



City of Colleyville City Council Agenda

City Hall
100 Main Street
Colleyville, Texas 76034
817.503.1000
www.colleyville.com

Tuesday, September 21, 2021

**WORKSESSION
5:30 PM
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER

- WS-1** Review and discussion of the City Council Rules of Procedures
- WS-2** 2018 International Building Code Review Committee Updates
- WS-3** Discussion of the September 21, 2021, City Council regular agenda items

1. EXECUTIVE SESSION - In accordance with Texas Government Code, Chapter 551, Subchapter D

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including: 62 Main Street LLC, Tap Realty, LLC, vs Neighborhood Management, Inc. ET AL and update on Texas opioid litigation settlement and the City's pending claim

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities, including: Acquisition of real property along SH26

Section 551.087 – Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect

REGULAR MEETING

7:30 P.M.

CITY COUNCIL CHAMBERS

INVOCATION: Nathan Aviles, Bethel Methodist Church

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

- 2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-21-4650**
- 3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**
Announcements of civic and charitable events
Presentation of calendar events and updates
Announcements of awards and recognition
- 4. CONSENT: READING AND PUBLIC HEARING - RESOLUTION R-21-4651**
 - 4a** Approval of the minutes of the regular City Council meeting of September 7, 2021
 - 4b** Approval of the second renewal of the Interlocal Agreement for Combined Public Safety Dispatching and Jail Services
 - 4c** Approval of the continuance of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$205,249.40, and authorize the City Manager to execute same, and any associated change orders, in an amount not to exceed 25-percent of the contract price
 - 4d** Approval of an agreement with MESA for construction administration and observation services for the SH26 Gateways project, in an amount not to exceed \$199,775, and authorizing the City Manager to execute the agreement
 - 4e** Approval of a five-year term service agreement with Trane Service Group, utilizing OMNIA Partners, to provide for the inspection, maintenance, and repair of the HVAC system at City Hall and the Public Library, in an amount not to exceed \$83,724.00, and authorize the City Manager to execute the agreement
 - 4f** Approval of a five-year term service agreement with Trane Service Group, utilizing OMNIA Partners, purchasing cooperative, to provide for the inspection, maintenance, and repair of the HVAC system at the Justice Center, in an amount not to exceed \$195,362.00, and authorize the City Manager to execute the agreement
 - 4g** Adoption of the Fiscal Year 2022 to 2026 Capital Improvement Program (CIP)
- 5. ITEMS NOT FOR CITY COUNCIL ACTION**
 - 5a** Monthly Financial Report - August 2021

6. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**6a Ordinance O-21-2168**

Consideration of an amendment to the PUD-C Planned Unit Development-Commercial district established by Ordinance O-14-1927, to provide for revised building elevation drawings on Lot 2, Block 1, BYD Addition, located at 1109 Glade Road-Case ZC21-017

6b Ordinance O-21-2169

Amending Ordinance O-20-2134 relating to the Fiscal Year 2021 budget

6c Ordinance O-21-2170

Adoption of the proposed Fiscal Year 2022 budget

6d Ordinance O-21-2171

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2022

6e Ordinance O-21-2172

An ordinance amending Section 3 - Service Charges of the Water and Sewer Policy and Procedure Manual as contained in the Code of Ordinances, to implement updated base rates

6f Ordinance O-21-2173

Amending the City's fee schedule by amending and restating Section 2-26 of the Colleyville, Texas, Code of Ordinances, establishing fees and charges for City services

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-21-4652**

Consideration of a variance to the provisions of Section 3.24.G, Schedule of District Regulations of the Land Development Code, specifically the lot area, front setback, maximum lot coverage, and maximum impervious coverage in the RD Two Family Residential district, for Lot 15, Block 6, Woodland Hills, located at 3403 Queensbury Way E., Case VC21-004

7b Resolution R-21-4653

A resolution creating an adhoc Fund 3 General CIP Fee Advisory Committee

8. TABLED RESOLUTION(S): READING AND PUBLIC HEARING**8a Resolution R-21-4648**

Consideration of a variance to the provisions of Section 3.24.G, Schedule of District Regulations of the Land Development Code, specifically for lot area and setbacks in the R-40 Single Family Residential district, for Lot A1, Block 2, Reagan Estates, located at 701 W. LD Lockett Road, Case VC21-003

9. CITIZEN COMMENTS**10. REPORTS**

Parks and Recreation Advisory Board Minutes - July 12, 2021

Planning and Zoning Commission Meeting Minutes - August 10, 2021

Planning and Zoning Commission Worksession Minutes - August 23, 2021

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR SEPTEMBER 21, 2021 - READING AND PUBLIC HEARING - RESOLUTION R-21-4654**12. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards *Friday, September 17, 2021* by 5:00 p.m.

Christine Loven, TRMC
City Secretary

A quorum of any Colleyville board, commission, or committee may be present at this meeting.

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number WS-1

Agenda Date 9/21/2021

Type Worksession

Department City Secretary

Title

Review and discussion of the City Council Rules of Procedures

Explanation

Section 3.09 of the City Charter states the City Council "shall determine its own rules and order of business." The Rules of Procedure have not been updated since 2017. Staff has reviewed the Rules of Procedure and is submitting the following updates based on current legislative and City process changes, which have occurred since 2017.

PAGE 4 - Section 1.2 – Councilmember Orientation/Training/Goals and Objectives Visioning: change meeting to worksession, add The worksession will be posted in compliance with the Texas Open Meetings Act, however minutes or recording will not be required.

PAGE 7 - 4.1 - ... add the most senior Councilmember shall preside.

PAGE 9 - Section 5 Agenda – the order of business has been updated to include Items not for City Council Action, and to meet legislation the Presentations regarding items not on the agenda, have been removed and the section is simply Citizen Comments

PAGE 10-11 - 5.3 – Citizen Participation at Meetings – reference to having to complete a speaker card to speak has been removed

PAGE 13-14 - Section VII - Procedures for City Council Appointments was changed in its entirety based on City Council direction regarding the application and appointment process.

PAGE 16 - Section VIII Memorials – language regarding a proclamation or a book honoring a deceased has been removed.

PAGE 17 - 8.3 – Use of City equipment has been updated to provide for City equipment to be used in a funeral process.

Should City Council have additional changes and agree to the changes outlined above, corrections will be made and this item will come forward at the next City Council meeting as a resolution.

Attachments

1. Rules of Procedure - Draft - Redline



CITY COUNCIL

RULES OF PROCEDURE

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SECTION I. AUTHORITY

- 1.1 Charter. Section 3.09B of the Charter of the City of Colleyville provides that "the Council shall determine its own rules and order of business..." Further, Section 2.01 of the Charter provides that the City Council shall have the powers, functions, rights, privileges and immunities of every name and nature, that are now or hereafter, may be granted to a Home Rule City by the Constitution and State law, together with all implied powers necessary to carry into execution all such powers granted." In order to provide the framework for the execution of these powers and authority, the following set of rules shall be in effect upon their adoption by the City Council, and until such times as they are amended or new rules adopted in the manner provided for by these rules.
- 1.2 Councilmember Orientation/Training/Goals and Objectives Visioning: Within 60 days of the General Election, the Mayor will call a worksessionmeeting for Councilmember Orientation/Training/Goals and Objectives/Visioning, for which all Councilmembers will be required to attend. The worksession will be posted in compliance with the Texas Open Meetings Act, however minutes or recording will not be required.
- 1.3 Annual Review. Following the municipal elections each year, City Council may review these rules in accordance with the Charter. In the event no annual review occurs, the standing rules will continue in effect. This does not limit the City Council's right and ability to amend these rules at any other time during the year, in accordance with the Charter.
- 1.4 Amendments. These rules may be amended or new rules adopted by a majority vote of the members of the City Council present.

SECTION II. GENERAL RULES

- 2.1 Meetings to be Public. All meetings of the City Council shall be open to the public, with the exception of Executive Session.
- 2.2 City Council. For purposes of these rules, the collective membership of the Mayor and City Councilmembers shall be known as the City Council. Individually, each shall be referred to as Mayor, Mayor Pro Tem, or Councilmember.
- 2.3 Quorum. Four (4) voting members of the City Council shall constitute a quorum.

- 2.4 Minutes of Meetings. An account of all proceedings of the City Council shall be kept by the City Secretary and shall be entered in a book constituting the official record of the City Council. The Official City Council Minutes are action minutes and provide the action taken by the City Council and a summary of subjects discussed.
- 2.5 Questions to Contain One Subject. All questions submitted for a vote shall contain only one subject. If two or more points are involved, any Councilmember may require a division, if the question reasonably admits of a division. Division shall be required only on the affirmative vote of three (3) Councilmembers. If no division is so requested and approved, or the questions do not reasonably admit of a division, the question shall be submitted as originally framed.
- 2.6 City Manager. The City Manager shall attend all City Council meetings unless expressly excused. The City Manager may make recommendations to the City Council and take part in all discussions of the City Council, but shall have no vote.
- 2.7 City Attorney. The City Attorney shall attend all regular meetings of the City Council unless expressly excused and, shall upon request give an opinion, either written or oral, on questions of law during the meeting. The City Attorney shall act as the City Council's Parliamentarian. The City Attorney shall give an opinion, either written or oral, on questions of law to the City Manager or designated representative, during the course of daily affairs of the City. The City Attorney may make recommendations to the City Council and take part in all discussions of the City Council, but shall have no vote. The City Attorney shall confer and discuss with a Councilmember or the Mayor regarding a question of law pertaining to the affairs of the City. In such event, the City Attorney shall advise the City Manager of the question posed and information provided. The City Manager shall forward the information to the full City Council as soon as reasonably practical.
- 2.8 City Secretary. The City Secretary shall attend all meetings of the City Council unless expressly excused, and shall keep the official minutes and perform such other duties as may be requested by the City Council.
- 2.9 Employees. Any employee of the City, when requested by the City Manager, shall attend any meeting of the City Council and, if requested to do so by the City Manager, such employee may present information relating to matters before the City Council. The City Manager will determine the staff

spokesperson for providing information, for a particular agenda item, at the City Council meeting.

- 2.10 Suspension of Rules. Any provisions of these rules not governed by State law, the City Charter, or City Code may be temporarily suspended by a majority vote of all Councilmembers present and eligible to vote.
- 2.11 Executive Session. All matters discussed in Executive Session, as authorized by the Texas Open Meetings Act, may be deemed confidential and by law, participants authorized to attend Executive Sessions are not required to make public disclosure concerning the matters discussed in Executive Session. It shall be the policy of the City Council, that the Mayor, individual Councilmembers, the City Manager, City Attorney, City Secretary and others who are authorized to attend Executive Sessions shall not make selective disclosure of confidential matters, where the disclosure of the information has not been released to the general public and/or where such disclosure provides an unfair advantage to the recipient or would be detrimental to the City and its citizens. For the opening and closing of an Executive Session, the Mayor shall do such at the location as noted on the official agenda notice posted in compliance with the Texas Open Meetings Act, and all of this information must be included in the certified agenda. (Tex. Gov't Code §551.103) For purposes of regular agenda meeting postings, the opening and closing of an Executive Session shall be done in the Executive Conference Room of City Hall.

SECTION III. TYPES OF MEETINGS

- 3.1 Regular Meetings. The City Council shall meet in the City Hall on the first and third Tuesday of each month at 7:30 p.m. unless otherwise officially established by the City Council. The City Council shall take a vote at 12:00 a.m. on whether or not to continue a meeting for additional time if further items are on the agenda and have not been considered. The call for and conduct of all meetings of the City Council, both regular and special as provided in Section 3.2 hereof, shall be in accordance with State law.
- 3.2 Special Meetings. Special meetings may be held on the call of the Mayor or four (4) members of the City Council at the place within the City of Colleyville designated in the public notice. In accordance with State law, the notice to the public of an emergency meeting must be posted at least two hours before the meeting is scheduled to begin. An emergency meeting exists only if immediate action is required of a governmental body because of an "imminent threat to public health and safety" or a "reasonably unforeseeable situation".

- 3.3 Recessed Meetings. Any meeting of the City Council may be recessed to a later time provided that no recess shall be for a longer period than until the next regularly scheduled City Council meeting.
- 3.4 Worksession Meetings. Worksession meetings may be called by the Mayor, any three (3) Councilmembers, or the City Manager for the purpose of discussing in depth, investigating or exploring matters of interest to the City, without formal action being taken thereon by the City Council. The time, place, and purpose of such worksession meeting shall be stated in a notice complying with the Texas Open Meetings Act. Such worksession meetings may be held in any appropriate location outside the City Hall upon concurrence by any three (3) Councilmembers or as determined by the City Manager. Such worksession meetings may include, but shall not be limited to, meetings with neighboring governmental bodies or agencies, meetings with one of the City's appointed boards, commissions or committees, meeting with civic organizations or a meeting for Councilmembers to research, evaluate, explore, investigate or discuss any matter of interest or possible action affecting the City, subject to compliance with the provisions of the Texas Open Meetings Act.

No official action shall be taken at any worksession meeting, unless a regular or special meeting is called as provided for in these Rules.

SECTION IV. CONDUCT OF MEETINGS

- 4.1 Presiding Officer. The Mayor, if present, shall preside at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tem shall preside. In the absence of both Mayor and Mayor Pro Tem, the City Council most senior Councilmember shall ~~elect a Councilmember to~~ preside.
- 4.2 Call to Order. The meetings of the City Council shall be called to order by the Mayor, or in the Mayor's absence, by the Mayor Pro Tem. In the absence of both the Mayor and Mayor Pro Tem, the meeting shall be called to order by the City Secretary.
- 4.3 Preservation of Order. The Mayor shall preserve order and decorum, prevent clash of personalities or the impugning of Councilmembers' motives to occur and confine Councilmembers in debate to the question under discussion.
- 4.4 Points of Order. The Mayor shall determine all points of order, subject to the right of any Councilmember to appeal to the City Council. If any appeal is taken, the question shall be "Shall the decision of the Mayor be sustained?"

- 4.5 Questions to be Stated. The Mayor shall state all questions submitted for a vote and announce the result.
- 4.6 Substitution for Mayor. The Mayor may call the Mayor Pro Tem, or in the Mayor Pro Tem's absence, any other Councilmember to take the Mayor's place in the chair, such substitutions not to continue beyond adjournment.
- 4.7 Amendment to the Minutes. Amendments to the Minutes are made by a motion during the item to consider approval of the minutes. The Minutes are action minutes and provide the action taken by City Council and a summary of subjects discussed. If a Councilmember desires that certain information be included in the minutes, the Councilmember shall state prior to the information, "For the record". If it is a lengthy statement, a written copy shall be provided to the City Secretary.
- 4.8 Written Correspondence. A citizen's request in the reading of a statement into the public record as part of a City Council agenda item is at the sole discretion of any member or all of the governing body. The City Council is not obligated to provide for a reading of correspondence into the public record on behalf of an absent individual as part of a City Council public hearing. The City Council, any or all Councilmembers, may elect to provide for a reading of the correspondence, make reference indicating the general position of the correspondence, or pass over the correspondence. The correspondence is provided to City Council and is included in the City Council agenda packet.

SECTION V. AGENDA

5.1 Preparation of Agenda.

- A. The order of business of each meeting shall be as contained in the City Council agenda prepared by the City ~~Secretary~~Manager. The agenda shall be a listing by topic of subjects to be considered by the City Council, and, in the case of regular meetings, shall be delivered to the City Council not less than 72 hours proceeding the Tuesday evening meeting to which it pertains.
- B. Any member of the City Council desiring to present a subject for City Council consideration shall advise in writing to the City Manager of the fact not later than 4:30 p.m. on Wednesday preceding regular City Council meetings. Subject matter will be accompanied by a summary regarding the purpose for the inclusion of this subject on the agenda.

C. Items Omitted from Agenda. Any item not appearing on the agenda shall not be taken up for discussion as a matter of City Council business during a regular meeting unless it is of an emergency nature and comes to the City's attention too late to appear on the agenda. Such special, urgent or emergency issues shall be posted in compliance with the Texas Open Meetings Act and the City Charter and may be added as a supplemental item to the regular agenda.

D. The regular agenda items shall be considered in the following order:

a. Worksession Items

~~a.b.~~ Executive Session – ~~6:30 p.m.~~ – Executive Conference Room

~~b.c.~~ Call to Order - 7:30 p.m. - Council Chambers

~~c.d.~~ Invocation

~~d.e.~~ Pledge of Allegiance

~~e.f.~~ Resolution or Ordinance taking action on Executive Session item(s)

~~f.g.~~ Announcements, Proclamations and Presentations

~~h.~~ Consent Items

~~g.i.~~ Items not for City Council action

~~h.j.~~ Public Hearings

~~i.~~ Discussion of items not for action Ordinance(s), Tabled Ordinance(s), Resolution(s), Tabled Resolution(s)

~~j.~~ Citizen Comments/Presentations regarding items not on the agenda

k. Reports of Boards, Commissions, and Committees

l. Resolution approving City Council action not otherwise approved

m. Adjournment

E. The general order of a Public Hearing shall be:

a. Staff presentation

b. Applicant introductory presentation – five minutes

c. City Council discussion

d. Open Public Hearing

e. Citizen comments - five minutes each (Large groups supporting the same position may be asked to select a representative to speak for the group)

f. Close public hearing

g. City Council discussion and vote

h. In the alternative, the item may be tabled or continued to a future meeting of the City Council.

1. If the City Council wishes to consider additional public testimony, the public hearing shall be reopened and the public hearing and item shall be continued to a date certain.
2. If the Public Hearing is not reopened and continued to a date certain, the City Council may only conduct an additional public hearing upon publication of notice in accordance with Chapter 211 of the Local Government Code.

F. The City Manager, through the City Secretary, shall provide the City Council with a written analysis of and recommendation of items to be acted on by the City Council at its meetings. These communications shall be generally referred to as agenda packets. The agenda packets for all regular meetings shall be delivered to the City Council by the Friday preceding the Tuesday regular meeting to which it pertains, unless an emergency condition makes it necessary to deliver the communication on a subsequent day.

G. The City Secretary shall post notices of all City Council meetings in order to afford compliance with the Texas Open Meetings Act.

5.2 Consent Agenda. In preparing the consent agenda, the City Manager shall give consideration to the number and degree of complexity of items to be considered by the City Council for the purpose of conserving the City Council's time in meetings. Items which are anticipated to be routine and require little or no discussion by the City Council shall be listed under the agenda category styled "Consent Items". Prior to taking up the Consent Agenda, the Mayor shall determine if there are any items thereon which should be removed from the Consent Agenda for discussion. Any Councilmember may, upon request, remove any item from the Consent Agenda for discussion and separate action. Thereafter, all remaining Consent Agenda items may be acted upon by a single motion approving the Consent Agenda. Items removed from the Consent Agenda shall be considered on the ending Resolution, which is for action not otherwise approved.

5.3 Citizen Participation at Meetings.

- a. Presentations by citizens must be confined to the agenda item being considered and any questions will be directed to the Mayor. Citizens wishing to speak shall be allowed to speak, provided prior to the consideration of the item; said person completes and delivers to the City Secretary a Speaker's Card providing name, address and topic. ~~A person who has not completed the Speaker's Card prior to the close of~~

~~the public hearing of the item on the agenda shall not be allowed to speak.~~ Presentation(s) by citizens shall be limited to a time period of not more than five (5) minutes with two (2) additional minutes to conclude, at the option of the Mayor or the consent of the City Council, for each speaker. Any time spent by the City Council will not be counted against the citizen's time allotment. No person shall speak more than the time limits provided herein on any subject. That privilege shall not be accorded unless there is an exception supported by a majority of those eligible to vote. The Mayor shall not be obligated to recognize a speaker for a second comment on a subject until all others have spoken and there is unused time available.

- b. Following a request by a Councilmember, the Mayor may request ~~that~~ the City Council suspend the rules to allow citizens to speak after the public hearing has been closed.
- c. To maintain decorum, the Mayor shall recognize persons who have completed a Speaker Card indicating a desire to address the City Council.
- d. As a general rule, citizens may not participate in discussions of the City Council except when recognized by the Mayor and during citizen presentations, public hearings, and as otherwise provided for in these Rules.
- e. Citizens may speak on items not on the agenda under the item "Citizen Comments/~~Presentations Regarding Items Not on the Agenda~~". The presentation time period is as listed herein Section 5.34 aA.

SECTION VI. DECORUM AND DEBATE

6.1 Decorum and Debate

- a. These rules are intended to serve as a statement of intent as to how this City Council endeavors to conduct itself during City Council meetings. It is the intent of the City Council that all members shall act based on a consistent level of information, with the goal being to act fully informed on all matters. Accordingly, if and when a Councilmember obtains material relevant to a matter before the City Council which has not otherwise been disclosed to the City Council, such Councilmember shall promptly provide such material to the City Manager for dissemination to the City Council. All such information will be

disseminated and disclosed to the full City Council, prior to the case being presented.

