a great job in preparing the site and constructing the floor and foundation for the installation of the building itself. The total cost to complete the building was \$39,400.

## *2011/12 Winter Weather...Or Not*

This past winter was one of the warmest on record and one, which resulted in the least amount of snow for a winter season. In total, Belton received three storms (if you can call them storms) for a total accumulation of 2.25". To compare, the 2010/2011 winter season received 29.5" of snow with one storm giving us 16".

- The total cost to treat the three storms was \$28,034.
- The total cost to treat the 2010/2011 winter was \$133,828.

## *Stretching Public \$*

On March 22, 2011, the Council approved the Unit Rate Price Contract (URPC) and partnered with Superior Bowen Asphalt Company to complete an extensive overlay program and a curb and sidewalk replacement program. The funding for these projects was overwhelmingly approved by the voters in November 2010. Work began in early May and was completed on time and within budget.

The URPC proved to be a unique tool when planning for these projects associated with the bond issue. This contract covered every maintenance technique with unit rate pricing thus saving staff and bidding time. In the past, each project would have been bid and approved individually.

- Street Preservation / Overlay \$2,078,654  
Completed approximately 27 lane miles
- Curb Replacement \$509,134  
Completed 19,484.50 linear feet
- Sidewalk Replacement \$221,099  
Completed 26,217.75 square feet
- Street Preservation / Slurry Seal \$309,884  
Completed 90,875 square yards
- Street Striping \$31,597

## *Statistics*

- 2,936 potholes repaired
- 99.82 tons of asphalt used for potholes
- 1,465.52 tons of asphalt used for patches
- 159 signs repaired and replaced
- 435 storm drains cleaned
- 2,800 pounds of crack seal material used
- 334 cubic yards of debris moved while sweeping performed twice a year
- 320.2 tons of salt and sand used
- 3,900 gallons of salt brine used
- 294 vehicles at spring clean-up days

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# Public Works Department

## PRIORITIES

Provide quality and safe drinking water.

Provide needed supply for fire protection.

To be the most efficient, effective, and professional team.

## SYSTEM ATTRIBUTES

- 129 miles of water line ranging from 2 in to 16 in
- 2,761 water gate valves
- 7,929 meters—read once a month
- 1,070 hydrants
- 2 pump stations
- 2 water towers
- 1 reservoir (ground storage tank)



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# Water Maintenance (now Water Services Division)

Monte Johnson—Superintendent

Don Tyler—Foreman

Todd Ballou—Equipment Operator (field maintenance)

Rick Doak—Equipment Operator (field maintenance)

Matt Jackson—Water Worker I (custodian)

Gerold Stephens—Water Worker I (field maintenance)

Tommy Dempsey—Water Worker I (field maintenance)

Kyle King—Water Worker I (utility line locator)

Brian Flickinger—Water Worker I (customer service rep)

Kenny Claybough—Water Worker I (field maintenance)



## Water Conservation Tips

You can play a role in conserving water and save yourself money in the process by monitoring the amount of water your household is using & by looking for ways to use less. Here are a few tips:

- Automatic dishwashers use 15 gallons for every cycle
- Turn off the tap when brushing your teeth
- Check every faucet in your home for leaks
- Check toilets for leaks by putting a few drops of food coloring in the tank. Watch for a few minutes to see if the color shows up in the bowl

## Community Spirit

In support of Belton schools, all hydrants near the schools are painted with the purple and yellow of the Pirates.

## ***Maintaining the System***

During the past budget year, the water division has been active with several preventative maintenance programs to help insure our water system is safe & reliable. As our water system continues to age and our water demand or needs continue to grow, these programs help us determine items that need to be repaired before emergencies occur. These programs have been used during the past several years, but because of the warmer winter, many of these programs were completed for the first time in the same year.

These programs consist of fire hydrant inspections, fire hydrant replacement, water valve exercising and inspections, water system flushing, & meter pit service updates. General infrastructure repairs were also performed because of aging water mains & soil shrinkage due to drier weather. The water division is committed to provide the best service and best quality drinking water at all times. With the help of a dedicated team of public works professionals, we are here to be the best for all.

## ***The Inspection***

Every three years the water division is inspected by the Missouri Department of Natural Resources (MDNR). This inspection is to make sure the water division is operating and following all drinking water guidelines to insure the best water quality for its customers. The water division was inspected on March 28, 2012, and we are proud to report that it was a great success.

## ***Statistics***

- 1.2 billion gallons of water pumped
- 57 waterline breaks repaired
- 1,070 fire hydrants inspected
- 19 water taps (new services)
- 344 valves inspected
- 57 end of main flush points
- 1,517 Missouri One Call Locates

# Annual Report FY12



# Public Works Department

## PRIORITIES

Provide vehicle maintenance services to all city departments in a safe, efficient, and timely manner.



