



ANNEXATION QUESTIONS AND ANSWERS



ANNEXATION PROCESS

1. Why is the City pursuing Annexation now?

The City of Killeen has maintained a water and sewer master plan since 1997 that has been reviewed annually and updated as required. This plan was initiated in response to the rapid growth rate that the City has experienced. As an example, since 1990, the growth rate has been approximately 59%. While growth is desirable, the increase in population consumes the capacity in water and wastewater systems. The purpose of the master plan is to identify the needs of the utility systems to accommodate future growth and recommend a process to provide the improvements to meet those needs, addressing both cost and timing. The City Council of Killeen has directed staff to coordinate annexation planning with water and wastewater master planning. This annexation is intended to reflect such direction.

2. How did the City of Killeen provide property owners notice of annexation and notice of public hearings?

The City of Killeen sent letters of notification to each property owner (per tax rolls) and public and private entities who are service providers in the area to be annexed on April 8, 2005. Additionally, notice of public hearings was provided to the Killeen Daily Herald, posted on the City's website and provided to the School District.

3. Is it permissible for Killeen to annex 1.947 square miles in 2008?

Yes. The City of Killeen is currently 45.09 square miles. Municipalities may annex up to 10% of their area. Any amount of the 10% not used can be carried over to the following year to a maximum of 30% of the municipality's area.

4. On what day did the City of Killeen amend its annexation plan?

On January 11, 2005, by Ordinance 05-01, the City Council amended the Annexation Plan and began the annexation process.

5. How will City of Killeen services be provided to the annexation area?

City services to the annexation area will be provided as prescribed by the Annexation Service Plan. A draft plan is available on the City of Killeen website at www.ci.killeen.tx.us. The draft plan is divided into two parts – tax based services and rate based services. Tax based services are those services that are financed by tax revenues, such as police and fire protection, maintenance of roads, and land management services. These services begin immediately after an annexation ordinance is adopted. Rate based services are those services which citizens acquire by paying a fee; such as water, sanitary sewer and solid waste pick-up. The cost of rate based services is directly related to



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the cost of providing the service. Citizens do not pay a fee for a rate based service until they are connected to that service.

TAX BASED SERVICES

Tax based services are those services that are financed by tax revenues, including: Public Safety (Police and Fire Protection); Maintenance of Roads, Streets, and Lighting; Maintenance of Parks and Recreation Facilities; Maintenance of Publicly Owned Facilities or Buildings; Inspection Services; Land Use Management; and Other Services (library, municipal court, general administration services).

6. When will residents in the proposed annexation area start paying City of Killeen taxes, assuming a January 2008 annexation?

Per the Bell County Tax Appraisal District, property taxes for properties in a municipality are computed on properties within the municipality as of January 1st. The first tax bills which will include City of Killeen property tax will be sent out and should be received on October 1, 2009. The bill will be based on properties in the City limits as of January 1, 2009.

7. If annexed, how will City, County, KISD, etc., taxes be computed and how will the appraised value of my property be affected?

The appraised value will not be impacted by annexation. The Bell County Tax Appraisal District appraises all property within Bell County. That appraised value is used in the computation of taxes due to each taxing entity.

Tax rates are set by each taxing governmental entity. The following are the FY 2006 tax rates that apply within Bell County.

TAXING ENTITY	TAX RATE
Killeen Independent School District	\$1.5583
City of Killeen	\$0.6950
Bell County	\$0.3465
Bell County Road District	\$0.0295
Central Texas College	\$0.1460
Clearwater U.W.C.D.	\$0.0044

The formula used for computing the tax rate is as follows:

Assessed value ÷ 100 x tax rate = Property Tax. The tax rate is based on a tax cost per 100-dollar increment of assessed value. Improvements to the land are assessed based on the value of the improvements.



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8. Is it possible for the City to provide tax relief to citizens in an annexed area similar to the manner in which it provides tax relief to businesses to entice them into the area?

The tax relief that the City extends to businesses is referred to as tax abatement. The City provides no tax abatement to private residences. To qualify, a business must be within a designated Enterprise or Reinvestment Zone, create a minimum of 10 jobs, and the business project must increase the property value by 300%. Businesses that are initially established or expanded in the proposed annexation area subsequent to annexation that meet these criteria may apply.

9. What parts of the City are “comparable” to the area being annexed from the standpoint of providing police and fire protection with the same level of service now being provided to “other comparable areas of the city?”

Police and Fire protection is a tax based service and this service will be extended to the proposed annexation area immediately upon annexation. The level of service that will be provided will be equal to the rest of the City. Response times for these services will be a function of the urgency of the call and the specific location of an emergency response vehicle at the time the call is received.