- b. When a measure is presented for consideration to the City Council, the Mayor shall recognize the ~~appropriate~~ Councilmember(s) to present the case, as needed. When two or more Councilmembers wish to speak, the presiding officer shall name the Councilmember who is to speak first. No member of the City Council shall interrupt another while speaking except to make a point of order or to make a point of personal privilege.
- c. The Mayor shall not be obligated to recognize any Councilmember for a second comment on the subject or amendment until every Councilmember wishing to speak has been allowed a first comment.
- d. Questions from speakers to the City Council with request for an immediate answer, except the applicants and persons representing applicants on platting or zoning cases, shall be prohibited. A Councilmember's questions to speakers should be to specific individuals and the Mayor should explain to those individuals beforehand that they may come to the podium and answer if they choose to.
- e. Any Councilmember desiring to speak shall be recognized by the Mayor, and shall confine remarks to the subject under discussion or to be discussed. No Councilmember shall be allowed to speak more than once on any one subject until every Councilmember wishing to speak shall have spoken.
- f. No Councilmember shall be permitted to indulge in personalities, use language personally offensive, impugn motives of Councilmembers, charge deliberate misrepresentation, or use language tending to hold a member of the City Council, the public, or City staff up to contempt.
- g. The Mayor shall not permit unrecognized speaker's comments or allow a member of the audience to indulge in personalities, use language tending to hold the City Council, the public, or City staff up to contempt.
- h. If a Councilmember is transgressing the rules of the City Council, through speech or otherwise, the Mayor shall, or any Councilmember may, call him/her to order in which case he/she shall immediately be quiet unless permitted to explain. The City Council shall, if appealed to, decide the case without debate. If the decision is in favor of the

Councilmember called to order, he/she shall be at liberty to proceed, but not otherwise, and if the case occurs, he/she shall be liable to censure or such punishment as the City Council deems proper, consistent with City Ordinances, Resolutions, and Charter.

- i. Any individual of the public who shall disrupt the City Council proceedings or disregard the Mayor shall first be warned of such offense and be requested that they refrain from disrupting the proceedings and/or disregarding the instructions of the Mayor. Any individual of the public failing to honor the first warning of the Mayor for order, shall receive a second and final warning prior to expulsion and/or citation for disturbing a public meeting pursuant to State law. When the Mayor fails to maintain order and decorum, the Councilmembers may compel the Mayor to enforce this provision following due parliamentary procedure, which affirms such compulsion by a majority vote of the City Council.

SECTION VII. PROCEDURES FOR CITY COUNCIL APPOINTMENTS

~~7.1 Procedures for City Council Appointments. The following procedures are for making appointments to boards, committees and commissions established by ordinance or resolution. Appointments to ad hoc committees and task forces established by resolution should not necessarily be bound by the same procedures, but may be done in a manner appropriate to the situation as deemed proper by the City Council. The City Council shall set the quorum for a committee. The City Council shall vote whether the committee selection will be handled by the rules of procedures or by slate.~~

~~A. Announce the position(s) to be filled. In the announcement, define the duties of the position(s), define the term of the position and request that applications be formally submitted to the City Council by a specific deadline. This announcement should be made at least 30 days prior to the deadline for submission of applications and should be placed in the local newspaper, posted at City Hall, on the website and placed in the City E-news (if timely).~~

~~Upon review of the Applications for Appointment, City Council will determine if interviews shall be conducted. If Council desires, interviews will be conducted prior to a City Council meeting, which may be subject to the Texas Open Meetings Act or be conducted in Executive Session. If no applications are received or fewer applications than open positions are received, the City Council may fill positions from the floor or request the City Secretary to advertise the open position(s). In the event of a vacancy other than an expiring term, the City Council may fill the~~

~~position by a majority vote of the City Council without advertising. The appointee shall serve the unexpired term.~~

~~B. The candidates will be selected to fill the open positions no later than the second City Council meeting after the deadline for application submission, in the following manner:~~

~~i. If more than one position is to be filled, consider the appointment for each position individually in the order selected by the Mayor, as follows:~~

~~1. The Mayor shall open the floor for nominations and if there are no nominations, the Mayor will call on each Councilmember for a nomination.~~

~~a. Each applicant shall have provided an application and financial disclosure forms, where applicable, to the City Secretary's office for City Council consideration.~~

~~2. Councilmembers or the Mayor may decline to make a nomination if previous nominations are acceptable.~~

~~3. After each Councilmember has had an opportunity to make a nomination or defer to make a nomination, the Mayor will take a vote on the slate of nominees, by asking each Councilmember to state the name of the nominee that the Councilmember votes to appoint to the position under consideration.~~

~~4. Return to Step 1 and repeat the process for the next position to be filled until all positions are filled.~~

Applications for Boards, Commissions, and Committees are accepted all year long and are valid for one year. The appointment periods are:

March appointments:

Colleyville Center Advisory Committee
Parks and Recreation Advisory Board

June appointments:

Colleyville Economic Development Corporation
Tax Increment Finance District
Audit Committee

Municipal Judge Review and Selection Committee

November Appointments:

Colleyville Library Board

Metroport Teen Court Advisory Board

Planning and Zoning Commission

Zoning Board of Adjustment/ Sign Board of Appeals.

The applications for appointment, listing of Boards, Commissions, and Committees, the charge, and a roster of members are maintained on the City's website on the City Secretary page. The City Secretary contacts members whose terms will expire to advise they may reapply. Two months prior to the expiring terms, the City Secretary requests an announcement to be made in the City E-News, seeking applicants for those Boards, Commissions, and Committees with expiring terms.

Upon receipt of a spreadsheet and the applications for appointment distributed by the City Secretary to the Mayor and City Council prior to the Council meeting where the Mayor and Council will appoint members by resolution, the appointments can be discussed during the Worksession item – Discussion of the regular agenda items.

If during discussion of the appointments, the Mayor and City Council wish to appoint by slate, per resolution, the Mayor will read the resolution, inserting the names of those to be appointed. There will be discussion as needed however, if the Council agrees with the resolution as read, the motion, second, and vote, will consider the appointments made, without seeking individual nominations from the City Council.

If City Council has not determined a slate of appointees to be read into the resolution, the Mayor shall open the floor for nominations and if there are no nominations, the Mayor will call on each Councilmember for a nomination. After each Councilmember has had an opportunity to make a nomination or defer to make a nomination, the Mayor will take a vote on the slate of nominees by asking each Councilmember to state the name of the nominee the Councilmember votes to appoint to the position under consideration. This process will repeat for the next position to be filled until all positions are filled.

If no applications are received or fewer applications than open positions are received, the City Council may fill positions from the floor or request the City Secretary to advertise the open position(s). In the event of a vacancy other than an expiring term, the City Council may fill the position by a majority vote of the City Council. The appointee shall serve the unexpired term.

SECTION VIII. MEMORIALS

- 8.1 Memorials. The following procedures are for honoring deceased current or former City elected officials, sitting board, commission or committee members and community volunteers.
- A. Recognition of the death of a current or former City elected official. When the City is notified of the death of a current or former elected official, flowers or a plant will be sent to the memorial service, or a donation to an organization specified by the family (in an amount not to exceed \$150.00), and a sympathy card will be sent to the family. ~~A Memorial Proclamation, honoring the official, will be sent to the memorial service or to the family. The City Manager's Office will coordinate the donation of a book, in which the official's name is inscribed on a bookplate inside of the book, to the Colleyville Public Library, in an amount not to exceed \$50.00. A letter from the Library Director will notify the family of the book donation.~~
 - B. At the family's request and with City Manager approval, members of the Colleyville Police and Fire Department Honor Guard may attend the funeral of a current or former City elected official as representatives of the City.
 - C. Recognition of the death of a sitting board, commission or committee member. When the City is notified of the death of a sitting board, commission or committee member, the City Manager's Office will forward a sympathy card to the family.
 - D. Recognition of the death of community volunteers. Due to the significant number of community volunteers assisting a multitude of organizations across the City of Colleyville, it will not be the practice of the City to recognize these individuals in a formal capacity. During a City Council meeting, elected officials may, at their discretion, verbally recognize the efforts of these individuals and their service to Colleyville during the agenda item for Announcements, Proclamations and Presentations.
- 8.2 Recognition by lowering of the United States Flag. The City is not at liberty to proclaim the Flag of the United States be flown at half-staff in recognition of a City official. Per the United States Code, only the President of the United States or the State Governor can order the flag lowered to half-staff.

- 8.3 Use of City equipment and personnel. At no time will City equipment be used to carry the casket ~~in a or participate in the~~ funeral procession of a deceased, current or former City elected official, board, commission, committee member or community volunteer. ~~City equipment, vehicles may be used in a funeral procession, as authorized by the Department Director. Exceptions to this rule may include City equipment earmarked for use by community groups, such as the Citizen Fire Academy Alumni Association Rehab Team and the Citizen Police Academy Alumni Association Citizens on Patrol, where equipment use for a group member's funeral may be authorized by the Department Director.~~

History of Adoption and Amendments

Resolution Number	Adoption/Amendment Date	Subject
R-88-387	8/18/88	Adopted Rules of Procedure
R-90-610	7/3/90	Amended to adopt the procedure for appointing committees as established by ordinance
R-90-612	7/17/90	None noted
R-91-654	1/22/91	Amended regular meeting language; subjects for City Council consideration; preparation of agenda
R-94-999	4/19/94	Provided suspension of rules by $\frac{3}{4}$ majority
R-95-1122	6/6/95	Amended Councilmembers presenting subjects for City Council consideration
R-03-2268	6/5/03	Members presenting subjects for City Council consideration
R-05-2599	9/20/05	Citizen comments
R-06-2721	7/5/06	Regular agenda items; Pre Council and Executive Session posted meeting times; public hearing order; process for continuing public hearings; memorials
R-07-2859	7/17/07	Robert's Rules of Order removed
R-08-2980	6/17/08	Resolutions
R-09-3183	12/15/09	Types of meetings; agenda sections; preparation of agendas; memorials
R-11-3308	1/4/11	Memorials
R-12-3520	8/7/12	Types of meetings & special meetings
R-13-3645	6/18/13	Grammatical updates
R-16-4023	8/16/16	Executive session (certified agendas) and start time; removal of paragraphs relative to the establishment of worksessions; order of the regular agenda items; general order of public hearings; removal of oral presentations by city manager; addition of speaker card submittal prior to the close of the public hearing; removal of the offering of unsolicited input; addition of language to City Councilmembers transgressing the rules of procedure; & addition of \$100 for memorial donations
R-17-4162	8/1/17	Updated Section 7.1(B) lettering, and included an application and financial disclosure forms be provided by applicants filling a vacancy.
R-17-4210	12/5/2017	Updated Section 1.2, 1.3, and 1.4 to call for Councilmember orientation/training/goal setting and visioning.



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number WS-2

Agenda Date 9/21/2021

Type Worksession

Department City Secretary

Title

2018 International Building Code Review Committee Updates

Explanation

Several City departments, primarily Community Development and Fire, are proposing that it is in the best interest of the City to adopt the 2018 International Codes (I-Codes) and the 2020 National Electric Code along with the regional amendments.

Following City Council discussion and direction, the 2018 I-Codes, along with the 2020 National Electric Code, will be placed on a future agenda for consideration of adoption to replace the current 2012 I-Codes and 2014 National Electric Code. The codes are updated every three years. Since 1991, Colleyville has adopted new codes three times with the 1991, 2003, and 2012 editions. The updated codes are proposed to replace the existing codes for Building (Commercial), Residential, Fire, Energy, Plumbing, Fuel Gas, Mechanical, and Electrical. New first-time adoptions are proposed for Swimming Pools and for Existing Buildings.

Purpose: The primary reasons for adopting the 2018 I-Codes include maintaining the City's approval rating with the Insurance Services Office, provides sustainability of the built environment, and promotion of health, safety, and welfare of the general public.

Analysis: A code adoption steering committee met in March to coordinate strategies for the implementation and advocacy of adopting the updated codes. The committee affirmed the necessity and the responsibility to the Colleyville businesses and homeowners to advocate for progressive action through responsible code adoption. The consensus of the committee was to proceed with adopting the 2018 I-Codes along with the regional amendments.

At the April 6, 2021, council worksession, the desire from the council was for a staff review committee to go through the code books to identify any problematic changes. This committee consisted of staff members: Jerry Ducay, Mark Wood, Ronni Orr, Kyle Lester, Chris Pena, Eddie Wilson, Rob McKeown, and Ben Bryner. Mayor Pro-Tem Bobby Lindamood and Councilmember George Dodson were invited to attend, but were unable and entrusted the work to the committee. The committee met almost weekly in the months of May, June, July, and August. Both the 2015 and 2018 versions of each book referenced above were reviewed. A list of code changes that caught the committee's attention was prepared and included for review. However, the

committee is proposing no changes.

Background: Of interest are the code changes between editions, which are voluminous and mostly benign. Most changes involve edits to definitions, phrases, or added sentences. Substantial code changes are few, vetted by code development committees, and voted on by International Code Council members to which are code officials, manufacturers, home builders, contractors, and other construction industry officials.

The 2018 I-Codes have been published for three years and have been adopted by area cities including Bedford, Flower Mound, Keller, North Richland Hills, Southlake, and Roanoke. Other north Texas cities that have already adopted the 2018's include Allen, Addison, Frisco, Benbrook, The Colony, Mansfield, Garland, Celina, Plano, University Park, Lewisville, Carrollton, Farmers Branch, and others.

The 2018 I-Codes have already been vetted by all of the municipalities listed above as there has not been any controversial issues brought forth during regular meetings over the years with north Texas building officials or inspectors. Contractors who work in Colleyville may have already done projects under the 2018 I-Codes in other cities, so the impact to Colleyville homeowners and businesses should be negligible overall. The codes are vetted every three years by advisory boards consisting of code officials, homebuilders, third party raters, manufacturers, and construction industry representatives who review the code changes and vote to retain or amend the revisions.

Attachments

1. 2018 Code Adoption Presentation
2. Building Code Committee Review Summary
3. 2018 I-Code Changes - Summary

Adoption of the 2018 International Codes



Community Development Presentation



COUNCIL WORKSESSION DISCUSSION ITEM

- Consideration for adoption of the 2018 International Codes and the 2020 National Electric Code
- Adoption includes regional amendments
- New Swimming Pool and Spa Code
- New Existing Building Code
- Property Maintenance Code not included

Adoption of the 2018 International Codes



- Building Code (IBC)
- Residential Code (IRC)
- Energy Conservation Code (IECC)
- Plumbing Code (IPC)
- Fuel Gas Code (IFGC)
- Mechanical Code (IMC)
- Fire Code (IFC)
- Swimming Pool and Spa Code (ISPSC) – NEW
- Existing Building Code (IEBC) – NEW
- 2020 National Electric Code (NEC)

Adoption of the 2018 International Codes



CURRENT CODES AND RECENT EDITIONS

- Colleyville currently operates under the 2012 International Codes and 2014 National Electric Code. The 2015 Energy Code was adopted in early 2016 because it was mandated by the state.
- Colleyville did not adopt the remainder of the 2015 International Codes because there were not enough substantial code changes from the 2012 editions that warranted such action.

Adoption of the 2018 International Codes



BACKGROUND

- Building and construction codes have been implemented since 1928 and the three major code groups merged to publish a single set of codes in the year 2000 – International Codes
- International Code Council (ICC) develops and prints the model codes
- Proposed code changes are submitted to ICC annually by any person or group
- Code changes are ratified by a majority vote at the ICC code hearings and new codes are published every three years

Adoption of the 2018 International Codes



REASONS FOR ADOPTING UPDATED CODES

- Maintain the City's approval rating with the Insurance Services Office, Inc. (ISO). The rating is distributed by ISO for use by property/casualty insurers to assist in their insurance underwriting and premium development programs for residential and commercial properties.
- Ensures and enhances the sustainability of the built environment for the City through review and enforcement of updated construction codes.
- Promotes protection of the health, safety, and welfare of the general public.

Adoption of the 2018 International Codes



REGIONAL CODE AMENDMENTS

- Regional code amendments are organized through the North Central Texas Council of Governments (NCTCOG) and facilitated by code officials
- Promotes standardization of model construction codes for the region to:
 - simplify the construction process for contractors, owners, and designers
 - encourage common code interpretations
 - facilitate the mobility of contractors
 - reduce training and construction costs
- Reduces costs for business owners and home owners by easing code rules

Adoption of the 2018 International Codes



NORTH TEXAS CITIES ADOPTION OF THE 2018 I-CODES

- | | | |
|----------------|-----------------|------------|
| • Bedford | Plano | Allen |
| • Roanoke | Lewisville | Frisco |
| • Flower Mound | Benbrook | Addison |
| • Keller | University Park | Mansfield |
| • NRH | Carrollton | Celina |
| • Southlake | Farmers Branch | The Colony |

Adoption of the 2018 International Codes



EXAMPLES OF MAJOR CODE CHANGES

Commercial (IBC)

- Occupant load for a Business (office) occupancy type is now calculated at 1:150 vs. previous requirement of 1:100
- Storm shelter provisions are clarified for occupant loads served and shelter location on site

Residential (IRC)

- Work which involves only the exterior surface of dwellings (re-roofing or windows) or work related to replacement or repair of plumbing or mechanical equipment no longer triggers the requirement for smoke and CO detectors to be installed throughout
- New smoke detector clearance requirements from cooking appliances in kitchens
- New tables address alternative wood stud heights and requirements in high wind areas

Adoption of the 2018 International Codes



EXAMPLES OF MAJOR CODE CHANGES

Plumbing Code (IPC)

- Revisions to the minimum number of plumbing fixtures based on occupancy type
- Plastic pans not permitted under a gas-fired water heater

Fuel Gas Code (IFGC)

- New minimum clearance chart for terminations of direct vent appliances
- Arc-resistant CSST gas piping must be electrically bonded to an effective ground fault path

Mechanical Code (IMC)

- Piping support spacing has changed for maximum horizontal and vertical spans
- Mechanical ventilation revisions added for enclosed public parking garages

Adoption of the 2018 International Codes



EXAMPLES OF MAJOR CODE CHANGES

Fire Code (IFC)

- Required fire sprinkler protection expanded to Group E Occupancies
- New provisions for illumination of exit path of travel

Energy Code (IECC)

- Change in definition for mass walls when calculating r-values
- New provisions for air ducts which are partially or completely covered in insulation

National Electric Code (NEC)

- New provisions for electric service emergency disconnecting means for new homes – First responders
- Provisions for wireless smoke detectors which meet definition for being inter-connected

Adoption of the 2018 International Codes



NEW 2018 CODES FOR ADOPTION

Swimming Pool and Spa Code (ISPSC)

- Provisions were previously included in the Building Code and the Residential Code
- Expanded requirements for public pools, water parks, public exercise spas
- Expanded requirements for private pools related to safety features for pool floors, diving equipment, slides, entry and exit points, and water circulation system

Existing Building Code (IEBC)

- Applicable to commercial buildings
- Provides compliance paths for alterations, additions, and repairs of existing buildings
- Options for code compliance related to means of egress, windows, doors, fire protection separations, and historic buildings

Adoption of the 2018 International Codes



Code Adoption Steering Committee

- Meeting was conducted in March 2021
- Purpose and importance for code adoptions
- Vetting of codes by other municipalities
- Action plan for preparation of codes and ordinance
- Challenges with perceptions of code changes
- Limitations for communicating code changes
- Promoting new codes – Swimming Pool and Existing Building
- Recommendation to move forward with adoption of 2018 I-Codes and amendments

Adoption of the 2018 International Codes



Code Review Committee

- Members: Jerry Ducay, Mark Wood, Ronni Orr, Kyle Lester, Chris Pena, Eddie Wilson, Rob McKeown, and Ben Bryner
- Mayor Pro-Tem Bobby Lindamood and Councilmember George Dodson were invited to attend, but were unable
- Meetings conducted almost weekly from May through August
- Both the 2015 and 2018 Summary of Substantial Changes of each book were reviewed
- A list of code changes that caught the committee's attention was prepared
- Recommendation to move forward with adoption of 2018 I-Codes and amendments
- The committee is proposing no changes

Discussion

Part 1. **Administration**

P2. Exempt residential accessory structure- accessory structures that are 3 stories or less can follow residential code.

P4. Change of use or occupancy- A change in a building's use, or a portion of a building's use, with no change in its occupancy classification now requires that a new certification of occupancy be issued by the building official.

P6. Definition of Horizontal Exit-The definition of "horizontal exit" now focuses on the compartmentalization aspect of using a horizontal exit, rather than on the path of egress travel while still maintaining the safety of the exit.

P7. Definition of Platform- By definition, horizontal sliding curtains are now specifically permitted on a raised performance area regulated as a platform. (NOT A STAGE)

p8. Definition of private garage- Motor vehicles stored in a "private garage" are now limited through a new definition to only those vehicles used by tenants of the building or buildings on the same premises as the garage

p9. Definition of Treated wood-The definition of "treated wood" has been revised to clarify that approved treatment methods by other than pressure are acceptable.

Part 2. **Building Planning**

P12. Food Processing Facilities and Commercial Kitchens - Small food processing establishments and commercial Kitchens not associated with dining facilities are now considered as Group B occupancies. Cannot exceed 2500 Sqft

P 14. Training and Skill Development Facilities- The Group B classification for training and skill development uses has been clarified to address the ages of the occupants using the facility, the occupant load limitation where the facility is used for assembly purposes, and the types of permitted uses.