## SYSTEM ATTRIBUTES

- 112 vehicles
- 29 pieces of equipment
- 385 repairs completed



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# Vehicle Maintenance

Mike Cochran—Head Mechanic

Gary Smith—Assistant Mechanic



## *Keeping Us Going*

The Vehicle Maintenance operation within the Public Works Department is responsible for maintaining the entire fleet for the City of Belton. It is staffed with two dedicated mechanics that have nearly 45 years of experience in the automotive repair industry. We look forward, in the upcoming year, to improving our customer service with new technology.



# A Look Into the Future

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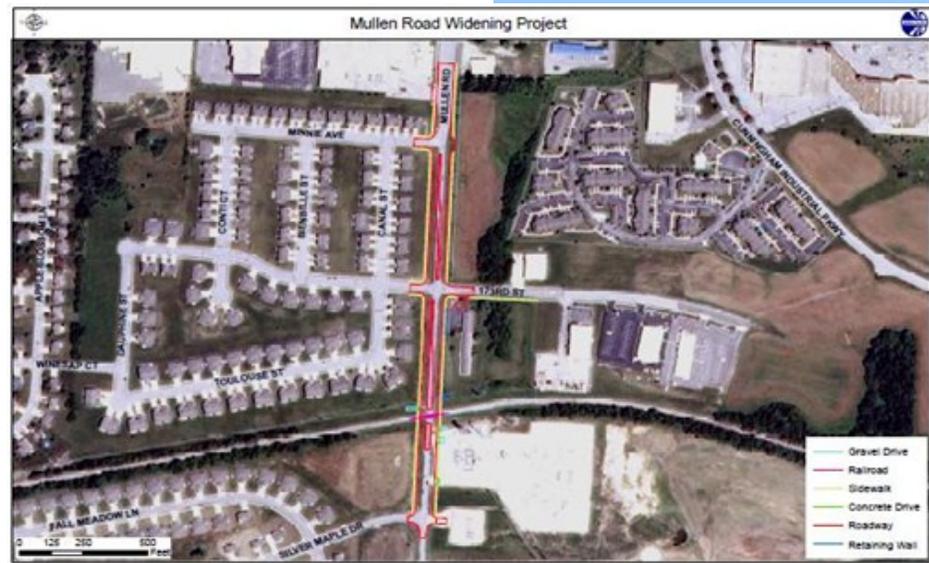
## Major Projects:

- Mullen Road Improvements—2012
- Park to Berry—2012 (stormwater)
- Entire Street & Sidewalk Condition Assessment-2012
- Storm Water Master Plan—2012
- Cleveland Lake Project—Starts 2012 & Ends 2013 (stormwater)



## Initiatives:

- Long-term drinking water source
- Develop a Water Conservation Policy
- Design of Wastewater Treatment Plant Improvements
- Markey Parkway
- Development of Standard Plans & Specifications for Capital & Development Projects. These will be made available to the public via the City's website
- Expansion & improvement of the website
- Development of citizen participation programs such as Adopt-A-Street & Adopt-A-Stream
- Streamlining the development review process
- American Public Works Association (APWA) accreditation



# Public Works Department



Assisting After Joplin  
Tornado May 2011

## CITY COUNCIL

### Ward 1

Kim Cooper

Scott VonBehren

### Ward 2

Jeff Davis

Justin Neff

### Ward 3

Albert Hoag

Everett Loughridge

### Ward 4

Gary Lathrop

Tim Savage



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**Public Works...**  
**Always There For You...**  
**every DAY...every HOUR...**  
**every MOMENT**

## *Public Works Contact Information:*

### **Admin & Engineering: 331-4331**

Karen Bienfang, Assistant to Director  
kbienfang@belton.org

Jeff Fisher, Director of Public Works  
jfisher@betlon.org

Ben McCabe, City Engineer  
bmccabe@belton.org

### **Transportation: 331-9455**

Jaime Crow, Administrative Assistant  
jcrow@belton.org

David Frazier, Transportation Superintendent  
dfrazier@belton.org

Don Bays, Transportation Foreman  
dbays@belton.org

### **Water Services: 322-1885**

**Pollution Control & Water Division have combined into one  
division**

Linda Beard, Administrative Assistant  
lbeard@belton.org

Chuck McCulloh, Water Services Manager  
cmcculloh@belton.org

Don Tyler, Foreman  
dtyler@belton.org

**Website: [www.belton.org](http://www.belton.org)**

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