10. Once the area is annexed will fire services be enhanced?

Yes. At the current time the Killeen Fire Department responds to the area under a mutual aid agreement that requires the City to send one fire engine to a structure fire. After annexation, in addition to fire suppression and emergency medical service, hazardous materials mitigation, construction plan review, inspections, emergency management planning and emergency prevention and public education services will be provided. Although the City oftentimes sends more than one fire engine to structure fires, we are not required to by the terms of the agreement. Once the area is annexed we will automatically send full standard structure fire assignments into the area. A full structure fire alarm gets three fire engines, two ambulances, one rescue truck and a command officer.

11. What is the current, average time for the Killeen Fire Department to have presence at the scene of a fire when called by a citizen?

Residents in the proposed annexation area have been receiving fire protection services from the City of Killeen, the Southwest Bell County Volunteer Fire Department, and in a few cases the Harker Heights Fire Department, for an extended period of time as a result of a Bell County Mutual Aid Agreement. The average response times have historically been five to seven minutes for the first arriving units. It is anticipated the proposed annexation will not change the Fire or EMS emergency response times. The City currently responds to this area from Fire Station #6 located on Elms Road. Fire Station #3 located on Twin Creek Road provides backup support to Fire Station #6. The entire proposed annexation area is within the West Bell County Water Supply Corporation Certificate of Convenience and Necessity Service Area. This is a rural water system that provides water for drinking but not necessarily for fire protection. The City of Killeen can transport water to the site of any fire that occurs in an area where fire hydrants are not installed. The Killeen Fire Department has access to water tank equipment through mutual aid agreements with Bell County Fire Departments and Fort Hood. This is the same fire water delivery system that has been in service for the subject area.



12. Are there any plans in the works to build a fire station closer to the area being annexed?

The City currently has a station location study underway that is scheduled for completion in December 2005. The City anticipates that the study will recommend the development of a fire station in the southern portion of the City. The exact recommended location will not be known until the completed study is received. The current estimated completion date for the new fire station is early 2007.

13. How will fire hydrants in the annexation area be maintained?

Fire hydrants in the annexation area may be either privately owned or publicly owned by the servicing water company. Fire Hydrants owned by the West Bell County Water Supply Corporation (WBCWSC) will continue to be maintained by WBCWSC until the City of Killeen purchases the WBCWSC water infrastructure. After that purchase, the former WBCWSC fire hydrants will be inspected and maintained annually by the City of Killeen Fire and Water Departments. Privately owned fire hydrants that exist in the annexation area are private property and will remain private property after annexation.

14. Once the area is annexed will emergency medical services be enhanced?

Yes. The City currently provides ambulance service to the area under a mutual aid agreement with Bell County. Under that agreement the City is not required to provide first responder support for ambulance crews. The City dispatches 'first responder support', defined as an additional vehicle(s) staffed with Emergency Medical Technicians, to aid in certain critical situations. In some situations, the City will send fire engines with an ambulance to insure adequate personnel arrive on the scene to handle the emergency. After annexation, County EMS calls that were not guaranteed to receive first responder assistance will automatically be dispatched with first responder assistance in accordance with the level of service equal to the rest of the City.

15. How often do you provide ambulance service into the area currently?

Ambulance billing records indicate that we have made 139 ambulance calls into the proposed annexation area during the last three budget years. That equals an average of 3.86 calls per month and 46.33 EMS calls per year.

16. What is the current, average time for the Killeen Police to have presence at the scene of trouble when called by a citizen?

The response time for an individual call is based on the priority of the call, traffic congestion and location of the nearest unit when the call is received. The City of Killeen average response time for an emergency call is approximately three minutes. Routine calls are responded to as expeditiously as possible within existing circumstances when the call is received.



17. What are the fees to register all the usual non-neutered pets?

Live stock such as cattle, horses, poultry, etc. do not require a license nor do caged birds, aquatic, amphibians or small animals normally confined to a cage or terrarium. Unneutered dog and cat license fees are \$10.00 per year. The service plan will propose to waive those permit fees for a period of one year. There is no fee to license neutered dogs and cats.

18. Will the City of Killeen respond to stray or dumped animal calls?

Yes. Animal control is a tax-based service and this service will begin immediately.

19. Will dogs in annexation area have to be restrained?

Yes. All animals – dogs, cats, horses, fowl, sheep, cattle, etc. – must be kept under restraint. Such a restraint includes; secured within a building, inside a fence or secured by a leash or in the immediate presence of the owner or family member while on the owner's property. "At large" animals are defined as those off the premises of the owner. At large animals are not permitted.