P 16. Food Processing Facilities and Commercial Kitchens- A classification of Group F-1 is now applied only to larger-sized food processing facilities and commercial kitchens not associated with dining facilities. 2500 sqft and above (ref. p12)

P 18 -20 . Group I-1 Occupancy Classification- The uses permitted in a Group I-1 custodial care facility have been expanded to include care recipients who may need a limited degree of verbal or physical assistance if responding to a fire or other emergency situation.

P 20. Group I-2 Occupancy Classification- Two basic conditions of Group I-2 medical care uses that have previously been regulated together as a single category have been created, dividing the classification into short-term care facilities, such as hospitals, and long-term care facilities, such as nursing homes.

P 22. Group R-3 Lodging Houses- Lodging houses are now specifically defined in Chapter 2 and are typically permitted to be constructed in accordance with the International Residential Code (IRC) if they contain no more than five guest rooms. ? do we want to require less than 5 guest rooms to be commercial classification making process more challenging.

P 24. Group R-4 Occupancy Classification- The uses permitted in a Group R-4 custodial care facility have been expanded to include care recipients who may need a limited degree of verbal or physical assistance while responding to a fire or other emergency situation.

P 26. Classification of Accessory Storage Spaces- Storage rooms less than 100 square feet in floor area are not to be classified as Group S, but rather as the same occupancy as the portion of the building to which they are accessory.

P 27. Exception Items 3 and 5 Applicability of High-Rise Provisions- Clarified code text now indicates that Group H-1 occupancies, as well as several specified types of Group H-2 and H-3 occupancies, are not required to comply with the high-rise provisions.

P 29. Exception Atrium Smoke Control in Group I Occupancies- Smoke control is now required in atriums in Group I-2 occupancies, as well as those in Group I-1 occupancies classified as Condition 2, that connect two stories.

P 30. Egress Travel through an Atrium- The three distinct travel distance conditions that could potentially occur for areas open to an atrium are now each addressed individually in order to clarify their application. Pages 29-30 apply to egress and ingress of atriums of 200 ft or more

P 31. Private Garage Floor-Area Limitation- A Group U private garage is now limited to a maximum floor area of 1000 square feet; however, multiple Group U private garages are permitted in the same building where they are compartmentalized by minimum 1-hour fire separations.

P 33. Private Parking Garage Ceiling Height- The allowance for a 7-foot ceiling height previously permitted for public garages has now been extended to private garages and carports.

P 34. Group I-2 Shared Living Spaces- Shared living spaces, group meeting areas, and multipurpose therapeutic spaces are now permitted to be open to corridors in Group I-2, Condition 1 nursing homes provided five specific conditions are met.

P 36. Group I-2 Cooking Facilities- A room or space containing a cooking facility with domestic cooking appliances is now permitted to be open to the corridor in a Group I-2, Condition 1 nursing home provided 13 specific conditions are met.

P 39. Maximum Size of Group I-2 Smoke Compartments-The maximum allowable smoke compartment size for Group I-2, Condition 2 hospitals and similar occupancies has been increased to 40,000 square feet.

P 41. Horizontal Sliding Doors at Stage Proscenium Opening-An additional method of stage proscenium opening protection has now been provided that permits the use of horizontal sliding doors having a minimum fire protection rating of 1 hour.

P 43. Travel Distance in Aircraft Manufacturing Facilities-The travel distance allowances for aircraft manufacturing facilities have been significantly increased based upon a combination of the manufacturing area's height and floor area.

P 45. Storm Shelters Serving Critical Emergency Operations Facilities-The construction of complying storm shelters is now required in critical emergency operations facilities where such facilities are located in geographical areas where the shelter design wind speed for tornadoes is at its highest.

P 47. Storm Shelters Serving Group E Occupancies - Storm shelters are now required in Group E occupancies located in those areas of the United States where the shelter design wind speed for tornadoes is at its highest. (additional buildings, expansion of foot print)

P 49. General Building Height and Area Limitations-The provisions regulating building height and area limitations have been extensively revised with no change in technical application in order to provide an increased degree of user-friendliness and technical consistency.

P 51. Building Height and Number of Stories - In order to increase the degree of user-friendliness of the process by which the allowable building height provisions are determined, Table 503 has now been reformatted as Tables 504.3 (allowable height in feet) and 504.4 (allowable number of stories above grade plane), and any applicable sprinkler increase has been incorporated directly into the new tables.

P 53. 505.2.3, Exception 2 Mezzanine Openness-Direct access to at least one exit at the mezzanine level is no longer required for those enclosed mezzanines regulated by Exception 2 of Section 505.2.3.

P 55. Table 506.2 Building Area-In order to increase the degree of user-friendliness of the process by which the allowable building area provisions are determined, Table 503 has now been reformatted as new Table 506.2 (Allowable area factor in square feet), and any applicable sprinkler increase has been incorporated directly into the new table.

P 57. 507.1 Basements in Unlimited Area Buildings Unlimited area- The allowance of a single-story basement in unlimited area buildings has now been clarified.

P 58. 507.9 Group H-5 in Unlimited Area Buildings-Group H-5 buildings are now permitted to be unlimited in area under the special provisions of Section 507.

P 60. Table 509 Fire Protection from Incidental Uses-A more detailed analysis of various support spaces within a healthcare or ambulatory care facility is now possible due to modifications to Table 509 regulating incidental uses.

P 64. 510.2 Horizontal Building Separation-In the special provisions of Section 510.2 addressing pedestal buildings, there is no longer a limit of one story above grade plane for that portion of the structure that occurs below the 3-hour horizontal separation.

P 67. Table 601, Footnote d to Table 601-addressing 1-hour substitution has been deleted based upon the extremely limited applicability of the footnote, along with the significant potential for misuse.

P 69. 602.4 Type IV Member Size Equivalencies-Equivalent size dimensions for structural composite lumber (SCL) in relationship to solid-sawn Type IV heavy-timber members have been introduced into Table 602.4.

P 71. 602.4.2 Cross-Laminated Timber in Exterior Walls-Cross-laminated timber is now permitted within the exterior walls of Type IV buildings where protected by one of three specified materials.

P 72. 603.1, Item 26 Wall Construction of Freezers and Coolers-Walls of freezers and coolers located in buildings of Type I and II construction may now be constructed of wood materials provided three conditions are met.

P75. 704.4 Protection of Secondary Members-For structural fire protection purposes, the secondary member protection requirements have been reformatted and clarifies that the secondary members in a horizontal assembly can be protected by a ceiling membrane.

P 77. 705.2 Projections at Exterior Walls-The minimum required separation between the leading edge of a projection and the line used to determine the fire separation distance has been modified in a manner that provides for a significant increase in the separation required.

P 80. 705.2.3 Combustible Projections- The provisions regulating combustible projections adjacent to an interior lot line or other line used to determine the fire separation distance have been modified to provide a simple and consistent approach that is less restrictive than previously determined.

P 88. 706.2 Structural Stability of Fire Walls- The reference to NFPA 221 for fire wall design and construction has been expanded to permit the use of the “tied” and “cantilevered” options addressed in the standard.

P 97. 714.4.2 Membrane Penetrations- Where the double top plates of a wall interrupt the ceiling membrane of a horizontal assembly, the wall must now be sheathed only with Type X gypsum wallboard. The wall will not require a fire-resistance rating unless needed due to some other code requirement.

P 105. 903.2.1.6 Sprinkler Systems— Assembly Occupancies- An automatic sprinkler system is now required to be installed in a building when the roof is used for a Group A-2 assembly occupancy with an occupant load exceeding 100, as well as for other Group A occupancies where the occupant load exceeds 300.

P 107. 903.2.1.7 Multiple Fire Areas- Where small Group A fire areas share a common means of egress, the occupant load of the spaces must now be added together to determine if a sprinkler system is required.

P 109. 903.2.8 Sprinkler Systems—Group R Occupancies-Sprinkler requirements for Group R-4 occupancies are now dependent on the capabilities of the occupants. In buildings where occupants require limited assistance when responding to an emergency condition, additional sprinkler protection is required for attic spaces.

P 111. 903.3.1.1.2 Exempt Locations for NFPA 13 Sprinklers - An exemption for sprinkler systems in small resident bathrooms has been introduced into the IBC because the provision was removed from the current edition of the referenced NFPA 13 standard.

P 113. 903.3.1.2.2 Open-Ended Corridors- Where an NFPA 13R sprinkler system is installed, the sprinkler protection must now be extended to any open-ended corridors and associated exterior stairways, clarifying that an open breezeway is considered as an interior portion of the building and not an exterior location for the application of the sprinkler requirements.

P 115. 903.3.8 Limited Area Sprinkler Systems- Additional restrictions have been placed on limited area sprinkler systems, including a reduction in the system size to a maximum of six sprinklers within a single fire area.

P 118. 904.13 Domestic Cooking Systems in Group I-2 Condition 1- Requirements for domestic appliances installed within commercial facilities but used only for domestic cooking have been clarified, including provisions for an appropriate fire-extinguishing system for domestic cooking equipment in nursing homes, assisted living facilities and similar buildings.

P 120. 907.2.3 Fire Alarms—Group E Occupancies- The threshold for alarm systems in Group E occupancies has been increased such that a manual fire alarm is required where the occupant load exceeds 50, and an emergency voice/alarm communication (EVAC) system must only be provided where the occupant load exceeds 100.

P 124. 907.2.11.3, 907.2.11.4 Smoke Alarms Near Cooking Appliances and Bathrooms- Requirements from the NFPA 72 standard addressing the installation of smoke alarms near cooking appliances and bathrooms have been introduced to the IBC in order to provide direct guidance on the placement of smoke alarms.

P 126. 909.21.1 Elevator Hoistway Pressurization- Viable alternatives to the general elevator hoistway pressurization requirements are now available where pressurization is provided in lieu of an enclosed elevator lobby or an additional door.

P 136. 915 Carbon Monoxide Detection- The carbon monoxide (CO) alarm provisions have been relocated, reformatted and revised; the scope has been modified to exclude Group I-3 occupancies while adding Group E occupancies.

P 164. 1016.2 Egress through Intervening Spaces-A means of egress is now permitted through an elevator lobby provided access to at least one exit is available without passing through the lobby.

P169-172 References Corridor width are now available to be smaller as long as they are not the Main Corridor

P 173. 1023.3.1 Stairway Extension--An interior exit stairway is now permitted to continue directly into an exit passageway without a required fire door assembly to separate the two elements.

P 178. 1103.2.8 Areas in Places of Religious Worship-Small areas used for religious ceremonies are now exempt from the access requirements.

P 189-199 Defer to State inspection

P 223. 1607.12 Roof Loads-The term “vegetative roof” has been defined in Section 202 and a reference to ASTM E 2397 has been added to Section 1607.

P 225. 1607.12.5 Photovoltaic Panel Systems-Design requirements for roof structures supporting photovoltaic (PV) solar panels and modules have been added to Section 1607.

Discuss Roof Inspections fee for special inspector

P 298 2304.12 Protection Against Decay and Termites.- Modifications to Section 2304.12 identify exactly where waterborne preservatives are required and where they are not required.

P 320. 2902.3 Public Toilet Facilities-Limited-size quick-service tenant spaces are no longer required to provide toilet facilities for the public customers.

2018 IBC

P 17. 310.3, 310.4 Classification of Congregate Living Facilities- Dormitories and similar non-transient uses now are to be considered as Group R-3 occupancies where the occupant load is 16 or less. In addition, transient lodging houses, such as bed-and-breakfast establishments, can only be considered as Group R-3 occupancies where their total occupant load is 10 or less.

P23. 311.2 Classification of Self-Service Storage Facilities - Due to the reasonable expectation that self-storage facilities will contain a considerable amount of combustible materials, such facilities are now specifically identified as Group S-1 occupancies.

P141. Table 1004.5, 1004.8 Occupant Load Calculation in TABLE 1004.1.2 1004.5 Maximum Floor Area Allowances Business Use Areas- The method of calculating occupant load in business areas has been revised, which will typically result in reduced design occupant loads. However, higher design occupant loads can now be assigned to concentrated business areas such as telephone call centers and similar uses.

P 181. 1030.1 Required Emergency Escape and Rescue Openings—The occupancies where emergency openings are required have been clarified and the minimum number of required openings in a residential basement has been revised.
see page 143

p290. 3001.2 Emergency Elevator Communication Systems - Additional communication capabilities are now required in accessible elevators to enhance the usability of the two-way communication system by individuals with varying degrees of hearing or speech impairments.

P298. 3113 Relocatable Buildings-A process of acceptance for relocatable modular buildings has been established in order to provide clear and consistent direction in the relocation, reuse, and/or repurposing of such buildings.

2015 IRC *****

P4. R104.11 Alternative Materials, Design, and Methods of Construction and Equipment -When proposed alternatives are not approved, the reason for the disapproval must be stated in writing by the building official.

P5. R105.3.1.1 Existing Buildings in Flood Hazard Areas- Determination of substantial improvement for Existing buildings in flood hazard areas is the responsibility of the building official. The related provisions are now consolidated in Section R105.3.1.1.

P22. R301.2.1.1.1 Sunrooms-The 2015 International Residential Code requires sunrooms to comply with AAMA/NPEA/NSA 2100-12. The standard contains requirements for habitable and non-habitable sunrooms.

P35. R302.1 Exterior Walls--Unprotected roof overhangs are now permitted to project to within 2 feet of the property line when fireblocking is installed between the top of the wall and the roof sheathing. In most cases, projections are not permitted less than 2 feet from the property line. For dwellings with or without fire sprinkler protection, penetrations of exterior walls do not require fire-resistant protection unless they are located less than 3 feet from the property line.

p.46 R304.1 Minimum Habitable Room Area -The requirement for one habitable room with a minimum floor area of 120 square feet has been removed from the code.

P48. R305 Ceiling Height - The minimum ceiling height for bathrooms, toilet rooms, and laundry rooms has been reduced to 6 feet 8 inches. The exception for allowing beams, girders, ducts, or other obstructions to project to within 6 feet, 4 inches of the finished floor has been expanded to include basements with habitable space.

P62. R311.1 Means of Egress- The required egress door of a dwelling unit must open directly into a public way or to a yard or court that opens to a public way.

P63. R311.7.3, R311.7.5.1 Stair Risers-- The total vertical rise in a stairway without an intermediate landing has increased from 144 inches to 147 inches. The provision for allowing open risers has been clarified. It is based on the distance above grade or the floor below, not on the total rise of the stair. A new exception clarifies that open risers are permitted on spiral stairways.

P82. R315 Carbon Monoxide Alarms- CHANGE SUMMARY: Carbon monoxide alarms now require connection to the house wiring system with battery backup. Exterior work such as roofing, siding, windows, doors, and deck and porch additions no longer trigger the carbon monoxide alarm provisions for existing buildings. An attached garage is one criterion for requiring carbon monoxide alarms, but only if the garage has an opening into the dwelling. A carbon monoxide alarm is required in bedrooms when there is a fuel-fired appliance in the bedroom or adjoining bathroom. Carbon monoxide detection systems only require detectors installed in the locations prescribed by the code and not those locations described in NFPA 720.

P93. R325 Mezzanines-- New provisions in Section R325 place limitations on the construction of mezzanines related to ceiling height and openness consistent with the International Building Code (IBC).

p.97 R403.1.1 Minimum Footing Size- This code change divides minimum footing size and thickness into three expanded tables based on the type of construction being supported: light frame, light frame with veneer, and concrete or masonry. The values are also based on the type of foundation: slab on grade, crawl space, or basement. R403.1.6 Foundation Anchorage

P109. R403.1.6 Foundation Anchorage-Anchor bolts are now required to be placed in the middle third of the sill plate. Approved anchors may be used instead of ½-inch anchor bolts.

P113. R404.4 Retaining Walls - Retaining walls, freestanding walls not supported at the top, with more than 48 inches of unbalanced backfill must be designed by an engineer. Retaining walls resisting additional lateral loads and with more than 24 inches of unbalanced backfill must also be designed in accordance with accepted engineering practice.

P122. R507.2 Deck Ledger Connection to Band Joist- The deck ledger section is reorganized to better describe the minimum requirements for connection of deck ledgers to band joists.
Decking, Load, joists, beam, and spans-----similar to IBC 130-145

P168. R610.7 Drilling and Notching in Structural Insulated Panels- Drilling and notching provisions for structural insulated panels (SIP) are clarified.

P194 R806.1 Attic Ventilation - The 2012 IRC exception allowing the building official to waive ventilation requirements due to atmospheric or climatic conditions has been deleted.

P204. R905.16 Photovoltaic Shingles - Additional requirements and limits for photovoltaic shingles have been added to Section R905.16.

p.240 M1601.4 Duct Installation - Tapes and mastics used to seal sheet metal ducts must be listed to UL 181 B as has been required for sealing flexible ducts. Snap-lock and button-lock seams are no longer exempt from the sealing requirements.

P 273. Interpretation of Service/Utility line when it comes to water and sewer to Main. P306 has an illustration.

P288. P2801 Water Heater Drain Valves and Pans - The code now specifically requires drain valves with a threaded outlet for water heaters. The water heater pan requirements have been expanded to accept aluminum and plastic pans of the prescribed thickness. The code clarifies that a pan drain is not required when a water heater is replaced and there is no existing drain.

P293. P2901, P2910 through P2913 Nonpotable Water Systems - Nonpotable water outlets, such as hose connections, that utilize nonpotable water must be identified with a warning and a symbol that nonpotable water is being used. The color purple is established for identifying distribution piping conveying nonpotable water. New Sections P2910 through P2913 are extracted from the International Green Construction Code (IgCC) and intend to provide guidance on the collection, storage, and distribution of various types of nonpotable water for residential buildings.

2018 IRC

p.37 R302.2 Townhouse Separation-Two paths for achieving the fire-resistant separation between townhouse dwelling units—two 1-hour walls or a common wall—are spelled out in the townhouse provisions.

P41. R302.3 Two-Family Dwelling Separation-A new reference to Section 703.3 of the International Building Code (IBC) provides alternatives for determining the fire-resistance rating of wall and floor/ceiling assemblies for separation of dwelling units. ((Ducay amendment-Require in IRC 2018 code masonry parting wall with a minimum 4 hour rating unless fire suppression is in whole Building))

p90 R325.3 Mezzanine Area Limitation-The area limitation for mezzanines has been increased from one-third to one-half of the area of the room containing the mezzanine under certain conditions.

P149. R703.2 Water-Resistive Barrier--Water-resistive barrier materials other than No. 15 asphalt felt must be installed following the manufacturer's installation instructions. The exemption for detached accessory buildings is deleted.

P248 G2447.2 Commercial Cooking Appliances--Commercial cooking appliances are now permitted in dwelling units when installed in accordance with an engineered design and the manufacturer's instructions.

P260 P2713.1 Bathtub Overflow--Overflow outlets are no longer required for bathtubs.

P261. P2801.6 Plastic Pan for Gas-Fired Water Heaters--Plastic safety pans are now allowed under gas water heaters provided the material falls within the prescribed flame spread and smoke-developed indices.

2015 FIRE CODE *****

P7 – 403.2.4 Crowd Managers – Crowd managers shall be provided where required be Section 403.12.3

P8 – 403.3.3 Staff Training – Employees shall be periodically instructed and kept informed of their duties and responsibilities under the plan. Records of instruction shall be maintained. Such instruction shall be reviewed by the staff not less than every two months. A copy of the plan shall be readily available at all times within the facility.

P34 – 609.3.3.2 Inspection and Cleaning of Commercial Kitchen Exhaust Hoods – This section references a new standard that addresses the cleaning of commercial cooking exhaust hoods and ducts.

P40 – 807 Decorative Materials Other Than Decorative Vegetation in New and Existing Buildings – The requirements for decorative materials other than decorative vegetation have been reorganized and clarified.

P63 - 903.3.1.1.2 Bathrooms Exempt from Sprinkler Requirements – This new section provides criteria for not installing sprinklers in bathrooms of specific Group R occupancies.

P64 - 903.3.1.2 NFPA 1 3R Sprinkler Systems – This change correlates Group R limitations on height with the scope of NFPA 13R.

P69 – 903.3.8 Limited Area Sprinkler Systems – This change reduces the number of sprinkler heads that can be used in a limited area sprinkler system from 20 heads to 6 heads. This change provides additional criteria regarding the use of these systems.

P79 – 907.2.3 Group E Manual Fire Alarm System – The threshold for requiring a manual fire alarm system has been raised from 30 occupants to 50. The emergency voice/alarm communication system requirement has been raised to 100 occupants.

P106 – 915 Carbon Monoxide Detection – The requirements for carbon monoxide detection have been completely rewritten to clarify the provisions, relocated to a new Section 915, and expanded to address classrooms in Group E occupancies.

Appears to be required everywhere now

P158 – 1105 Construction Requirements for Existing Group I-2 Occupancies – Retroactive construction requirements have been added to the IFC to provide a minimum level for fire and life safety in existing Group I-2 occupancies.

For any I-2, retroactive construction shall be required (could potentially affect businesses)

P198 – 5307 Carbon Dioxide (CO2) Systems Used in Beverage Dispensing Applications – Large refrigerated carbon dioxide systems create a life safety hazard. Regulation of these systems is now included in the 2015 IFC.

Could potentially affect businesses in town

2018 FIRE CODE *****

P4 – 314.4 Indoor Display of Vehicles – This section is revised to clarify it applies to both liquid-fueled vehicles and gaseous-fueled vehicles. Additionally, it has been modified to allow the Fire Code Official the ability to determine the best method of safeguarding the vehicle regarding the battery and electrical system.

P30 – 807.1, 807.2, 807.5 Combustible Decorative Materials – The limitations on decorative combustible materials are clarified as to where they apply

Could affect the Colleyville Center

P66 – 907.2.10 (deleted) Group R-4 Fire Alarm System – Fire alarm systems are no longer required in Group R-4 occupancies.

P93 – 1010.1.4.4 Locking Arrangements In Educational Occupancies – Guidance is provided to allow enhanced security measures yet still meet egress requirements for classroom doors

P125 – 1029.9.1 Minimum Aisle Width – Minimum aisle widths in assembly occupancies are clarified with a reference added for minimum widths for accessible routes

Could affect outdoor seating at city events including clustered seating and bleachers

P155- Chapter 22 Combustible Dust – Reference to the new NFPA 652, “Standard on the Fundamentals of Combustible Dust,” is added to provide guidance and criteria when evaluating combustible dust hazards.

Could potentially affect the cabinet maker on Precinct Line Rd

P158 – 2306.7.3.1 Protection from Vehicle Impact – The fire code official has the authority to require additional vehicle impact protection at fuel dispensing facilities.

Could require stone or other material for bollards

P177 – Chapter 31 Umbrella Structures – A new definition is added for umbrella structures which results in regulation of umbrella structures when they exceed 400 square feet.

Could potentially affect business at 62 Main

P184 – 3105, 105.6.47, 105.7.22 Temporary Special Event Structures – The requirements for temporary stage structures are expanded to include all temporary structures greater than 400 square feet when used at special events.

P198 – 33405.5, 3308, 3309.1 Fire Watch During Construction and Demolition – Criteria for requiring fire watch has been added to the code along with clarification to the functions and duties of the fire watch personnel.

P231 – 5707 Mobile Fueling Operations - On-demand mobile fueling is allowed to occur at approved locations and under the control of a permit issued by the fire code official.

Might start seeing these in the future

P234 – 6104.3 Location of LP-gas Containers – New Footnote g specifies separations between above-ground LP-gas containers and public ways.

Municipalities cannot regulate the propane industry

2018 ISPSC

➤ *Arrows in the book means they took something out of the Code.*

P17 sec. 307 **307.1.2 Colors and finishes.** For other than *residential* pools and *residential* spas, the colors, patterns, or finishes of the pool and spa interiors shall not obscure objects or surfaces within the pool or spa.

Reviewed Full book, nothing important stands out.

2015 PMG

P17. 403.3 Required Public Toilet Facilities Exception--Occupancies that have limited areas for public access, such as dry cleaners, take-out only restaurants and automated teller machine lobbies, do not require public toilet facilities for those limited areas (300 ft² or less).

P26. 423.3 Footbaths, Pedicure Baths and Head Shampoo Sinks - Water-temperature-limiting devices are required

for footbaths (integral or not integral to pedicure chairs) and head shampoo sinks.

P30 504.7.2 Water Heater Pan Drain Line--In a replacement water heater installation situation, there might not be a nearby drain point for a required pan for the water heater. This code modification allows a pan to not have a drain line if one is not present.

2018 PMG

Reviewed Full book, nothing important stands out.

2018 Property Maintenance code will be addressed as a separate issue.

2020 NEC Committee felt expertise and ability to debate life safety and engineering design issues are beyond committee ability as it relates to the electrical Code.

What's New in the 2018 I-Codes?

2018 International Building Code® (IBC®)

- Accessory storage spaces of any size are now permitted to be classified as part of the occupancy to which they are accessory.
- New code sections have been introduced addressing medical gas systems and higher education laboratories.
- Use of fire walls to create separate buildings is now limited to only the determination of permissible types of construction based on allowable building area and height.
- Where an elevator hoistway door opens into a fire-resistance-rated corridor, the opening must be protected in a manner to address smoke intrusion into the hoistway.
- The occupant load factor for business uses has been revised to one occupant per 150 square feet.
- Live loads on decks and balconies increase the deck live load to one and one-half times the live load of the area served.
- The minimum lateral load that fire walls are required to resist is five pounds per square foot.
- Wind speed maps updated, including maps for the state of Hawaii. Terminology describing wind speeds has changed again with ultimate design wind speeds now called basic design wind speeds.
- Site soil coefficients now correspond to the newest generation of ground motion attenuation equations (seismic values).
- Five-foot tall wood trusses requiring permanent bracing must have a periodic special inspection to verify that the required bracing has been installed.
- New alternative fastener schedule for construction of mechanically laminated decking is added giving equivalent power-driven fasteners for the 20-penny nail.
- Solid sawn lumber header and girder spans for the exterior bearing walls reduce span lengths to allow #2 Southern Pine design values.

2018 International Residential Code® for One- and Two-Family Dwellings (IRC®)

- An updated seismic map reflects the most conservative Seismic Design Category (SDC) based on any soil type and a new map reflects less conservative SDCs when Site Class A, B or D is applicable.
- The townhouse separation provisions now include options for using two separate fire-resistant-rated walls or a common wall.
- An emergency escape and rescue opening is no longer required in basement sleeping rooms where the dwelling has an automatic fire sprinkler system and the basement has a second means of egress or an emergency escape opening.
- The exemption for interconnection of smoke alarms in existing areas has been deleted.
- New girder/header tables have been revised to incorporate the use of #2 Southern Pine in lieu of #1 Southern Pine.
- New tables address alternative wood stud heights and the required number of full height studs in high wind areas.

2018 International Fire Code® (IFC®)

- New provisions address hazards related to outdoor pallet storage, higher education laboratories, mobile food trucks and plant processing and extraction activities.
- Mass Notification Requirements for college and university buildings have been added to the code.
- Sprinkler protection is now required in existing Group A-2 occupancies having an occupant load of 300 or more where alcoholic beverages are consumed.
- A new chapter has been added to address issues related to Energy Systems.
- Integrated testing requirements for fire protection and life safety systems have been added for high rise buildings and smoke control systems.
- The requirements for gas detection systems have been revised throughout the code to be more reflective of industry practice.
- Required sprinkler protection of Group E occupancies has been expanded through the introduction of a new thresholds related to fire areas.
- Manual fire alarm systems in Group A occupancies are now required not only when the occupant load is 300 or more but also where the occupant load exceeds 100 above or below the lowest level of exit discharge.
- A manual fire alarm system and an automatic smoke detection system are no longer required in Group R-4 occupancies.
- New provisions require illumination for the exit discharge path of travel to the public way or to a safe dispersal area for all occupancies.
- Provisions have been added to address the hazards associated with outdoor assembly events, indoor trade shows and exhibitions.
- The fire watch requirements for construction and demolition activities have been enhanced.
- The provisions for the maintenance of fire and smoke protection features in Chapter 7 have been enhanced and reorganized.
- The applicability of the decorative materials requirements in Chapter 8 have been clarified.

2018 International Plumbing Code® (IPC®)

- Updated table for the Minimum Number of Required Plumbing Fixtures
- Single-user toilet facilities (a room having a single water closet and a single lavatory) are not required to be labeled for use by only a male or female (separated use designations).
- Solar thermal water heating systems need to conform to the ICC 900/SRCC 300 standard.
- Well systems are required to comply with standard NGWA-01 where local requirements do not cover subject matter or are lacking in detail on others.

2018 International Mechanical Code® (IMC®)

- Added coverage of pollution control units.
- A new exception was added to recognize Type I kitchen hoods listed for clearances to combustibles of less than 18 inches.
- Added coverage for a newer type of non-metallic duct, phenolic duct.
- New coverage for high volume large diameter fans (HVLD), also referred to as high volume low speed (HVLS) fans.

- Relaxed requirements for sealing of duct joints and seams for Snap- and Button-lock duct joints located within the thermal envelope.

2018 International Fuel Gas Code® (IFGC®)

- A new Section was added to recognize arc-resistant CSST products.
- The code now allows Schedule 10 steel pipe to be used, whereas previously, Schedule 40 was the lightest steel pipe material allowed. Schedule 10 steel pipe joints are allowed to be welded, brazed, flanged or assembled with press-connect fittings. Schedule 10 pipe cannot be threaded.
- The code clarifies that appliance shutoff valves located behind movable appliances, such as ranges and clothes dryers, are considered to be provided with the required access.
- The code now calls for the plastic vent pipe material to be labeled as complying with the standards for the specific pipe material as called out by the manufacturer.
- The clearances between direct-vent appliance vent terminals and openings in the building exterior that could allow combustion products to enter the building have been revised.

2018 International Energy Conservation Code® (IECC®)

- Revisions to interior and exterior lighting power budgets and better clarity for lighting controls.
- Clarity that regardless of design methodology, system commissioning is required.
- New limits on heated or cooled vestibules.
- Mechanical provisions reorganized based on equipment type rather than design methodology.
- The maximum allowable fenestration U-factors in Table R402.1.2 (for the prescriptive compliance path) for climates zones 3 through 8 have been reduced from the values in the 2015 edition.
- The ICC/RESNET 380 standard has been included as one of standards that can be used for determining the air leakage rate of a building or dwelling unit.
- The Energy Rating Index compliance alternative index values have been increased slightly however, the method for determining an index is now required to be in accordance with standard ICC/RESNET 301.

2018 International Existing Building Code® (IEBC®)

- Section 410 Accessibility has been relocated to a new Section 305. Chapters 4, 5, 6, 13 and 14 have been relocated resulting in a reorganization and new chapter numbering.
- Requirements for live loads from Chapters 4 and 8 have been combined and placed in Chapter 3 to apply for all compliance methods.
- Structural components damaged by snow events must be repaired assuming snow loads for new buildings from the IBC.
- A new exception is added for loading of existing structural elements next to an addition in buildings designed using the IRC.
- When a work area includes more than half the building in an alteration, wall anchors must be installed at the roof line along reinforced concrete and masonry walls.
- Buildings undergoing a change of occupancy shall have live, snow, wind and seismic loads checked. Design loads are based on IBC-level forces.

- When a change of occupancy occurs placing a building in a higher risk category, the seismic loads on the building must be evaluated using IBC-level forces. Access to the building must be maintained when passing through or near other buildings and structures.
- Where storm shelters are required based on IBC and ICC 500 for Group E Occupancies, any addition to such existing occupancies where the occupant load of the addition is 50 or more will trigger the construction of a storm shelter.
- Carbon Monoxide provisions have been added in the Prescriptive Method Additions, Alterations Level 2 Additions, and in Additions for I-1, I-2, I-4 and R Occupancies.
- Emergency Escape and Rescue Opening provisions related to being operational have been added to Prescriptive Compliance Method and Alterations Level 1.
- Single exit buildings and spaces under Alteration Levels 2 and 3 have been modified to be more consistent with the IBC.
- The Alterations Level 2 requirement that water for automatic fire sprinkler system be available at the floor of alteration without the need for a fire pump has been moved to Chapter 9 for Alterations Level 3 and the fire pump criterion was deleted.

2018 International Swimming Pool and Spa Code® (ISPSC®)

- It was clarified that flotation tank systems for sensory deprivation therapy are not within the scope of the ISPSC.
- Hot water storage tanks are now required to be listed and labeled to a standard.
- New sections were introduced into the code to cover solar thermal water heating systems. Installation requirements refer to the IMC.



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number
Type Worksession
Department City Secretary

Agenda Date 9/21/2021

Title

Discussion of the September 21, 2021, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 1

Agenda Date 9/21/2021

Type Executive Session

Department City Secretary

Title

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including: 62 Main Street LLC, Tap Realty, LLC, vs Neighborhood Management, Inc. ET AL and update on Texas opioid litigation settlement and the City's pending claim

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities, including: Acquisition of real property along SH26

Section 551.087 - Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect

Attachments

RESOLUTION R-21-4650

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF SEPTEMBER 21, 2021**

WHEREAS, following discussion in Executive Session, and in full accordance with the requirements of the Open Meetings Act, the City Council determines that the following action is in the best interests of the health, safety and welfare of the public.

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

Sec. 1. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

RESOLUTION R-21-4651

APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF SEPTEMBER 21, 2021

WHEREAS, City Council has taken action on certain items on the agenda under Consent Items.

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

- Sec. 1. THAT the agenda decisions approved by City Council action under Consent Items as follows are hereby adopted:
- a. Approval of the minutes of the Regular City Council meeting of September 7, 2021
 - b. Approval of the second renewal of the Interlocal Agreement for Combined Public Safety Dispatching and Jail Services
 - c. Approval of the continuance of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$205,249.40, and authorize the City Manager to execute same, and any associated change orders, in an amount not to exceed 25-percent of the contract price
 - d. Approval of an agreement with MESA for construction administration and observation services for the SH26 Gateways project, in an amount not to exceed \$199,775, and authorizing the City Manager to execute the agreement
 - e. Approval of a five-year term service agreement with Trane Service Group, utilizing OMNIA Partners, to provide for the inspection, maintenance, and repair of the HVAC system at City Hall and the Library, in an amount not to exceed \$83,724.00, and authorize the City Manager to execute the agreement
 - f. Approval of a five-year term service agreement with Trane Service Group, utilizing OMNIA Partners, to provide for the inspection, maintenance, and repair of the HVAC system at the Justice Center, in an amount not to exceed \$195,362.00, and authorize the City Manager to execute the agreement

g. Adoption of the Fiscal Year 2022 to 2026 Capital Improvement Program (CIP)

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Minutes - Draft

City Hall
100 Main Street
Colleyville, Texas 76034
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Tuesday, September 7, 2021

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, September 7, 2021, at 5:30 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

ALSO PRESENT: City Manager Jerry Ducay, Assistant City Manager Mark Wood, Assistant City Manager Adrienne Lothery, Police Chief Michael Miller, Community Development Director Ben Bryner, Public Works Director Ray Silva-Reyes, Library Director Mary Rodne, Parks and Recreation Director Lisa Escobedo, Colleyville Center/Colleyville Business Center Manager Leslie Hill, City Attorney Nicole Corr, and City Secretary Christine Loven.

WS-1 Overview of the Colleyville Public Library Long-Range Plan Update

Library Director Mary Rodne provided highlights of past long range plan elements, which have been implemented and introduced Bill Hidell of Hidell Architects, who will conduct the long-range plan, and members of the Colleyville Library Board.

Mr. Hidell gave an overview of the planning process phases, which include data, collection, design workshop, long-range plan survey, and a final report. Mr. Hidell explained the public input process under the design workshop would provide for stakeholders to exchange ideas and information utilizing data as a backdrop to start the discussion and navigate solutions. The results of the process will establish short and long-term goals for user-centered service delivery, marketing, collections, technology, programs, and services.

In answer to questions from Mayor Newton, Mr. Hidell noted the Colleyville Library has been very successful where others have failed, and the long-range plan will establish needs and measurable goals. Mr. Hidell stated he anticipates this project to last two to three months.

WS-2 Discussion of a citizens committee to evaluate a potential General Capital Projects fee

Mayor Newton stated he would like the Council to consider creating a citizens committee to evaluate a general capital projects fee, much like the citizens committee, which developed the water and wastewater base rates. The City Council agreed with the need for the committee and directed staff to draft objectives and a resolution to bring before the Council at the next meeting.

WS-3 Discussion of a Heroes Park Nomination Review Committee

Mayor Newton advised the City Council he would like to take the lead to develop criteria to be selected for inclusion in Heroes Park. He noted this was once at the discretion of the Historical Preservation Committee and he would like a more formalized, sustainable process. With City Council agreement, Mayor Newton will bring recommendations to the City Council in October for further discussion and implementation.

WS-4 Discussion of Tinker Road Improvements Project

Public Works Director Ray Silva-Reyes presented this item by giving a recap of the purpose of this project, which is to provide a safe road with improved surface, address specific drainage issues, provide pedestrian transportation, and replace utilities where appropriate. Director Silva-Reyes noted the current recommendation for the project is to implement a maintenance strategy and preserve an expansion option for the future. He reviewed the staff recommended details of the project and sought City Council direction. There were several Tinker Road residents who asked questions of the City Council and provided input on their preferences, which included placing a sidewalk on only one side of the road, no installation of an eight-foot trail on the north side, and to be diligent in removing as few trees as possible. Following the discussion, City Council directed staff to collect additional data regarding trees, right-of-way acquisition, and a survey, which provides the number of houses, mailboxes, and fencing, which will potentially be impacted and to bring a report to the City Council at a future meeting.

WS-5 Discussion of the September 7, 2021, City Council regular agenda items

Mayor Newton stated due to an upgrade to the voting software not being complete, he will call the vote manually for all items on this agenda. He also noted tabled items 8a and 8b will be removed from the table and dispensed with, however, due to a last minute change in availability, the applicant for item 7b has asked for the item to be tabled.

Mayor Newton adjourned the Worksession at 6:26 p.m. and called the Executive Session to order.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Bobby Lindamood, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

1. EXECUTIVE SESSION - In accordance with Texas Government Code, Chapter 551, Subchapter D

Section 551.071 - Legal - Consultation with attorney on legal issues raised by items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding contemplated and/or pending litigation, including 62 Main Street LLC, Tap Realty, LLC, vs Neighborhood Management, Inc. ET AL

Section 551.072 - Real Estate - Deliberate the purchase, exchange, lease, or value of real property for City facilities, including Acquisition of real property along SH26

Section 551.087 – Economic Development - Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect

There was no action taken and Mayor Newton adjourned the Executive Session at 7:10 p.m. p.m.

Mayor Newton called the regular meeting of the City Council to order at 7:31 p.m. and called the roll.

ROLL CALL: Mayor Richard Newton, and Councilmembers Tammy Nakamura, Kathy Wheat, George Dodson, Chuck Kelley and Callie Rigney.

ABSENT: Mayor Pro Tem Bobby Lindamood

INVOCATION: Pastor Kyle Bauman, Bear Valley

PLEDGE OF ALLEGIANCE: City Attorney Nicole Corr

Mayor Newton stated Mayor Pro Tem Bobby Lindamood had a family emergency and had to leave. He then welcomed City Attorney Nicole Corr, who is filling in for Whitt Wyatt.

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-21-4645

This resolution was not needed.

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**Announcements of civic and charitable events****Presentation of calendar events and updates****Announcements of awards and recognition*****Mayor Newton presentation of the key to the City to U. S. Representative Beth Van Duyne***

Mayor Newton welcomed U. S. Representative Beth Van Duyne and thanked her for representing the citizens of Colleyville. He gave a brief overview of Representative Van Duyne's accomplishments and presented her with a key to the City. Congresswoman Van Duyne thanked the Mayor and took questions from the City Council.

Tarrant County Bond Election information by Tarrant County Commissioner Gary Fickes

Mayor Newton welcomed Precinct 3 Tarrant County Commissioner Gary Fickes who brought information on the 2021 Transportation Bond election. Commissioner Fickes noted the bond election would be conducted November 2, 2021 with early voting occurring October 18 through October 29, 2021. Commissioner Fickes explained the bond program goals are to reduce congestion and increase mobility, enhance safety and improve connectivity, and provide a broad range of projects and agency participation without a tax increase. He went on to review the structure, the projects submittal summary, and the project categories. Mayor Newton expresses his appreciation and that of the City to Commissioner Fickes for being a supportive partner and awarding funding to the City.

Mayor Newton and the Councilmembers made the following announcements:

COVID-19 Update – Colleyville's active positive case count remains steady at around 200 cases. The hospital and TSA-E statistics have also remained consistent. I want to call your attention to the two charts from TarrantCounty.com. The first one is the epidemic curve. It shows a plateau of cases around mid-August, continuing throughout August, and then sharply decreases the week ending September 4th. We do not know why this is the case or if it is a trend. It is the data we have, is good news, and we will continue to monitor. Similarly, this chart, which is deaths, is very similar and shows a plateau in mid-August followed by a decline for last week. Further, the City received an email from Tarrant County Public Health recently that said they are changing first responder notifications for COVID. Tarrant County Public Health is no longer providing advance notice of COVID cases to be able to flag in CAD systems. They said, though, that they would provide notification when Tarrant County Public Health monitors individuals for exposure to other communicable diseases.

9-11, 20th Anniversary Remembrance Ceremony – The Colleyville Fire Department invites the public to a remembrance ceremony honoring the lives lost on 9/11/2001. The event includes a presentation of the flags by Colleyville Fire Department's Honor Guard, invocation by Colleyville Fire Department's Chaplain Jeremy Lewis, guest speakers Chief Mark Cantrell and Mayor Richard Newton, and concludes with a moment of silence. The event will be held on Saturday, September 11, 9 AM, at City Hall Plaza.