20. Will the City of Killeen install required traffic control signals in the proposed annexation area?

Yes. All local authorities desiring to install traffic control devices must comply with the Texas Manual on Uniform Traffic Control Devices. This manual requires the local authority perform a comprehensive engineering investigation of traffic conditions and physical characteristics of the location to determine the necessity for a traffic control device. A traffic control device may be installed only if justified by engineering study.

21. What transportation capital improvement projects are planned for the proposed annexation area?

Widening of West Trimmier Road from FM 3470 (Stan Schlueter Loop) to Stagecoach Road, in accordance with the Thoroughfare Plan, is planned. This road will have a sidewalk. Onion Road and other streets in the proposed annexation area will become a part of the regular street maintenance program.

22. What is the Street Maintenance Program?

City of Killeen staff conducts annual pavement condition studies in order to assess the need and type of maintenance and/or corrective actions needed for each street in the City. Based on the condition assessment, the Annual Street Maintenance program is developed. Street condition levels are dictated by City Council guidance. The funding requirement for a fiscal year is predicated on Council guidance and the effort to either bring streets up to the level of maintenance, or preventive maintenance needed to prolong street life and reduce future maintenance costs. When the budget is adopted by the City Council, the final maintenance program is developed and staff prepares to initiate the appropriate activities to meet the program requirements.



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23. Will residents of the proposed annexation area be able to continue using their land in the manner it is currently being used?

Yes. Legal land uses in effect at the time of annexation may be continued until voluntarily removed or discontinued for a period of one year. If such land use is determined to be non-conforming, it may not be expanded. The owner should request a non-conforming Certificate of Occupancy inspection from the Permits and Inspections Department to document the existence of the non-conforming land use. There will be no fee for this inspection.

24. Will residents of the proposed annexation area be able to retain the number and type of animals they currently have?

The City of Killeen Animal Ordinance provides that no person shall possess, keep or permit to be kept, or have care, custody or control of any livestock, swine, or fowl within the city EXCEPT as provided herein or by the city's zoning ordinances. The City's zoning ordinance does permit these types of animals in areas zoned Agriculture (A) and Agriculture Single-Family Residential (A-R1). Animals may be kept in other residential districts provided the animal is not housed within 100-feet of any property line. Small animals such as rabbits, guinea pigs, white rats, white mice and hamsters shall be located at the minimum distance of fifty (50) feet from every building or structure used for sleeping, dining, or living, except the home of the animal's owner. Residents in the proposed annexation area will be invited to attend public hearings and make their desires known before the initial zoning is assigned to their property. The City does have a dog/cat pet license requirement. There is no fee to license a neutered pet.

25. Will residents of the proposed annexation area be required to obtain building permits to build a barn or feeding pen on agricultural land?

Yes. The City of Killeen has adopted the 2000 International Building Code. That code requires a permit before any construction, alteration, enlargement, or demolition of a building or structure. Also, residents should check with the City's Building and Inspections Department to determine if a floodplain development permit will be required.

26. Are there utility construction standards unique to the City of Killeen which will impact on property owners in the proposed annexation area who are making home improvements?

No. The connection to the water distribution system is through a water meter. Generally, a 3/4 inch service line is used for a residence. Water meters can be sized to meet the customers need. Similarly, sewer collection system taps are usually four inches.

27. Do you need a "business license" for animal kennels in the area to be annexed?

The City of Killeen does not license businesses, but an animal vendor license may or may not be required. If you breed, board or sell dogs out of your residence, you would be required to be licensed as a vendor under the animal control ordinance. However, you could be grandfathered as a non-conforming use unless you meet certain conditions (such as ceasing operation for a period greater than one year).



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28. Can residents have garage sales and conduct outside burning?

Yes. Both of these activities are permitted activities. Garage sale permits are obtained at City Hall, and requests for burning permits should be taken to the City of Killeen Fire Department. The City does not have a fee for burning permits. The City proposes to waive fees for garage sales for a period of one year after annexation.

29. What is the limitation, if any, on the number of garage sales that a household may have during a year?

The City of Killeen Code of Ordinances provides for two permitted garage sales per 12-month period. The service plan will propose to waive those permit fees for a period of one year.

30. Can the residents of the proposed annexation area still hunt on their property?

Current City ordinance allows hunting with a permit. There is no fee for the permit and applications should be submitted to the City Manager's Office. This ordinance is currently under review.

RATE-BASED SERVICES

Rate based services are those services which citizens acquire by paying a fee, including Solid Waste Services and Maintenance of Water and Wastewater Services.