Colleyville Fire Department 2021 Mission Lifeline Silver Award – Colleyville Fire Department has received the American Heart Association's 2021 Mission: Lifeline® EMS Silver Plus Achievement Award for implementing specific quality improvement measures to treat patients who suffer severe heart attacks. Over the last three years, our department has had 17 saves!

"Colleyville Fire Department is honored to be recognized by the American Heart Association for our dedication to providing optimal care for heart attack patients," said Chief Mark Cantrell. "The Mission: Lifeline program puts proven knowledge and guidelines to work on a daily basis so patients have the best possible chance of survival."

Police Department Personnel Recognition on National Stage – We were notified by the Department of Justice this week that Detective Prater and Detective Self have been named separately as finalists for the Attorney General's Award for Distinguished Service in Policing. The Attorney General's Award recognizes individual state, local, or tribal sworn, rank-and-file police officers and deputies for exceptional efforts in community policing. Those awarded will have demonstrated active engagement with the community in one of three areas: criminal investigations, field operations, or innovations in policing. The Detectives were nominated separately for their work on the two criminal investigations that received awards from the International Association of Chiefs of Police. It will be another five or six weeks before the winners are selected. We continue to be proud of the exceptional work coming out of the Police Department.

Powerful Response to Military Care Package – This week we received yet another nice message from a member our armed forces. Sgt. Peter Hilleren sent the following note extoling the virtues of his connection to Colleyville. It was a positive reflection of our City and the exceptional service of those who keep our nation safe. Sgt. Hilleren's email fills our hearts with pride and appreciation for this exceptional City and this exceptional nation!

City of Colleyville,

I would just like to say thank you. As a member of the United States Military, I genuinely appreciate your support. Your care package was a very nice surprise.

One thing I learned from my dad, early in life, was that where you come from means something. It helps establish your values, customs, beliefs, traditions, etc. My family moved to Colleyville in 1997 and my parents still live there. My dad is a member of the local Lions club, as well as a Citizen on Patrol (COP). Colleyville is home to me.

America is such a great place. Four deployments overseas have made me appreciate not only our way of life, but also our freedoms and prosperity. I'm proud to say that I'm from the great state of Texas, as well as the great city of Colleyville.

*PETER R. HILLEREN, TSgt, USAF
Professional Military Education Instructor*

Paying It Forward – A Public Works Operation crew responded to a waterline leak inside the Tara Subdivision on Wednesday night (9/1) at 10:30 p.m. Upon further inspection, the waterline leak turned out to be a 10-inch waterline break. Due to the size of the break on the waterline, it had to be repaired right away. The Operation crew spent all night repairing the waterline, and finished around 9 a.m. the next day. Afterwards, management took the crew out for brunch to thank them for working through the night. The crew chose to eat at Benny's Café. After the crew finished eating brunch, we were informed that another table picked up the tab for the crew. The individual who picked up the tab turned out to be Professional Golfer, Ryan Palmer. We did not get a chance to thank him for picking up the tab since he left before we finished eating, but the gesture was appreciated by the crew. The individuals who worked on the repair were Robbie Pinner, Clinton Seagroves, Gilberto Rolon, Adrian Atilano, Caesar Nunez, John Bland, and Jon Escamilla. We appreciate the crew's efforts to work through the night to make the necessary repair to the waterline. We are so blessed to have a wonderful public works crew who is supported by our exceptional residents. Yet another example of the Colleyville spirit. Thank you to our Public Works crew and thank you Mr. Palmer.

Building Code Committee Competes Review – For nearly five months, a staff committee has met on a weekly basis to review the 2015 and 2018 updates to the International Residential, Commercial (Building), Fire, Energy, Plumbing / Mechanical / Gas, Electrical and Pool/Spa Code (15 books in all). The committee will present a recommendation for adoption at the September 21st council worksession with formal adoption coming at a future council meeting. This volunteer committee is to be commended for their commitment to this effort.

4. CONSENT: READING AND PUBLIC HEARING - RESOLUTION R-21-4646

- 4a** Approval of the minutes of the regular City Council meeting of August 17, 2021

- 4b** Approval to enter into a Construction Services Agreement with Child's Play, Inc., for the installation of the City Park softball shade structure with seating and playground, in an amount not to exceed \$118,140, and authorizing the City Manager to execute the Agreement
- 4c** Approval to use the Voluntary Library Fund in Fiscal Year 2022, for the purchase of library materials, collection processing supplies, and library programs, in an amount not to exceed \$170,000
- 4d** Approval of the FY22 Contractual Agreement between the City of Colleyville and the Colleyville Chamber of Commerce
- 4e** Adopting the Economic Development Capital Improvement Program (EDCIP) for the Fiscal Years 2022-2026 of the Colleyville Economic Development Corporation
- 4f** Adoption of the Colleyville Economic Development Corporation Fiscal Year 2022 Budget

Mayor Newton read Resolution R-21-4646 in its entirety.

Parks and Recreation Director Lisa Escobedo presented item 4b, which is a small playground on a pour-in-place surface, and a large hexagon shade structure that would complement the current baseball shade structure, and was provided for in the 2021 Capital Improvement Plan. Councilmember Dodson asked why the additional costs of excavation, landscaping, and concrete were not included in this quote. Director Escobedo noted much of the ground preparation would be done by a separate contractor and the City. Councilmember Wheat clarified the project is going to come in under the budgeted \$300,000 and Director Escobedo confirmed.

Library Director Mary Rodne presented item 4c. There were no questions.

Colleyville Center and Colleyville Business Center Manager Leslie Hill presented item 4d. There were no questions; however, Mayor Newton stated the difference in the contract includes enhanced IT services to the Chamber, which will enhance their services.

Finance Director Kyle Lester presented items 4e and 4f. There were no questions.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 8:57 p.m.

Councilmember Dodson made a motion to approve Resolution R-21-4646, seconded by Councilmember Nakamura.

The motion to approve carried by the following vote:

Ayes: 6 - Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Absent: 1 – Mayor Pro Tem Lindamood

5. ORDINANCE(S): FIRST READING AND PUBLIC HEARING

5a Ordinance O-21-2168

Consideration of an amendment to the PUD-C Planned Unit Development-Commercial district, specifically to revise the building elevations on Lot 2, Block 1, BYD Addition, located at 1109 Glade Road, Case ZC21-017

Community Development Director Ben Bryner presented this item, which is a request to amend the PUD-C to provide for new building elevations on the last remaining lot approved under the 2014 PUD-C.

City Manager Jerry Ducay stated the previously approved ordinance had an exhibit attached showing the elevations and was referenced in the ordinance to require the construction to be generally consistent, staff took the position that there was not a general consistency in the design and therefore required the applicant to go back through the PUD process. Manager Ducay stated the direction is not a reflection of the quality of the construction or proposed elevations, he felt the PUD was clear and would have to be adhered to, or Council would have to consider any changes before the permit could be issued.

Councilmember Dodson stated there is not an increase in size, only in design, and it looks reasonable to him.

Mayor Newton asked staff what type of building material would be used. Director Bryner responded stone, brick, and painted metal.

Mayor Newton opened the public hearing at 9:05 p.m.

Becky Freeman, 1112 Jo Carol, asked the City Council the answer the following questions regarding the project: is there parking behind the building, where the trash receptacle would be located, are the windows reflection, what type of lighting is allows and will there be landscaping.

There were no others wishing to speak and Mayor Newton closed the public hearing at 9:08 p.m.

Mayor Newton asked the applicant to come forward to answer the questions put forth by Ms. Freeman. Applicant Doug Skomer, 1105 Glade Road, came forward and advised the City Council and Ms. Freeman there is no parking behind the building, the trash receptacles are yard carts taken to the street, not a dumpster to be serviced, the exterior lights are required at the exterior doors and are coach

lights, and the landscaping will be finished per the PUD. In addressing the window reflection, Mr. Skomer stated the windows are non-reflective and the building faces north and south and the stone wall will also reduce any reflection.

Mr. Skomer also stated the entry feature of the building is stucco board with a metal awning. Councilmember Dodson asked Mr. Skomer why he is using stucco board instead of stucco. Mr. Skomer replied the stucco board has a warranty of 100 years and is easier to maintain. Upon further questioning, Mr. Skomer clarified the material he called stucco is actually a Hardy Board product which is a concrete based product.

There was discussion regarding shrubs and window treatments. Mr. Skomer stated the windows will not have treatments and the landscaping will be in accordance with the PUD.

This was a first reading; therefore, Council did not take action.

5b Ordinance O-21-2169

Amending Ordinance O-20-2134 relating to the Fiscal Year 2021 budget

Mayor Newton read the caption of Ordinance O-21-2169.

Finance Director Kyle Lester presented this item, noting the ordinance provides for the transfer of the FY 2021 operating surpluses to the respective Capital Projects Fund for future capital projects (General, Utility, and Drainage Funds). He stated in the event the expenditures in a department exceed the adopted budget for the department, there would be a transfer of all or part of the unencumbered appropriation balance from one department to another. He noted there are several overages in the FY21 budget due to increased IT costs related to videos, events advertising, increased electricity, phone, first response costs related to winter storm/pandemic, and legal fees. These overages are minor and will be handled as described above. There will be a significant operating surplus overall. The City Manager and Mayor estimates of the surplus range between 1 and 2 million dollars.

There were no questions.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 9:26 p.m.

This was a first reading therefore; City Council did not take any action.

5c Ordinance O-21-2170

Adoption of the proposed Fiscal Year 2022 budget

Mayor Newton read the caption of Ordinance O-20-2134.

Finance Director Kyle Lester presented this item, and provided a history of the Council's budget efforts since 2018. He then highlighted the key accomplishments of this proposed budget, which include the no-new-revenue tax rate for fourth consecutive year, a balanced budget which demonstrates responsible fiscal management, and maintains service levels across the City, without cuts. Director Lester stated the proposed budget aligns expenditures with appropriate funding sources, and the CIP includes investment in and replacement of the City's infrastructure and furthers beautification efforts throughout the community.

Director Lester reviewed property value calculations, the proposed tax rate, and proposed revenues and expenditures by fund. Director Lester stated the only variable in the Utility Fund is the Trinity River Authority as we pay for what is used, but plan for what is proposed.

City Council thanked staff for their work on the budget and meeting the City Council goals and strategies.

There were no questions.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 9:44 p.m.

This was a first reading therefore; City Council did not take any action.

5d Ordinance O-21-2171

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2022

Mayor Newton read the caption of Ordinance O-21-2171.

Finance Director Kyle Lester presented this item and stated for the fourth year in a row, the Council's efforts have resulted in the proposal of a no-new revenue tax rate. The calculated FY2022 no-new-revenue tax rate is \$0.291778/\$100 valuation and the proposed tax rate is the same as the no-new-revenue rate. Mayor Newton stated Colleyville has lead the region in being fiscally conservation and other cities are now striving for achieving the no-new-revenue- tax rate. However, Colleyville is the first city to achieve a no-new-revenue-tax rate for four consecutive years.

There were no questions.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 9:46 p.m.

This was a first reading therefore; City Council did not take any action.

5e Ordinance O-21-2172

An ordinance amending Section 3 - Service Charges of the Water and Sewer Policy and Procedure Manual as contained in the Code of Ordinances, to implement updated base rates

Mayor Newton read the caption of Ordinance O-21-2172.

Finance Director Kyle Lester presented this item, and highlighted the history of the Water and Wastewater Rate Advisory Committee's work and implementation for rate establishment and CIP funds. Director Lester stated approval of this ordinance would provide for using the funding model proposed by the Water and Wastewater Rate Advisory Committee, which met August 24, 2020, to increase the current water and wastewater base rates and Utility Capital Improvement Plan (CIP) base rate to fund future utility capital projects.

Councilmember Dodson asked if the \$5.83 rate takes into consideration the \$1.2 million dollars added to the fund. Director Lester stated it does.

Mayor Newton requested the fund balance be shown at the next meeting.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 9:52 p.m.

This was a first reading therefore; City Council did not take any action.

5f Ordinance O-21-2173

Amending the City's fee schedule by amending and restating Section 2-26 of the Colleyville, Texas, Code of Ordinances, establishing fees and charges for City services

Mayor Newton read the caption of Ordinance O-21-2173.

Finance Director Kyle Lester presented this item and noted fee changes are proposed the Colleyville Business Center office rental fees, Community Development Board of Appeals fees, Utility meter and inspection fees, and adding a fee for pickle-ball court rentals.

There was discussion of the meter fees and Mayor Newton requested to know if these are new fees or if these are current fees being increased and asked for a comparison.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 9:58 p.m.

This was a first reading therefore; City Council did not take any action.

Mayor Newton declared a recess at 9:59 p.m. and reconvened the meeting at 10:08 p.m.

6. ORDINANCE(S): SECOND READING AND PUBLIC HEARING

6a Ordinance O-21-2167

Approval of a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division regarding the company's 2021 Rate Review Mechanism filing and adopting tariffs reflecting rate adjustments consistent with the negotiated settlement

Mayor Newton read the caption of Ordinance O-21-2167.

Assistant City Manager Adrienne Lothery presented this item by providing a recap of the Steering Committee (ACSC) and the Rate Review Mechanism (RRM). She stated in early April Atmos filed a rate request pursuant to the RRM Tariff adopted by ACSC members. Atmos claimed its cost-of-service in the test year ending December 31, 2020, entitled Atmos to additional system-wide revenues of \$43.4 million. Application of the standards set forth in ACSC's RRM Tariff required Atmos to reduce its request to \$40.5 million, \$29.3 million of which would be applicable to ACSC members. ACSC's consultants concluded the system-wide deficiency under the RRM regime should be \$22.34 million instead of the claimed \$40.5 million. The amount of the \$22.34 million deficiency applicable to ACSC members would be \$16.8 million. After Atmos reviewed the ACSC consultant's report, ACSC's Executive Committee and the Company negotiated a settlement whereby Atmos would receive an increase of \$22.78 million from ACSC cities, but with a two-month delay in the effective date until December 1, 2021, saving ratepayers approximately \$3.8 million.

There were no questions however, Councilmember Dodson stated he does not agree with the ordinance, but knows it must be passed.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 10:13 p.m.

Councilmember Kelley made a motion to approve Ordinance O-21-2167, seconded by Councilmember Dodson.

The motion to approve carried by the following vote:

Ayes: 6 - Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Absent: 1 – Mayor Pro Tem Lindamood

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-21-4647**

Consideration of a Minor Plat with a plat waiver for lot width for Lot 1, Block 1, Dossani Paradise Family Addition, being Tracts 2D & 2D3, Abstract 233, D. R. Blanton Survey, located at 5209 Bluebonnet Drive, Case PC21-014

Mayor Newton read Resolution R-21-4647 in its entirety.

Community Development Director Ben Bryner presented this item for a waiver for lot width to allow the property to be platted for one single-family home.

There was discussion regarding maximum lot coverage, required setbacks, and if the land could be subdivided.

Mayor Newton opened the public hearing at 10:21 p.m.

Dean Phillips, 1604 Cherry Lane spoke in opposition to the request with concern for the size of the house to be constructed.

Kathleen Hennessey, 5013 Stonebridge Drive, spoke in opposition with concern for the size and location of a home.

There were no others wishing to speak and Mayor Newton closed the public hearing at 10:31 p.m.

Mayor Newton asked Jay Huffman, representing the applicant to come forward and asked if he knew what the applicant's plans were. Mr. Huffman stated he is the civil engineer and is not sure what the plans are, however, the applicant has been their client for many years, and he feels he is an honest person who will abide by the regulations.

Mayor Newton stated he and the Council appreciate the comments made and the history on the evolution of the property. He noted only one house can be located on the property and there is no regulation which limits the size of the house, predicated on lot size, therefore, City Council cannot impose a regulation. The house will be required to meet all requirements of the Land Development Code.

Councilmember Rigney made a motion to approve Resolution R-4647, seconded by Councilmember Wheat.

The motion to approve carried by the following vote:

Ayes: 6 - Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Absent: 1 – Mayor Pro Tem Lindamood**7b Resolution R-21-4648**

Consideration of a variance to the provisions of Section 3.24.G, Schedule of District Regulations of the Land Development Code, specifically for lot area and setbacks in the R-40 Single Family Residential district, for Lot A1, Block 2, Reagan Estates, located at 701 W. LD Lockett Road, Case VC21-003

Mayor Newton made a motion to table this item at the applicant's request due to a sudden schedule change, which will not allow the applicant to be present, seconded by Councilmember Wheat.

The motion to table carried by the following vote:

Ayes: 6 - Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Absent: 1 – Mayor Pro Tem Lindamood

Mayor Newton stated Resolutions R-21-4574 and R-21-4575 have been on the table for a long time, without new information from the applicant, and he would like to remove them from the table and take action.

Councilmember Wheat made a motion remove both Resolution R-21-4574 and Resolution R-21-4575 from the table, seconded by Councilmember Dodson.

The motion to remove the resolutions from the table carried by the following vote:

Ayes: 6 - Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Absent: 1 – Mayor Pro Tem Lindamood**8. TABLED RESOLUTION(S): READING AND PUBLIC HEARING****8a Resolution R-21-4574**

Consideration of a request to abandon a previously dedicated right-of-way (ROW) area on Lots 1 & 2, Block 1, Neidholt Addition and Lot 2X, Block E, Old Grove Addition, located at 103 & 105 John McCain Road and 7189 Cast Iron Forest Trail, Case GC20-007

Mayor Newton read Resolution R-21-4574 in its entirety.

Mayor Newton stated Resolutions R-21-4574 and R-21-4575 have been on the table for a long time, without new information from the applicant, although the City Manager has had conversations with the applicant, there has been no indication of moving forward.

Councilmember Dodson stated the applicant is requesting the City abandon the right-of-way, without compensation. Mayor Newton agreed.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 10:44 p.m.

Mayor Newton made a motion to deny Resolution R-21-4574, seconded by Councilmember Dodson.

The motion to deny was carried by the following vote:

Ayes: 6 - Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Absent: 1 – Mayor Pro Tem Lindamood

8b Resolution R-21-4575

Consideration of a Replat for Lots 1, 2, and 3X, Block 1, Old Grove Addition, Phase II, being Lots 1 & 2, Block 1, Neidholt Addition and Lot 2X, Block E, Old Grove Addition, located at 103 & 105 John McCain Road and 7189 Cast Iron Forest Trail, Case PC20-006

Mayor Newton read Resolution R-21-4575 in its entirety.

Mayor Newton stated this item is a request for a replat based on the abandonment of right-of-way, which was just denied by Resolution R-21-4574.

As there was no one present wishing to speak, Mayor Newton opened and closed the public hearing at 10:47 p.m.

Mayor Newton made a motion to 1. amend Resolution R-21-4575 for the caption to read "A Resolution Approving a Replat for Lots 1, 2, and 3X, Block 1, of the Old Grove Additional, Phase II", 2. Deny Resolution R-21-4575, denying the replat of Lots 1, 2, and 3X, Block 1, Old Grove Addition, which provides for new Lots 1 and 2, as depicted on the proposed plat submitted by the applicant, on the basis the public street right of way located on the proposed new Lot 1, has not been abandoned and the plat is not in compliance with Section 8-180 of the City's Land Development Code, seconded by Councilmember Rigney.

The motion to amend and deny Resolution R-21-4575 was carried by the following vote:

Ayes: 6 - Mayor Newton, Councilmembers Nakamura, Wheat, Dodson, Kelley, and Rigney.

Absent: 1 – Mayor Pro Tem Lindamood

9. CITIZEN COMMENTS

Kathleen Hennessey, 5013 Stonebridge, spoke with concerns for unpermitted structures being built in the City.

Joe Bennett, D408 Pemberton, White Settlement, spoke regarding the Tarrant Appraisal District Board of Directors and concerns for how the Board's business is being conducted.

Sayed Syed, 6705 Sapphire Circle North, spoke regarding an electrical line, which is on the ground across four residential lots. She also spoke regarding her concern and belief students at Colleyville Elementary School are being taught segregation. One example was the use of the software Brain Pop which she observed her child being required to use. She believes the software is totally inappropriate for the children.

10. REPORTS

Planning and Zoning Commission Minutes - June 14, 2021

There was no action taken on this item.

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR TUESDAY, SEPTEMBER 7, 2021 - READING AND PUBLIC HEARING - RESOLUTION R-21-4649

This resolution was not needed.

12. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the meeting without objection by the City Council at 11:14 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Minutes taken and prepared by:

*Christine Loven, TRMC
City Secretary*



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 4b

Agenda Date 9/21/2021

Number Resolution R-21-4651

Type Resolution

Department Police

Title

Approval of the second renewal of the Interlocal Agreement for Combined Public Safety Dispatching and Jail Services

Strategic Plan

2.1 Provide responsive, efficient city services

5.4 Actively seek public/private partnerships

Explanation

Reading and Public Hearing

On September 5, 2006, the cities of Keller, Southlake, and Colleyville entered into an Interlocal Agreement (ILA) for Combined Public Safety Dispatching and Jail Services for the three cities, which became effective on October 1, 2010, for a six-year period.

The ILA was renewed October 1, 2016, for the first of two successive five -year terms as provided for in the ILA, by mutual consent of the parties. This item provides for approval of the second, five-year renewal.

The terms of the ILA call for the City of Keller to provide all jail services and public safety dispatch services for Fire, Police, and EMS for the City of Colleyville, and to provide Colleyville a quarterly bill for services, based on Colleyville's share of resources used for each service. Jail service costs are based on prisoner counts from the previous year, attributed to Colleyville (currently 19.59%). Dispatch Service costs are based on a three-year average of 911 calls, police/fire/EMS calls dispatched and initiated attributed to Colleyville, (currently 24.41%). Per the attached Fiscal Year 2021/2022 Combined Dispatch and Jail Budget and General and Administrative Charges for Service to the City of Colleyville, the City's total estimated FY22 cost is \$781,133.

This ILA provides effective and efficient services, delivered at the highest level possible, to the residents of Colleyville. The original agreement requires Keller to maintain industry best practices and the highest standard for accreditation in the industry through the Commission on the Accreditation of Law Enforcement Agencies, Inc. (CALEA). As this partnership is strong with all the cities involved, staff recommends approval of this second renewal term.

Financial Impact

Funding is provided for in the proposed FY22 budget.

Recommendation

Approve

Attachments

1. Second Renewal of ILA for Combined Public Safety Dispatching and Jail Services presentation
2. Fiscal Year 2021/2022 Combined Dispatch and Jail Budgets and General Administrative Charges for Services to the City Of Colleyville
3. Second Renewal Term Agreement
4. Dispatch-Jail Svcs ILA - 10.1.2010
5. Dispatch-Jail Svcs ILA - 10.1.2016

2nd Renewal Term – ILA for Combined Public Safety Dispatch and Jail Services

Michael C. Miller
Chief of Police

Background



- The original Interlocal Agreement between Colleyville, Southlake, and Keller was approved by all 3 City Councils and City Managers on 8/3/2010 and was effective on 10/1/2010 for a period of 6 years.
- The 1st Renewal Term was approved by the Colleyville City Council on 9/6/2016 and was effective on 10/1/2016 for a period of 5 years.
- **Staff recommends approval of the 2nd Renewal Term which would take effect on 10/1/2021 for a period of 5 years.**

Terms



- Keller provides all Jail Services and Public Safety Dispatch Services for Fire, Police, and EMS for the City of Colleyville.
 - This includes providing all necessary detention officers, dispatchers/call takers, supervisors, equipment, and facilities.
- Keller bills Colleyville quarterly based on our share of resources used for each service:
 - Jail Service costs are based on prisoner counts from previous year attributed to Colleyville (Currently 19.59%).
 - Dispatch Service costs are based on a 3 year average of 911 calls, police/fire/EMS calls dispatched and initiated attributed to Colleyville (Currently 24.41%).

Details for FY21/22



- Jail Services Budget for FY21/FY22
 - Includes 8 FTEs (detention officers), operations, capital, and maintenance costs.
 - Keller's Total Annual Jail Services Budget - \$803,852
 - Colleyville's Share (19.59% of Above) - **\$157,438**
- Dispatch Services Budget for FY21/FY22
 - Includes 22 FTEs (dispatchers, supervisors), operations, building capital, and maintenance costs.
 - Keller's Total Annual Dispatch Services Budget - \$2,381,382
 - Colleyville's Share (24.41% of Above) - **\$576,418**
- General and Admin Charges for FY21/FY22
 - Police Admin, HR, and IT
 - Colleyville's Share - **\$47,277**

Summary



- This agreement provides effective and efficient services to the residents of Colleyville.
- These services are delivered at the highest level possible.
- The original agreement requires Keller to maintain industry best practices and the highest standard for accreditation in the industry through the Commission on the Accreditation of Law Enforcement Agencies, Inc. (CALEA).
- The partnership is strong with all the cities involved.

Questions and Discussion?

FISCAL YEAR 2021/2022
COMBINED DISPATCH AND JAIL BUDGETS
And GENERAL AND ADMINISTRATIVE CHARGES
FOR SERVICES TO THE CITY OF COLLEYVILLE.
ESTIMATE

OPERATING BUDGET FOR KELLER/SOUTHLAKE/COLLEYVILLE
EMERGENCY COMMUNICATIONS CENTER FISCAL YEAR 2021/2022

Includes twenty-two (22) full-time employee equivalents (FTEs), \$ 2,381,382
17 public safety dispatchers, 1 communications supervisor,
4 shift supervisors; operations, building capital and maintenance costs.

Annual Service Level at 24.41% cost share \$ 576,418
(October 1, 2021 – September 30, 2022)

OPERATING BUDGET FOR JAIL SERVICES FISCAL YEAR 2021/2022.

Includes eight (8) full-time employee equivalents, detention officers;
operations, capital , and maintenance costs. \$ 803,852

Annual Service Level at 19.59% cost share. \$ 157,438
(October 1, 2021 – September 30, 2022)

GENERAL AND ADMINISTRATIVE CHARGES (1) \$ 47,277
Includes services of Police Administration,
Human Resources, Information Services.

TOTAL ANNUAL COST FOR FISCAL YEAR 2021/2022 \$ 781,133

- (1) PERCENT (%) OF RESPECTIVE ANNUAL
OPERATING BUDGET USED:
Police Administration 2. %
Human Resources 1.5%
Information Services 1%

August 31, 2021

City of Colleyville
5201 Riverwalk Drive
Colleyville, TX 76034

Attn: Police Chief Michael Miller

Re: Second Renewal Term for Combined Public Safety Dispatching and Jail Services for the
Cities of Keller, Southlake, and Colleyville. Contract No. 10-77

Pursuant to the stated terms in Contract No. 10-77 for Combined Public Safety Dispatching and
Jail Services for the Cities of Keller, Southlake, and Colleyville, the partner cities have the
option to renew the combined services agreement for an additional (5) year period, known as the
Second Renewal Term, by mutual consent of all parties.

If you agree to this renewal the following will apply:

Renewal period: October 1, 2021 through September 30, 2026

All originally agreed upon services, obligations, payments for services performed, terms for
cancellation, notices, dispute resolution, and venue originally agreed to by the City of Keller,
City of Southlake, and City of Colleyville as detailed in the original Interlocal Agreement for
Combined Public Safety Dispatching and Jail Services, Contract No. 10-77 and the first renewal,
will remain in effect for the duration of this renewal period. Colleyville will continue to operate
on the same CAD/RMS/JMS systems with the City of Keller and City of Southlake as required
for regional dispatch and jail services, which is essential to these operations. CAD/RMS/JMS
maintenance and licensing will be invoiced according to the City of Colleyville's utilization.

Please check one of the following:

☐ Yes, City of Colleyville agrees to the Second Renewal Term for Contract No. 10-77.

☐ No, City of Colleyville does not agree to the Second Renewal Term for Contract No. 10-77.

Please sign and submit to the following:

City of Keller
Brad Fortune, Chief of Police
P.O. Box 770
Keller, TX 76244

Sincerely Yours,

Jerry Ducay, City Manager Date

Printed Name

Brad Fortune
Chief of Police

Mark Hafner, City Manager Date

Printed Name

**INTERLOCAL AGREEMENT
FOR COMBINED PUBLIC SAFETY DISPATCHING AND
JAIL SERVICES FOR THE CITIES OF KELLER, SOUTHLAKE AND COLLEYVILLE**

THE STATE OF TEXAS)(

COUNTY OF TARRANT)(

THIS ("AGREEMENT"), is made and entered into by the CITY OF KELLER, TEXAS, a Home Rule municipal corporation, ("KELLER"), the CITY OF SOUTHLAKE, TEXAS a Home Rule municipal corporation, ("SOUTHLAKE"), and the CITY OF COLLEYVILLE, TEXAS a Home Rule municipal corporation, ("COLLEYVILLE") each acting by and through its duly appointed and authorized city managers:

W I T N E S E T H :

WHEREAS, KELLER AND SOUTHLAKE entered into an Interlocal Agreement to combine public safety dispatching ("Dispatching") and jail services ("Jail Services") back on September 5th, 2006, for an initial period of ten (10) years with an option for two successive five (5) year terms; and

WHEREAS, KELLER AND SOUTHLAKE have been operating continuously under the Interlocal Agreement; and

WHEREAS, COLLEYVILLE is desirous of joining the agreement by combining public safety dispatching ("Dispatching") and jail services ("Jail Services") with KELLER and SOUTHLAKE to provide their residents and businesses with a more effective and efficient delivery of these key public safety services; and

WHEREAS, KELLER has the facilities available to perform the Dispatching and Jail Services for the three cities; and

WHEREAS, KELLER, SOUTHLAKE, and COLLEYVILLE desire to enter into this Agreement to combine Dispatching and Jail Services to deliver these key public safety services at the highest level possible for both communities in accordance with the terms and conditions set forth herein; and

WHEREAS, this Agreement amends and replaces the Interlocal Agreement upon the effective date of this Agreement; and

WHEREAS, all payments for Dispatching and Jail Services to be made hereunder shall be made from current revenues available to the paying party; and

WHEREAS, KELLER, SOUTHLAKE and COLLEYVILLE have concluded that this Agreement fairly compensates the performing party for the Dispatching and Jail Services being provided hereunder; and

WHEREAS, KELLER, SOUTHLAKE and COLLEYVILLE believe that this Agreement is in the best interests of KELLER, SOUTHLAKE and COLLEYVILLE; and

WHEREAS, this Agreement is approved by the governing bodies of KELLER, SOUTHLAKE and COLLEYVILLE; and

WHEREAS, this Agreement is authorized by and in conformance with Chapter 791 of the Texas Government Code, the Interlocal Cooperation Act (the "Act").

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND CONSIDERATION PROVIDED FOR HEREIN, THE RECEIPT AND SUFFICIENCY OF WHICH ARE HEREBY CONFIRMED, KELLER, SOUTHLAKE AND COLLEYVILLE HEREBY AGREE TO THE FOLLOWING:

Section 1. All matters stated above are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. **Term.** This Agreement shall be for an initial term of six (6) years commencing on October 1, 2010, and ending September 30, 2016, (the "Initial Term") and may be extended thereafter by mutual consent of the parties hereto and for two successive five (5) year terms. (The renewal terms shall be referred to as the "First Renewal Term" and "Second Renewal Term", respectively)

Section 3. **Scope of Services to be provided by KELLER.** KELLER hereby agrees to provide SOUTHLAKE and COLLEYVILLE the following equipment, services, personnel, and facilities:

a. Commencing October 1, 2010, KELLER will provide Jail Services at the KELLER Police Department. The KELLER Municipal Judge will work with the SOUTHLAKE and COLLEYVILLE Municipal Judges in establishing a mutually agreeable daily arraignment protocol of SOUTHLAKE and COLLEYVILLE prisoners. KELLER will provide the necessary detention officers and other employees to properly supervise and operate KELLER'S jail facility. SOUTHLAKE and COLLEYVILLE prisoners shall be released in accordance with specific written procedures agreed upon by KELLER, SOUTHLAKE and COLLEYVILLE. Jail Services shall include at a minimum the following:

1. accepting full responsibility for the custodial care of all persons taken into custody by SOUTHLAKE and COLLEYVILLE and delivered to the KELLER Police Department jail facility;
2. providing necessary all booking services when accepting prisoners to the facility;
3. providing SOUTHLAKE and COLLEYVILLE with full access to inmates for the purpose of conducting interviews or interrogations, in accordance with reasonable regulations established by KELLER;
4. making available all prisoners whose presence is requested or ordered by a court of competent jurisdiction;

5. releasing prisoners for investigative purposes outside the jail facility when such requests are authorized by a duly authorized SOUTHLAKE and COLLEYVILLE official;
6. maintaining a log and other applicable records of these and all other significant events related to SOUTHLAKE and COLLEYVILLE prisoners.
7. maintaining a service level that complies with all applicable standards for the jail function as required presently and in the future by the Commission on Accreditation for Law Enforcement Agencies, Inc., by maintaining accreditation status throughout the period of this agreement.

b. On October 1, 2010, KELLER, SOUTHLAKE and COLLEYVILLE will merge Public Safety Dispatching Services for police, fire and emergency medical service ("EMS") services for KELLER, SOUTHLAKE AND COLLEYVILLE, at the KELLER Police Department, and KELLER shall provide all such Dispatching Services for SOUTHLAKE and COLLEYVILLE. The Dispatching personnel will be KELLER employees and will be under the supervision and control of the KELLER Chief of Police or his authorized designee. For identification purposes the KELLER Police Department Dispatch Center will be identified as the Keller/Southlake/Colleyville Emergency Communications Center. KELLER shall at all times maintain sufficient staff to perform the Dispatching Services it provides under this agreement. Dispatching Services shall mean all public communication functions necessary for the provision by SOUTHLAKE and COLLEYVILLE of police, fire, and emergency medical services to SOUTHLAKE's and COLLEYVILLE'S citizens, and shall include at a minimum the following:

1. answering all SOUTHLAKE and COLLEYVILLE emergency 9-1-1 calls within ten seconds or less;
2. dispatches emergency calls for Fire/EMS service in one minute or less 90% of the time;
3. dispatching emergency calls for Police Service in one and a half minutes or less 90% of the time;
4. providing a dedicated person assigned as a Fire Dispatcher;
5. answering any citizen requests for service placed to the designated non-emergency number;
6. dispatching police patrol units, fire apparatus, or EMS as appropriate in response to 9-1-1 or other calls, or at SOUTHLAKE's and COLLEYVILLE's direction;
7. maintaining radio or other remote communications with SOUTHLAKE's and COLLEYVILLE's police, fire, or EMS units as necessary to facilitate provision of services;
8. maintaining documentary records according to industry standard of all dispatching activity.
9. maintaining a service level that complies with all applicable standards for the communications function as required presently and in the future by the Commission on Accreditation for Law Enforcement Agencies, Inc., by maintaining accreditation status throughout the period of this agreement.

- c. KELLER shall make a conditional offer of employment to not less than four (4) public safety dispatchers currently employed by the Colleyville Police Department on or before September 1, 2010, for employment with KELLER to become effective on the merger date of October 1, 2010, contingent upon the COLLEYVILLE dispatch employees passing a KELLER pre-employment drug screen. One position will be for the new Detention Officer position, and one newly created dispatcher position due to the merger. The other two dispatcher positions are current vacancies. KELLER shall place the COLLEYVILLE dispatchers on the KELLER dispatch pay scale at the amount closest to their current hourly base rate at COLLEYVILLE. The dispatcher who elected to be a jailer will be placed on the appropriate step of the Detention Officer pay scale closest to his current pay at COLLEYVILLE. Upon employment by KELLER, COLLEYVILLE Public Safety dispatchers will receive the same employment benefits provided to KELLER employees at a comparable pay scale. An annual \$4,000 regional dispatcher stipend will be paid on a bi-weekly interval in addition to the KELLER dispatcher pay scale to all of the employees assigned to the communications center. This will insure an initial pay increase for all Colleyville dispatchers who accept a position in KELLER. The COLLEYVILLE dispatcher electing the position as the Detention Officer will receive an annual \$2,500 regional stipend paid bi-weekly in addition to the pay step on the KELLER Detention Officer pay scale. All of the Detention Officers will receive the regional stipend as long as this Agreement is in force.
- d. KELLER shall provide SOUTHLAKE and COLLEYVILLE monthly service reports detailing prisoner counts and dispatching performance measures including the number of calls for service, response times, number of 911 emergency calls dispatched, and any other statistical reports requested by SOUTHLAKE and COLLEYVILLE capable of being provided by the CRIMES records management program.
- e. All Human Resource services necessary for the recruitment, screening, employment, and training of all personnel required to provide Jail Services and Dispatching to SOUTHLAKE and COLLEYVILLE, including providing all employee policies and procedures and the administration thereof shall be provided by KELLER.
- f. KELLER shall provide access to SOUTHLAKE'S and COLLEYVILLE'S warrant information retained at the communications center to the SOUTHLAKE Department of Public Safety, SOUTHLAKE Municipal Court, COLLEYVILLE Police Department, COLLEYVILLE Municipal Court, and all other law enforcement agencies.
- g. KELLER will form a standing committee consisting of three (3) SOUTHLAKE Department of Public Safety employees selected by the Director of the SOUTHLAKE Department of Public Safety, three (3) KELLER employees selected by the KELLER Chief of Police, and three (3) COLLEYVILLE

employees to address operational and policy decisions that will arise from operating the public safety dispatch center and Jail. Supervisors from SOUTHLAKE and COLLEYVILLE will be invited to attend all staff meetings called by the Dispatch Manager or Jail Supervisors.

- h. KELLER agrees to perform all services under this agreement in a good and workmanlike manner, and in accordance with all applicable laws and regulations.

Section 4. **SOUTHLAKE Obligations.** SOUTHLAKE agrees to perform the following:

- a. Pay the sum of One Hundred and Twenty-Four Thousand, One Hundred and Twenty- Four Dollars (\$124,121.00) to KELLER for Jail Services for the Fiscal Year 2010/11 beginning on October 1, 2010 and ending on September 30, 2011. The amount of charges to be established based on the adopted Fiscal Year 2010/11 KELLER Police Department Operating budget to operate the KELLER jail. This payment represents a 28% cost share of all Jail Services by SOUTHLAKE based on the previous calendar year prisoner count of SOUTHLAKE arrests (See payment schedule, Section 6.)
- b. Pay the sum of Seven Hundred and Twenty-Two Thousand, Forty-Eight Dollars (\$722,048.00) to KELLER for their share of expenses to operate the public safety dispatching center; representing a 42% cost share calculated by using KELLER'S Fiscal Year 2010/11 Budgeted Expenses. (See payment schedule, Section 6.)
- c. Pay the sum of Fifty Thousand, Dollars (\$50,000.00) for General and Administrative Charges based on KELLER'S operating budget for Fiscal Year 2010/11. (Payment percentages described in Exhibit "A" shall remain the same for the duration of this agreement.)
- d. SOUTHLAKE will continue as a member of the Northeast Tarrant County Radio Consortium and pay the required member fees, including the radio maintenance fees for radio control stations within SOUTHLAKE and all mobile and hand-held radios assigned to the employees of SOUTHLAKE. The fees for the maintenance agreement for the radio equipment within the public safety dispatch center will be the responsibility of KELLER and will be part of the annual budget operating costs subject to cost sharing agreement for dispatching services as stated in Exhibit "A".
- e. Agree to utilize the CRIMES Records Management System to be compatible with the CRIMES Computer Aided Dispatch System that will be used by the public safety dispatching center. SOUTHLAKE will be responsible for the purchase and maintenance of all computer workstations at SOUTHLAKE facilities and their own police and fire vehicles or other Public Safety Emergency equipment. SOUTHLAKE will maintain their own Public Safety records unit at a Southlake facility and be responsible for all law enforcement and fire reporting requirements to State and Federal agencies. SOUTHLAKE will also be responsible for SOUTHLAKE'S record dissemination responsibilities to the public, except direct inquiries from the public regarding a jail or public safety dispatching incident.

- f. Arrange for the timely delivery of all the required paperwork to properly hold and arraign SOUTHLAKE prisoners. SOUTHLAKE Department of Public Safety will be responsible for the transportation of all SOUTHLAKE prisoners to KELLER'S jail facility. Should the need arise for an in-custody transportation for emergency medical treatment of a SOUTHLAKE prisoner housed at the KELLER jail, a KELLER police officer shall provide security for up to two hours until a SOUTHLAKE police officer can respond to the medical facility to assume custody.

Section 5. **COLLEYVILLE Obligations.** COLLEYVILLE agrees to perform the following:

- a. Pay the sum of Ninety-Nine Thousand, Two Hundred and Ninety-Seven Dollars (\$99,297) to KELLER for Jail Services for the Fiscal Year 2010/11 beginning on October 1, 2010 and ending on September 30, 2011. The amount of charges to be established based on the adopted Fiscal Year 2010/11 KELLER Police Department Operating budget to operate the KELLER jail. This payment represents a 24% cost share of all Jail Services by COLLEYVILLE based on the previous calendar year prisoner count supplied by COLLEYVILLE. (See payment schedule, Section 6.)
- b. Pay the sum of Two Hundred and Seventy-Five Thousand, Sixty-Six Dollars (\$275,066) to KELLER for their share of expenses to operate the public safety dispatching center; representing a 16% cost share calculated by using KELLER'S Fiscal Year 2010/11 Budgeted Expenses. (See payment schedule, Section 6.)
- c. Pay the sum of Thirty-Eight Thousand Dollars (\$38,000.00) for General and Administrative Charges based on KELLER'S operating budget for Fiscal Year 2010/11. (Payment percentages described in Exhibit "A" shall remain the same for the duration of this agreement.)
- d. Pay a one-time equipment and configuration cost of approximately Thirty Thousand Dollars (\$30,000.00) to KELLER to prepare the public safety dispatch center to accommodate the merger of services. KELLER will provide the necessary documentation to COLLEYVILLE for reimbursement. Exhibit "B" is an estimate for the costs known at this time. KELLER will retain the title to all the equipment in the public safety dispatch center and is responsible to properly maintain and insure the equipment.
- e. COLLEYVILLE will continue as a member of the Northeast Tarrant County Radio Consortium and pay the required member fees, including the radio maintenance fees for radio control stations within COLLEYVILLE and all mobile and hand-held radios assigned to the employees of COLLEYVILLE. The fees for the maintenance agreement for the radio equipment within the public safety dispatch center will be the responsibility of KELLER and will be part of the annual budget operating costs, subject to the cost sharing agreement for dispatching services as stated in Exhibit "A".