31. When does the City of Killeen Water and Wastewater Master Plan include projects for the proposed annexation area?

The City of Killeen is financing the construction of a \$26 million dollar wastewater treatment plant to the southeast of the city limits. Additionally, \$21 million dollars of Capital Improvement Projects are currently under design and construction. These major investments, which will support the needs of the proposed annexation area, are scheduled for completion before 2007. These improvements may make city services available to residents in the annexation area who wish to connect to city services at their own expense. Additions to the system will be made in the Bond programs currently proposed for 2007 and 2010. If a significant change in land use or population density was to occur, then such change could justify advancing the Master Plan timetable.

32. Will residents in the proposed annexation area be provided City Water and Sewer Service?

Water and sewer services are rate-based services which citizens acquire by paying a fee. The cost of rate-based services is directly related to the cost of providing the service. Under the proposed Service Plan, the City will provide water service by working with West Bell County Water Supply Corporation (WBCWSC) to permit current WBCWSC customers to remain WBCWSC customers until the City of Killeen acquires the WBCWSC infrastructure and transfers former WBWCWSC to City services. Historically, the City of Killeen and WBCWSC have agreed to jointly serve an area in transition from one service entity to another. The City will seek release of customers and purchase existing WBCWSC infrastructure on a schedule consistent with the City of Killeen Water and Wastewater Master Plan. The City of Killeen has provided water and sewer service within the



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existing City through specific capital improvement projects identified in the Water and Wastewater Master Plan. These projects provide the utility system skeletal structure. The annexation area is already included in this Master Plan. Developers who are developing either within the city limits or in the extraterritorial jurisdiction are required to extend utility service from where utility infrastructure is located to their proposed development area. Property owners in the proposed annexation area will not pay a City sewer fee until City sewer service (a rate-based service) is provided.

33. How does the City of Killeen provide water or sewer service to citizens within the City?

The City of Killeen contracts with Bell County Water Control and Improvement District #1 (WCID #1) for water and wastewater treatment service. The City has worked with West Bell County Water Supply Corporation for similar water service. The only water distribution lines and sewage collection mains installed by the City within the City limits are in compliance with those projects in the Water and Wastewater Master Plan, or in accordance with the Septic Tank Elimination Program. All other utility extensions are made by developers incident to land development projects to accommodate population density increases or land use changes. Citizens do not pay a fee for a rate-based service until they are connected to that service. This infrastructure development and extension policy has been documented in the City of Killeen Code of Ordinances, is currently in effect, and has applied to past annexations.

34. What Water Master Plan projects are planned for the proposed annexation area?

There is currently one Water Master Plan project under design from the 2004 Bond Program and five from the future 2007 Bond Program that are proposed for the annexation area. These include lines along Stagecoach Road, West Trimmier Road, Featherline Road, and Onion Road.

35. I am a current water customer of West Bell County Water Supply Corporation (WBCWSC). Will I be required to tie onto the City of Killeen water system?

Existing water customers of WBCWSC will not be required to tie onto the City of Killeen system until City of Killeen facilities are available. Once city services are available, property owners who have existing services with WBCWSC may choose to tie onto the city water line or may choose to continue service with WBCWSC. Once city services are available, all new development within the proposed annexed area will become customers of the City of Killeen water system.

36. Will my West Bell County Water Supply Corporation (WBCWSC) membership fee be reimbursed?

The WBCWSC has charged a membership fee to its customers since the inception of the water-supply-corporation. At first, the fee was \$50.00. The fee has increased to \$100.00. When a customer is transferred from WBCWSC to another supplier, WBCWSC will reimburse the customer the membership fee that they paid when they became a member. In some cases, where property has changed hands, the new owner paid a transfer fee of either \$50.00 or \$75.00. In a similar manner, the transfer fee will be paid back to the WBCWSC customer when the customer is changed to another supplier.



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37. Will residents be able to retain their water wells?

Yes. However, private well water systems must remain separate from public water systems.

38. What Wastewater Master Plan projects are planned for the proposed annexation area?

There are currently two wastewater master plan projects from the 2004 Bond Program and one from the future 2010 Bond Program proposed for the annexation area. One of projects in the 2004 Bond Program is under construction with the second nearing completion of design.

39. Will I be required to tie into the City sewer system? If not, can we keep our septic tanks and what fees will we have to pay to keep them?

The City of Killeen requires newly developed properties within 1,000 feet of an existing City sewer line to tie into the City sewer system and for lines to be installed at the developer's expense. Existing properties currently on septic tank can be retained for their useable life without any fee.

40. Will the City of Killen perform maintenance on my septic tank?

No. The City of Killeen will not perform any maintenance on private septic tanks. Septic tanks are to be maintained according to current state law requirements and are regulated through the Bell County Public Health District.