- f. Agree to utilize the CRIMES Records Management System to be compatible with the CRIMES Computer Aided Dispatch System that will be used by the public safety dispatching center. COLLEYVILLE will be responsible for the purchase and maintenance of all computer workstations at COLLEYVILLE facilities and their own police and fire vehicles or other Public Safety Emergency equipment. COLLEYVILLE will maintain their own Public Safety records unit at a COLLEYVILLE facility and be responsible for all law enforcement and fire reporting requirements to State and Federal agencies. COLLEYVILLE will also be responsible for COLLEYVILLE'S record dissemination responsibilities to the public, except direct inquiries from the public regarding a jail or public safety dispatching incident.
- g. Arrange for the timely delivery of all the required paperwork to properly hold and arraign COLLEYVILLE prisoners. COLLEYVILLE Police Department will be responsible for the transportation of all COLLEYVILLE prisoners to KELLER'S jail facility. Should the need arise for an in-custody transportation for emergency medical treatment of a COLLEYVILLE prisoner housed at the KELLER jail, a KELLER police officer shall provide security for up to two hours until a COLLEYVILLE police officer can respond to the medical facility to assume custody.

Section 6. Payments for Services Performed. All payments for Jail Services and Dispatching Services except for the one time configuration and equipment payment period outlined in Section 5.d., hereto shall be paid by SOUTHLAKE and COLLEYVILLE to KELLER in four (4) equal installments due on the 1st day of each calendar quarter beginning October 1, 2010 in advance of the services performed by KELLER for SOUTHLAKE and COLLEYVILLE for each subsequent calendar quarter of KELLER'S fiscal year and continuing thereafter throughout the term of the Agreement.

Each annual payment amount for Jail Services shall be in accordance with KELLER'S Fiscal Year Police Department Operating budgeted amount for the jail adjusted annually to include budgeted increases in operating costs, and capital costs as anticipated to be approved by the KELLER City Council during the annual budgeting process for the upcoming Fiscal Year beginning October 1, multiplied by the cost share amount to be determined by the prisoner count from the previous calendar year.

Each annual payment for the operation of the public safety dispatching center shall be in accordance with KELLER'S Fiscal Year Police Department Operating budgeted amount for the communications center adjusted annually to include budgeted increases in operating costs, and capital costs as anticipated to be approved by the KELLER City Council during the annual budgeting process for the upcoming Fiscal Year beginning October 1, multiplied by the cost share factor. For the first three years of this agreement the cost share factor will be fixed at 42% for SOUTHLAKE and 16% for COLLEYVILLE. The workload factors in the communications center include the number of 9-1-1 calls answered for each respective city, the number of police, fire, and EMS calls dispatched and initiated for each respective city for the three years will be averaged and the cost share formula may then be adjusted up or down for SOUTHLAKE and COLLEYVILLE for the fourth year of the agreement. Subsequent adjustments during this agreement will be done once every three years using an average from the preceding three years of data.

Each annual payments for the General and Administrative Charge shall be based on the fixed percentages described in Exhibit "A", adjusted annually, based on KELLER'S respective departmental budget anticipated to be approved by the KELLER City Council during the annual budgeting process for the upcoming Fiscal Year beginning October 1.

KELLER shall notify SOUTHLAKE and COLLEYVILLE of the anticipated costs of the Jail Services and Dispatching Services and general and administrative charges by May 30 of each fiscal year for budgeting and planning purposes. The final costs will be determined and communicated in writing when the KELLER City Council adopts the KELLER annual budget, but shall not exceed the estimate by more than 5%. The annual cost increase for SOUTHLAKE and COLLEYVILLE for the Jail Services and Dispatching and general and administrative costs shall not exceed the percentage increase of the KELLER Police Department's annual operating budget.

In the event the SOUTHLAKE and COLLEYVILLE City Councils fail or refuse to approve the annual payment amount set forth in this section by September 25, prior to any fiscal year during the term of this Agreement, the Agreement shall be deemed to be cancelled, effective at the end of the then current fiscal year of KELLER.

Section 7. Cancellation.

- a. SOUTHLAKE and or COLLEYVILLE shall have the right to terminate, based on the provisions of this Agreement, if KELLER breaches any of its terms or fails to perform any of the obligations it imposes, and then fails to cure the breach or failure within thirty (30) days following written notice from SOUTHLAKE and or COLLEYVILLE. If the Agreement is terminated under this paragraph, KELLER shall be entitled to retain money already received prorated to the period from the last payment until the date of termination, and shall refund the remainder to SOUTHLAKE and or COLLEYVILLE.
- b. After the initial twenty-four (24) months of this agreement, all parties shall have the right to terminate this Agreement by giving written notice to KELLER at least twenty-four (24) months prior to the subsequent Fiscal Year, October 1. All payments by SOUTHLAKE and or COLLEYVILLE to KELLER shall continue until the cancellation date or as mutually agreed to by both parties. Should either SOUTHLAKE or COLLEYVILLE choose to cancel this agreement the remaining city can choose to continue the agreement with KELLER with new cost sharing formulas developed at that time and mutually agreed upon.

Section 8. Notices. All notices required or provided for in this Agreement shall be sent to the following parties by certified mail – return receipt requested:

KELLER

**Dan O'Leary, City Manager
City of Keller
P.O. Box 770
Keller, TX 76244**

SOUTHLAKE

**Shana Yelverton, City Manager
City of Southlake
1400 Main Street
Southlake, TX 76092**

COLLEYVILLE

Jennifer Fadden, City Manager
City of Colleyville
100 Main Street
Colleyville, TX. 76034

Section 9. Dispute Resolution. In order to ensure an effective relationship between the parties and to provide the best possible public services, it is mutually agreed that all questions arising under this Agreement shall first be handled and attempted to be resolved between the City Managers of KELLER, SOUTHLAKE and COLLEYVILLE.

All issues regarding the performance of Dispatching, or Jail Services shall be brought directly to the attention of the KELLER Chief of Police or his authorized designee. Immediate performance complaints or concerns should be addressed by communicating the problem to the on-duty dispatch supervisor.

Any issues not resolved hereunder may be referred to the respective governing bodies for resolution and if necessary, the parties hereby agree to the appointment of a court-certified (certified in Tarrant County) Mediator to assist in resolving said dispute as a prerequisite to the filing of any lawsuit over such issues.

Section 10. Venue. Venue for any legal dispute arising pursuant to this Agreement shall lie in Tarrant County, Texas. No litigation shall be commenced prior to both parties completion of mediation in accordance with Section 9.

Section 11. All parties mutually agree that KELLER is an independent contractor, and shall have exclusive control of performance hereunder, and that employees of KELLER in no way are to be considered employees of SOUTHLAKE or COLLEYVILLE. The employment rights of KELLER personnel assigned under this agreement will not be abridged.

Section 12. To the extent allowed by law, KELLER hereby agrees to indemnify and otherwise hold harmless SOUTHLAKE and COLLEYVILLE, its officers, agents and employees in both public and private capacity against all liability claims, suits, demands, losses, damages, attorney fees, including all expense of litigation or settlement, or causes of action of any kind which may arise by reason of injury to or death of any person or for a loss of, damage to, or loss of the use of any property arising out of or in any way connected to KELLER'S performance of jail services under this agreement including any intentional or negligent acts or omissions of KELLER'S officials, officers, agents or employees relating to or arising out of the performance of the jail services.

KELLER, SOUTHLAKE AND COLLEYVILLE each agree to accept full responsibility for the actions of their own officers, agents and employees in the operation of the communications center, or in the performance or use of dispatching services under this agreement, and each party hereby agrees to indemnify and otherwise hold harmless the other party, its officers, agents and employees in both public and private capacity against all liability claims, suits, demands, losses, damages, attorney fees, including all expense of litigation or settlement, or causes of action of any kind which may arise by reason of injury to or death of any person or for a loss of, damage to, or loss of the use of any property arising out of or in any way connected to the intentional or

negligent acts or omissions of that party, its officers, agents or employees, in the operation of the communications center, or in the performance or use of dispatching services under this agreement.

It is expressly understood and agreed that, in the execution of this Agreement, KELLER SOUTHLAKE and COLLEYVILLE do not waive, nor shall be deemed hereby to waive any immunity or defense that would otherwise be available to or against claims arising in the exercise of governmental functions relating hereto or otherwise. By entering into this Agreement, KELLER, SOUTHLAKE and COLLEYVILLE do not create any obligations express or implied, other than those set forth herein, and this Agreement shall not create any rights in any parties not signatory hereto.

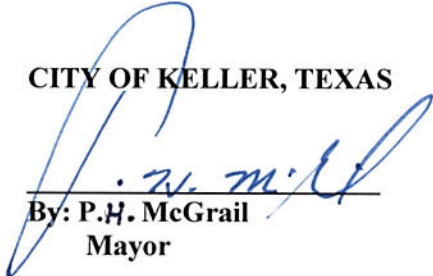
Section 13. In the event that the jail and or communications center located at the KELLER Police Facility is damaged due to a natural or a man made disaster and is unusable, KELLER will have a contingency plan to continue to provide the services under this Agreement at another facility within Northeast Tarrant County.

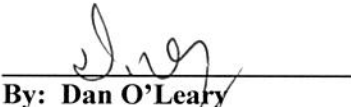
Section 14. Annually, at the time the cost for Jail Services and Dispatching Services are recalculated, this Agreement will be reviewed by both parties for needed clarification and or revisions. This Agreement may only be modified, changed or altered at any time, upon mutual agreement of parties, provided that any such modification, change and/or alteration be reduced to writing, and approved by the governing bodies of KELLER, SOUTHLAKE and COLLEYVILLE.

Section 15. This Agreement has been approved by the governing bodies of KELLER, SOUTHLAKE and COLLEYVILLE respectively. The execution of this Agreement has been authorized by an act of the governing bodies of KELLER, SOUTHLAKE and COLLEYVILLE at a duly called and posted meeting.

IN WITNESS WHEREOF, we have hereunto set our hands this 3rd day of August, 2010, in duplicate originals.

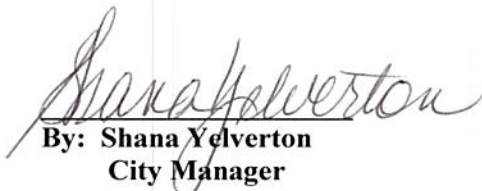
CITY OF KELLER, TEXAS


By: P.H. McGrail
Mayor


By: Dan O'Leary
City Manager

CITY OF SOUTHLAKE, TEXAS

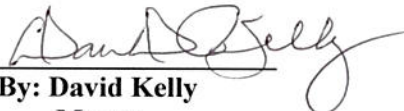

By: John Terrell
Mayor


By: Shana Yelverton
City Manager

ATTEST:

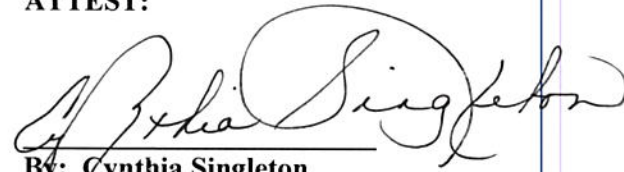

By: Sheila Stephens
City Secretary

CITY OF COLLEYVILLE, TEXAS

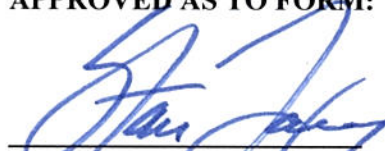

By: David Kelly
Mayor

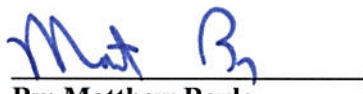

By: Jennifer Fadden
City Manager

ATTEST:


By: Cynthia Singleton
City Secretary

APPROVED AS TO FORM:


By: L. Stanton Lowry
City Attorney for Keller


By: Matthew Boyle
City Attorney for Colleyville



ATTEST:


By: ~~Lori Farwell~~ Lori Payne
City Secretary

**FISCAL YEAR 2010/11
COMBINED DISPATCH AND JAIL BUDGETS
And GENERAL AND ADMINISTRATIVE CHARGES
FOR SERVICES TO THE CITIES OF SOUTHLAKE AND COLLEYVILLE.**

**OPERATING BUDGET FOR KELLER/SOUTHLAKE/COLLEYVILLE
EMERGENCY COMMUNICATIONS CENTER FISCAL YEAR 2010/2011**

\$1,719,163

Includes twenty (21) full-time employee equivalents (FTEs), 19 public safety dispatchers, 1 communications supervisor, 1 communications center manager; operations, records keeping, building capital and maintenance costs.

Southlake Annual Service Level at 42% cost share \$ 722,048

Colleyville Annual Service Level at 16% cost share \$ 275,066

OPERATING BUDGET FOR JAIL SERVICES FISCAL YEAR 2010/11.

Includes six (6) full-time employee equivalents, detention officers; operations, capital , and maintenance costs.

\$ 413,736

Southlake Annual Service Level at 28% cost share. \$ 124,121

Colleyville Annual Service Level at 24% cost share. \$ 99,297

GENERAL AND ADMINISTRATIVE CHARGES (1)

Includes services of Police Administration,
Human Resources, Information Services.

Southlake \$ 50,000

Colleyville \$ 38,000

TOTAL ANNUAL COST FOR FISCAL YEAR 2010/11

Southlake \$ 896,169

Colleyville \$ 412,363

(1) PERCENT (%) OF RESPECTIVE ANNUAL
OPERATING BUDGET USED:

	Southlake	Colleyville
Police Administration	4.5%	2.5%
Human Resources	4%	2%
Information Services	2.6%	2.5%

EXHIBIT A

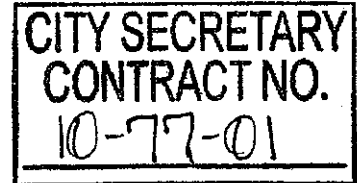
**ESTIMATED EQUIPMENT AND CONFIGURATION COSTS TO BE PAID BY
COLLEYVILLE
TO PREPARE THE EMERGENCY COMMUNICATIONS CENTER**

• Computer	\$2,000
• Dispatch Furniture	\$2,000
• Additional Phone/radio recording licensing fee	\$ 850
• Dispatch Wireless Headset	\$1,100
• Gold-Elite Radio Console	\$15,900
• Motorola Installation Cost	<u>\$8,840</u>
• Estimate Total	\$30,690

EXHIBIT B

July 15, 2016

City of Colleyville
5201 Riverwalk Drive
Colleyville, TX 76034



Attn: ~~Police~~ Chief Michael Holder

Re: First Renewal Term for Combined Public Safety Dispatching and Jail Services for the Cities of Keller, Southlake, and Colleyville. Contract No. 10-77

Pursuant to the stated terms in Contract No. 10-77 for Combine Public Safety Dispatching and Jail Services for the Cities of Keller, Southlake, and Colleyville, the partner cities have the option to renew the combined services agreement for an additional (5) year period, known as the First Renewal Term, by mutual consent of all parties.

If you agree to this renewal the following will apply:

Renewal period: October 1, 2016 through September 30, 2021

All originally agreed upon services, obligations, payments for services performed, terms for cancellation, notices, dispute resolution, and venue originally agreed to by the City of Keller, City of Southlake, and City of Colleyville as detailed in the original Interlocal Agreement for Combined Public Safety Dispatching and Jail Services, Contract No. 10-77, will remain in effect for the duration of this renewal period.

Please check one of the following:

☒ Yes, City of Colleyville agrees to the First Renewal Term for Contract No. 10-77.

☐ No, City of Colleyville does not agree to the First Renewal Term for Contract No. 10-77.

Please sign and submit to the following:

Colleyville City Council

City of Keller
Michael Wilson, Chief of Police
P.O. Box 770
Keller, TX 76244

SEP 06 2016

Approved

Sincerely Yours,

Michael Wilson
Chief of Police

Jennifer Fadden, City Manager 3/27/17
Date

Jennifer Fadden
Printed Name

Mark Hafner, City Manager
Date

Mark Hafner
Printed Name



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 4c

Agenda Date 9/21/2021

Number Resolution R-21-4651

Type Resolution

Department Parks and Recreation

Title

Approval of the continuance of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$205,249.40, and authorize the City Manager to execute same, and any associated change orders, in an amount not to exceed 25-percent of the contract price

Strategic Plan

- 2.1 Provide responsive, efficient city services
- 5.1 Create and sustain an identifiable Colleyville brand
- 5.3 Provide attractive facilities for leisure and recreation

Explanation

Reading and Public Hearing

This item seeks approval of the fifth of five renewals for the Ground Maintenance Mowing Contract with Whitmore and Sons Inc., which City Council approved by Resolution R-17-4178. Whitmore and Sons, Inc., did not increase the price for FY 2018, but the overall contract price increased to \$175,265.38, due to adding eight additional properties for maintenance. In addition, there was a change order in FY 2018 to include the maintenance of SH26 right-of-ways. This change order increased the FY 2018 contract price to \$197,945.38.

The FY 2019 contract increased over the FY 2018 budget by \$16,839.35, which is a CPI increase of 3.5%, and added maintenance in The Village. The FY 2019 contract price increased to a total of \$214,784.73.

Whitmore and Sons Inc., did not increase the contract price in FY 2020, however, as the Parks Department manages the mowing and maintenance of The Village Plaza and the pocket park at Bransford and Glade Road, the contract price decreased to \$206,623.40.

The FY2021 contract price had no changes and remained at \$206,623.40

Whitmore and Sons, Inc., did not increase the contract price in FY 2022, however there is a price reduction based on removing 91 Cottage Lane Green Space (an additional area of the Plaza), as the Parks Department manages the mowing and maintenance and the Overland Trail Park maintenance has been moved to the Parks

department from Public Works and increasing to an appropriate number of cycles for a park. These changes resulted in the overall contract price decreasing to \$205,249.40.

The FY 2022 contract consists of 80 properties, which includes parks, City facilities, hardscapes, medians, channels, and right-of-ways. The scope of work for the Grounds Maintenance Mowing Contract includes mowing, edging, trimming, litter removal, and some herbicide applications in specific locations.

Staff recommends approval of the FY 2022 Grounds Maintenance Mowing Contract for the fifth renewal, which is the final year of the agreement.

Financial Impact

Funds for this contract have been provided for in the FY 2022 CEDC budget.

Recommendation

Approve

Attachments

1. FY22 Whitmore & Sons Renewal
2. Properties to be Maintained
3. Contract History 2022
4. Grounds Maintenance Mowing Contract
5. Form 1295 - Whitmore and Sons, Inc.
6. CIQ
7. FY18 Mowing Change Order



September 15, 2021

City of Colleyville
5205 Bransford Rd.
Colleyville, TX 76034

RE: 2022 Grounds Maintenance, Mowing, Hardscapes Contract

Parks and Recreation Department:

Whitmore and Sons, Inc. is pleased to renew the annual mowing and grounds maintenance contract for 2022, with current pricing to remain in place. It is our custom to withhold increases unless unavoidable, and never to increase pricing in consecutive seasons. We appreciate our partnership, and strive to strengthen it with each passing year.

Thank you for your continued business with our company, and we look forward to another successful season in 2022.

Kind Regards,

A handwritten signature in black ink, appearing to read "Brandon Long", is written over a faint, stylized outline of the company logo.

Brandon Long
COO
Whitmore and Sons, Inc.

PO BOX 210203, BEDFORD, TX 76095
OFFICE: 817-498-0800
WHITMOREANDSONS@OUTLOOK.COM
WWW.WHITMORELANDSCAPE.COM

Properties to be maintained

Annual Contract Extension with any proposed price change increase shall not exceed the consumer price index of the Dallas / Fort Worth standard metropolitan area for the previous twelve-month period.