41. What is the Septic Tank Elimination Program?

The Septic Tank Elimination Program provides City funding to install City sanitary sewer mains within City right-of-way or easements to existing properties which are served by septic tanks. The intent of the program is to eliminate existing septic tanks and to encourage connection to the City system. Installation of private service lines and closure of existing septic tanks are the responsibility of the property owner. Eligible applicants to the program are ranked with all other eligible applicants according to established criteria set by City Council. Properties must be located within the City Limits for at least 5 years before becoming eligible for the program.

42. Is City Sewer Service available in the proposed annexation area?

Sanitary sewer service is available the proposed annexation area. As development occurs, developers will be required to construct the necessary extension of sewer infrastructure to serve any future development. Through the Septic Tank Elimination Program, the City of Killeen may install new sanitary sewer mains to existing developments.

43. How will drainage problems that currently exist in the annexation area be addressed after annexation?

The City of Killeen adopted a comprehensive Drainage Master Plan on September 13, 2005, that provides a process to evaluate existing drainage problems and to prioritize drainage system improvement projects. The City intends to continue its current ongoing capital improvement program (CIP) for both minor and major drainage problems. As problems are identified in the



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newly annexed area, through both citizen notification and discovery by city personnel, data will be collected to rank and prioritize potential projects. Drainage problems that are the result of drainage infrastructure inadequacies will be included in the CIP. Drainage problems that are a civil matter (e.g., adverse grading of an adjoining private property; alteration of surface water run-off patterns) may not be included in the CIP. Public Works staff will, however, provide advice for possible drainage solutions to be accomplished by private property owners. The City anticipates that routine drainage maintenance concerns (e.g., clearing of debris that may cause flooding from storm drains; repair of failed or failing drainage infrastructure; abatement of illegal or illicit storm drainage discharges) in the newly annexed area will be essentially the same as ongoing maintenance requirements in the City's current Municipal Drainage Utility service area. Routine drainage maintenance concerns in the newly annexed area will be assessed by Public Works personnel and remedial actions will be performed on a priority-driven basis. The City of Killeen is currently developing a stand-alone Drainage Maintenance Program with the Drainage Utility. At the time the annexation is complete, the resources of this program will be available to address ongoing drainage inspection, maintenance, and repair. As new development and re-development is completed within the newly annexed area, drainage infrastructure for such projects will be required to be brought into conformance with City standards. Under the State of Texas storm water discharge permits program, the newly annexed area will become a part of the City of Killeen's municipal separate storm sewer system (MS4) and be subject to the requirements of a storm water management program under a pending small MS4 general permit application to be approved by the Texas Commission on Environmental Quality (TCEQ).

44. Will residents in the proposed annexation area have trash removal?

Solid Waste pick-up is a rate-based service. The service will be available to the proposed annexation area immediately. Residents will be provided with a letter stating the actions they can take to obtain that service. When service has been requested, the resident will be informed of the date containers will be delivered. The date of delivery will begin the trash pick-up service. The monthly garbage fee is based on the size/volume of container. The available container sizes are: 96-gallon, 64-gallon, and 32-gallon. The concept is "You Pay for What You Throw Away." The normal service initiation deposit will be waived for these services.

Residents who have trash removal contracts with commercial vendors in effect at the time of annexation may request a delay in the initiation of City provided services for the term of their current contract.

Initial containers delivered to residences will be 96-gallon containers. Residents may request an exchange for a smaller size container. There is no fee for this exchange.

The monthly garbage fees are as follows:

CONTAINER SIZE	FEE
96-gallon container	\$13.85 per month
64-gallon container	\$12.03 per month
32-gallon container	\$10.85 per month

The commercial fee is based on dumpster size, number of containers and frequency of pick-up.



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45. How often will the garbage service be provided and what are the limitations(s) in weight, bulk, or number of containers, etc.?

The City of Killeen is divided into four (4) geographical areas. Each of these areas has an assigned garbage collection day, either Monday, Tuesday, Thursday, or Friday. All garbage collection services are provided on this one day. Standard weekly services that are included in the monthly garbage fee are:

- Once per week collection of garbage/rubbish placed in the city provided roll-out container(s). There is an additional fee for trash placed outside of the container.
- Once per week collection of brush, up to 6 cubic yards. Additional fees apply if the volume of brush exceeds 6 cubic yards. This fee is \$6.00 per cubic yard in excess of the allowed 6 cubic yards.
- Once per week collection of yard waste (leaves, grass clippings, shrub trimmings) placed in bags only.