Area One - Common Areas / Medians

Manicured / Irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Bidault House	28	\$105.00	\$2,940.00
Bogart ROW	28	\$72.60	\$2,032.80
Bransford Park	28	\$59.50	\$1,666.00
Bransford / Center Park Medians	28	\$66.50	\$1,862.00
City Park	28	\$358.75	\$10,045.00
**Overland Trail Park	28	\$30.00	\$840.00
Colleyville Center	36	\$143.50	\$5,166.00
Central Fire Station	28	\$47.95	\$1,342.60
Cottonbelt Phase III, Pocket Park	28	\$22.50	\$630.00
Fire Station #2	28	\$23.80	\$666.40
Fire Station #3	28	\$31.50	\$882.00
Hall Johnson / Bluebonnet	28	\$39.60	\$1,108.80
Heritage Medians	28	\$13.20	\$369.60
Justice Center	36	\$81.90	\$2,948.40
Kimzey Park	28	\$227.50	\$6,370.00
McDonwell School Rd. Trail	28	\$66.00	\$1,848.00
McPherson Park (10.35 acres)	28	\$693.35	\$19,413.80
Pleasant Run Practice Facility (Mow at 1")	28	\$506.00	\$14,168.00
Pleasant Run Soccer Complex	28	\$209.30	\$5,860.40
Reagan Park (Mow at 1")	28	\$175.00	\$4,900.00
Senior Center (1.2 acres)	28	\$42.00	\$1,176.00
Sparger Park	28	\$297.50	\$8,330.00
*Village	34	\$281.65	\$9,576.10
Westmont Trail	28	\$57.20	\$1,601.60
Woodbriar Park	28	\$66.50	\$1,862.00
		TOTAL COST	\$107,605.50

*Village properties added to FY19

**Overland Park moved to Parks and increased mowing cycles to FY22

Properties to be maintained

Area Two - Common Areas / Medians

Manicured / Non-irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Castleton Trail	18	\$52.80	\$950.40
Cottonbelt Phase I Trail	18	\$356.40	\$6,415.20
Cottonbelt Phase II Trail	18	\$48.40	\$871.20
Cottonbelt Railroad ROW	9	\$1,760.00	\$15,840.00
Fire Station – Hall Johnson	18	\$35.00	\$630.00
Glade Road	18	\$35.00	\$630.00
LD Lockett Park	18	\$161.00	\$2,898.00
LD Lockett Rd to Westcoat ROW	18	\$35.00	\$630.00
*Longwood / Broadoak	18	\$118.80	\$2,138.40
McCain Park	18	\$35.00	\$630.00
McPherson Park (9.46 acres)	18	\$416.25	\$7,492.50
Nature Center	18	\$458.50	\$8,253.00
Pleasant Run & Hwy 26 (Lot)	18	\$35.00	\$630.00
Riley Cemetery	18	\$48.40	\$871.20
Senior Center (8 acres)	18	\$352.00	\$6,336.00
Shalimar	18	\$48.40	\$871.20
**SH 26 ROW	18	\$1,260.00	\$22,680.00
		TOTAL COST	\$78,767.10

*To include bridge and embankment area

**Added to FY18 as a change order

Properties to be maintained

Area Three – Public Works Common Areas / Channels – Mow, Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Elm Street Channel	8	\$65.00	\$520.00
Cheek Sparger/Green Briar Channel	8	\$99.00	\$792.00
5500 Block Winding Trail Channel - West	8	\$78.50	\$628.00
5500 Block Winding Trail Channel - East	8	\$82.35	\$658.80
*1800 Block Gatehouse Court Channel	8	\$35.00	\$280.00
Old Glade Road Channel	8	\$35.00	\$280.00
***L.D. Lockett Channel (West Side & East Side)	8	\$52.50	\$420.00
		TOTAL COST	\$3,578.80

*Spray Only

**L.D. Lockett Channel (West Side) added to FY20

***L.D. Lockett Channel (East Side) added to FY21

Area Four – Public Works Common Areas – Mow & Trim Only

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
L.D. Lockett ROW	18	\$60.50	\$1,089.00
Lloyd Circle	8	\$22.50	\$180.00
Fire Station – 5209 SH 26	18	\$40.00	\$720.00
1601 Hall Johnson (Public Works)	36	\$101.00	\$3,636.00
240 McDonwell School Rd. (Water Tower)	18	\$32.00	\$576.00
729 L.D. Lockett (Pump Station)	18	\$52.50	\$945.00
6015 Bransford (Water Tower)	18	\$30.00	\$540.00
Open Lot @ Glade & River Walk	18	\$30.00	\$540.00
		TOTAL COST	\$8,226.00

Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Round-A-Bout at John McCain and Pleasant Run Road	8	\$30.00	\$240.00
Round-A-Bout at Glade and Pool Road	8	\$30.00	\$240.00
Round-A-Bout at Jackson and Cheek-Sparger	8	\$30.00	\$240.00
Round-A-Bout at Hall-Johnson and Bogart	8	\$30.00	\$240.00
Hardscape at the intersection of Glade, Pool and Jackson	8	\$40.00	\$320.00
Hardscape from Glade and Strathmoore to Glade and Copperglen	8	\$65.00	\$520.00
Hardscape Glade and HWY 121 access Road	8	\$40.00	\$320.00
Hardscape Glade and Heritage to the Colleyville City Limit Sign	8	\$65.00	\$520.00
Hardscape Pool and Hall-Johnson to Hall-Johnson and Sycamore, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Broughton to Hall-Johnson and HWY 26, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Bogart, including crosswalk and circle in intersection	8	\$40.00	\$320.00
Hardscape Cheek-Sparger and Jackson intersection	8	\$30.00	\$240.00
Hardscape HWY 26 and Center Park to Glade	8	\$45.00	\$360.00
Hardscape Glade and Bransford triangle	8	\$30.00	\$240.00
Hardscape John McCain and Pleasant Run Road, intersection	8	\$30.00	\$240.00
Hardscape John McCain from Cotton Belt 2 entrance across Rail Road tracks to Cotton Belt 3 entrance	8	\$40.00	\$320.00
Hardscape Entrance to Cotton Belt 1 from L.D. Lockett	8	\$40.00	\$320.00

Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray (Cont.)			
Hardscape Riverwalk and Bluebonnet to Riverwalk and Hall-Johnson	8	\$65.00	\$520.00
Hardscape Church Street and Riverwalk	8	\$30.00	\$240.00
Hardscape Bogart and Pleasant Run Road	8	\$30.00	\$240.00
Hardscape Bogart and Hidden Oaks	8	\$30.00	\$240.00
*Hardscape Herbert to Precinct Line	8	\$14.00	\$112.00
		TOTAL COST	\$7,072.00

*Added to FY20

WORKSHEET PAGE NUMBER	TOTAL COST (BOTTOM LINE TOTAL OF WORKSHEET)
Area One - Irrigated Turf Areas – Pg. 18	\$107,605.50
Area Two - Non-Irrigated Turf Areas – Pg. 19	\$78,767.10
Area Three – Public Works Common Areas – Pg. 20	\$3,578.80
Area Four – Public Works Common Areas – Pg. 20	\$8,226.00
Area Five – Roundabouts/Medians – Hardscapes - Pg. 21& 22	\$7,072.00
SUB TOTAL:	\$205,249.40
GRAND TOTAL:	\$205,249.40

Contract Mowing Prices and Properties to be maintained by Whitmore and Sons for FY2022:

Whitmore and Sons

Jerry Ducay, Colleyville City Manager

Date Signed:_____

Contract History Overview	
Initial Contract (FY 17) contract price	\$167,372.50
Renewal 1 (FY 18) contract price	\$175,265.38
Change Order (FY 18) contract price	\$197,945.38
Renewal 2 (FY19) contract price	\$207,521.48
Renewal 2 (FY19) with 3.5% CPI increase Contract price	\$214,784.73
Renewal 3 (FY20) contract price	\$206,623.40
Renewal 4 (FY21) contract price	\$206,623.40
Renewal 5 (FY22) contract price	\$205,249.40

SPECIFICATIONS AND CONTRACT DOCUMENTS

for

Grounds Maintenance Contract - Mowing

August 2016



THE CITY OF COLLEYVILLE, TEXAS

Bid # 16-01

BL

TABLE OF CONTENTS

This set of Contract Documents and Specifications should contain, and should be checked for:

<u>Section</u>	<u># of Pages</u>
1) Table of Contents	
2) Notice to Bidders.....	3
3) Instructions to Bidders.....	10 to 15
4) Mowing Specification.....	16 to 25
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8) Attachment 1 Insurance	41 to 47
9) Certificate of Insurance	48 to 49
8) Property Maps	Attachment
9) Proposed Mowing Schedules.....	Attachment

NOTICE TO BIDDERS

SEALED PROPOSALS responses will be received at the office of the Public Works Department/Engineering Division located on the second floor of City Hall, 100 Main Street, Colleyville, TX 76034 until 10:00 A.M. on Thursday, September 1, 2016 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Grounds Maintenance Contract - Mowing, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City of Colleyville after the submission deadline will be considered void and unacceptable. The City of Colleyville is not responsible for lateness or non-delivery of mail, courier, etc.

The sealed envelop must be marked:

**Bid # 16-01
Grounds Maintenance Contract - Mowing
OPENS, 10:00 a.m. Thursday, September 1, 2016
Colleyville Engineering Conference Room, Second Floor
100 Main Street, Colleyville, TX 76034**

Copies of the contract documents (electronic) are available at no cost from Heather Dowell, Parks Manager, email request to hdowell@colleyville.com or request via phone, 817-503-1182.

Proposals will be publicly opened at 10:00 A.M. on Thursday, September 1, 2016 at City Hall in the Engineering Conference Room on the second floor, 100 Main Street, Colleyville, TX 76034.

A cashier's check or acceptable bidder's bond payable to the City of Colleyville, Texas in the amount of not less than 5% of the largest possible total for the bid submitted, must accompany the bid.

In case of ambiguity or lack of clearness in stating proposal price, the Owner reserves the right to adopt the most advantageous service thereof, or to reject any or all bids. No bid may be withdrawn within ninety (90) days after date on which bids are opened.

ADVERTISEMENT DATES:

August 17, 2010

August 24, 2010

INSTRUCTIONS TO BIDDERS

1. **OPENING PLACE, TIME AND DATE** - The City will conduct a public bid opening at the location, time and date as specified on the first page of the request. Bidders are encouraged to attend. A tabulation of the bid responses received at the time and date of the opening will be made available to all bidders at a later date.
2. **LATE PROPOSALS** - Proposals received by the City of Colleyville after the submission deadline will be considered void and unacceptable. The City of Colleyville is not responsible for lateness or non-delivery of mail, carrier, etc.
3. **WITHDRAWAL** - A proposal may not be withdrawn or cancelled by the bidder without permission of the City for a period of ninety (90) days following the date designated for receipt of bids, and bidder so agrees upon submittal of their bid.
4. **CONTRACT** - This bid, accompanying documents, and any negotiated terms, when properly accepted by the City of Colleyville, shall constitute a contract equally binding between the successful bidder(s) and the City of Colleyville. No different or additional terms will become a part of this contract with the exception of Change Orders.
5. **DEFAULT** - The City of Colleyville reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City of Colleyville reserves the right to terminate the contract immediately in the event the successful bidder fails to:
 1. Substantially meet delivery or completion schedules
 2. Otherwise, substantially perform in accordance with the accepted bid

Breach of contractor or default authorizes the City to award to another bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.
6. **PRICES HELD FIRM** - The City reserves the right to require that submitted bids remain in force for a ninety (90) day period after opening or until award is made; whichever occurs first.
7. **RESOURCE CONTACT** - All information and/or questions pertaining to this bid shall be directed to the City of Colleyville Parks Department 817.503.1182, attention Heather Dowell, Parks Manager. It is the bidder's responsibility to seek clarification of any uncertain terms.
8. **NEGOTIATION** - Any attempt to negotiate or give information on the contents of this bid with the City or its representatives prior to award shall be grounds for disqualification.
9. **TAX EXEMPT** - The City of Colleyville is exempt from all sales and excise taxes. Tax exempt forms are available upon request.
10. **FORMS PROVIDED** - All bids must be submitted on the forms provided to insure uniformity and comparability of responses. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.

11. **PRICE FIXING** - In submitting a bid response to this request, the bidder thereby certifies that the bidder has not participated in nor been party to any collusion, price fixing, or any other agreements with any company, firm, or person concerning the pricing on the enclosed bid.
12. **GRATUITIES** - The City may, by written notice to the successful bidder, cancel this contract without liability to successful bidder if it is determined by City that gratuities in the form of entertainments, gifts or otherwise, were offered or given by the successful bidder, or any agent or representative of the successful bidder, to any officer or employee of the City with a view towards securing or amending, or the making of any determinations with respect to the performance of such a contract.
13. **CONFLICT OF INTEREST** - No public official shall have an interest in this contract, in accordance with Vernon's Texas Code Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
14. **WARRANTY PRICE** - The price to be paid by the City shall be that contained in successful bidder's bid which successful bidder warrants to be not higher than the successful bidder's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event successful bidder breaches this warranty, the prices of the items shall be reduced to the successful bidder's current prices on orders by others, or in the alternative, City may cancel this contract without liability to successful bidder for breach of successful bidder's actual expense.
15. **FORCE MAJEURE** - Neither party shall be required to perform any term, condition or covenant in this contract so long as such performances are delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor performance restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control of the party required to perform and which by the exercise of due diligence said party is unable, wholly or in part, to prevent or overcome.
16. **APPLICABLE LAW** - This agreement shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and enforce on the date of this agreement.
17. **TAXES, UNEMPLOYMENT BENEFITS, ETC.** - The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the City against liability for the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of the United States and/or by the Government of any State of the United States, which are in whole or in part measured by and/or based upon the wages, salaries, or other remuneration paid to persons employed by the successful bidder on work in connection with this order.
18. **ANTI-DISCRIMINATION** - The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246, and shall not discriminate against any employee or applicant for employment because of religion, race, sex, age or national origin.
19. **INVOICING AND PAYMENTS** - Invoicing is to be provided in duplicate to the City of Colleyville, Parks and Recreation Dept., 5109 Bransford Road, Colleyville, Texas 76034. The payment terms are net 30 days, unless otherwise stated on the first page of Bid Proposal section. Net 30 days means payment must be postmarked by the City no later than 30 days after receipt of correct invoicing or receipt of ordered supplies, whichever occurs later.

20. FAIR LABOR STANDARDS ACT - The successful bidder warrants that the materials covered by this order have been produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.
22. LIENS - The successful bidder agrees to and shall indemnify and hold harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided under the request, by seller or seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
23. MODIFICATIONS AND AMENDMENTS - Purchaser shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the Purchaser unless in writing and signed by the Purchaser or Purchaser's authorized agent.
24. PATENT INDEMNITY - The successful bidder hereby warrants that the use or sale of the products and materials delivered hereunder will not infringe claims of any patent covering such materials, and the successful bidder agrees to indemnify and hold harmless the City for any and all costs, expenses, judgments, and damages which the City may have to pay or incur.
25. FACSIMILE - The City will not accept bid responses or alterations to a bid via a facsimile machine. The facsimile machine is available for information inquiries only. The existing facsimile machine does not have the capability of "FAX Mail". No bid responses received via the facsimile machine will be considered.
26. ALTERING BIDS - Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date, must be initialed by the signer of the bid, guaranteeing authenticity.
27. CHANGE ORDERS - No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City Parks Department.
28. ACCEPT/REJECT BIDS - The City reserves the right to accept/reject any or all bids or parts of bids and to waive informalities in the bidding process.
29. RETURN FORMS - Bidders are required to return all pages and forms of this bid package. It is recommended that bidders retain a copy of the bid response for reference purposes.
30. ASSIGNMENT - The successful bidder shall not sell, assign, transfer or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the City of Colleyville.
31. VENUE - This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the City of Colleyville, Tarrant County, Texas, and venue shall lie in Tarrant County, Texas.
32. PERFORMANCE - Bids must comply with all federal, state, county and local laws. Any vehicles or equipment shall contain all standard safety, emission, and noise controls required for these

types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or services, to comply with all applicable codes and ordinances of the City, County or State of Texas as they may apply, as these laws now read or as they may hereinafter be changed or amended.

33. **SILENCE OF SPECIFICATIONS** - The apparent silence of these specifications as to any detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

In case any one or more provisions contained in the contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

34. **BID SECURITY** - Each bid shall be accompanied by a Cashiers Check or Certified Check made payable to the City of Colleyville, Texas, or by bid bond, dually executed by the bidder as principal and having as surety thereon a surety company approved by the City of Colleyville in the amount not less than five percent (5%) of the total amount of the bid. The bid security must be enclosed in the same envelope with the bid. **Bids without check or bid bond will not be considered.**

All bid securities will be returned to the respective bidders within sixty (60) days after the bid opening, except those which the City of Colleyville elects to hold until the successful bidder has executed a contract. No bid will be considered unless it is accompanied by the above mentioned bid security.

35. **PERFORMANCE AND PAYMENT BONDS** - Unless otherwise specified, it is agreed by the parties to the contract resulting from this bid that the contractor will execute separate performance and payment bonds, each in the sum of one hundred percent (100%) of the total contract price, in standard forms for this purpose, guaranteeing faithful performance of the work and the fulfillment of any guarantees required, and further guaranteeing payment to all persons supplying labor and materials or furnishing any equipment in the execution of the contract, and it is agreed that this contract shall not be in effect until such performance and payment bonds are furnished and approved by the City of Colleyville. Unless otherwise approved in writing by the City of Colleyville, the surety company underwriting the bids shall be acceptable according to the latest list of companies holding certificates of authority from the Secretary of the Treasury of the United States.

Unless otherwise specified, the cost of the premium for the performance and payment bonds shall be included in the contractor's bid proposal.

36. The notice of award of contract shall be given by the OWNER within sixty (60) days following the opening of bids.
37. Each Bidder must provide the information as detailed in the Bid Proposal. This bid, accompanying documents, and any negotiated terms, when properly accepted by the City of Colleyville, shall constitute a contract equally binding between the successful bidder(s) and the City of Colleyville. No different or additional terms will become a part of this contract with the exception of Change Orders.

38. Bidders should carefully examine the specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters which can in any way affect the work or the costs thereof.
39. Bidders desiring further information, or specifications must make a request for such information in writing to the Parks Superintendent prior to forty-eight (48) hours before the bid opening. Should a bidder find discrepancies in, or omissions from, the specifications, or other contract documents, or should he be in doubt as to their meaning, he should at once notify the Parks Superintendent in order that a written Addendum may be sent to all bidders. Any Addenda issued prior to forty-eight (48) hours of the opening of bids will be mailed or delivered to each BIDDER contemplating the submission of a proposal of this work. The proposal as submitted by the BIDDER will be so constructed as to include any Addenda if such are issued by the Parks Superintendent prior to forty-eight (48) hours of the opening of bids.
40. Within ten (10) days of receipt of notice of award of contract, the Contractor must provide, along with executed contract documents and appropriate bonds, proof of insurance for Worker's Compensation and Comprehensive General Liability Insurance in the amounts required in the General and Supplementary Conditions. An insurance form is provided in this set of bid documents. If this form is not used and another form substituted, all information requested and cross-outs shown on our form shall be required. The City reserves the right to request any other insurance coverage as may be required by each individual project.
41. Contractor covenants and agrees to, and does hereby, indemnify, hold harmless and defend Owner, its officers, agents, servants and employees, from and against any and all claims or suits for property damage or loss and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of, or in connection with, directly or indirectly, the work and services to be performed hereunder by Contractor, its officers, agents, employees, contractors, subcontractors, licensees or invitees, whether or not caused, in whole or in part, by alleged negligence on the part of officers, agents, servants, employees, contractors, subcontractors, licensees and invitees of the Owner; and said Contractor does hereby covenant and agree to assume all liability and responsibility of owner, its officers, agents, servants and employees for property damage or loss, and /or personal injuries, including death, to any and all persons of whatsoever kind of character, whether real or asserted, arising out of or in connection with, directly or in directly, the work and services to be performed hereunder by the Contractor, its officers, agents, employees, contractors, subcontractors, licensees and invitees, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the Owner. Contractor likewise covenants and agrees to, and does hereby, indemnify and hold harmless Owner from and against all injuries, loss or damages to property of the Owner during the performance of any of the terms and conditions of this Contract, whether arising out of or in connection with or resulting from, in whole or in part, any and all alleged acts or omissions of officers, agents, servants, employees, contractors, subcontractors, licensees, or invitees of the Owner.

In the event a written claim for damages against the Contractor or its subcontractors remains unsettled at the time all work on the project has been completed to the satisfaction of the Parks Superintendent, as evidenced by a final inspection, final payment to the Contractor shall not be recommended by the Parks Superintendent for a period of 30 days after the date of such final inspection, unless the Contractor shall submit written evidence satisfactory to the Parks Superintendent that the claim has been settled and a release has been obtained from the claimant involved.

Although the claim concerned remains unsettled as the expiration of the above 30 day period, the Contractor may be deemed to be entitled to a semi-final payment for work completed, such semi-final payment to be in an amount equal to the total dollar amount then due less the dollar value of any written claims pending against the Contractor arising out of the performance of such work, and such semi-final payment may then be recommended by the Parks Manager.

The Parks Manager shall not recommend final payment to a Contractor against whom such a claim for damage is outstanding for a period of six months following the date of the acceptance of the work performed unless the Contractor submits evidence in writing satisfactory to the Parks Manager that:

- (1) The claim has been settled and a release has been obtained from the claimant involved, or
- (2) Good faith efforts have been made to settle such outstanding claims, and such good faith efforts have failed.

If condition (1) above is met at any time within the six-month period, the Parks Manager shall recommend that the final payment to the Contractor be made. If condition (2) above is met at any time within the six-month period, the Parks Manager may recommend that the final payment to the Contractor be made. At the expiration of the six-month period the Parks Manager may recommend that final payment be made if all other work has been performed and all other obligations of the Contractor have been met to the satisfaction of the Parks Manager.

The Parks Manager may, if deemed appropriate, refuse to accept bids on other City of Colleyville Contract work from a Contractor against whom a claim for damages is outstanding as a result of work performed under a City Contract.

44. Contractor will be responsible for supplying and placing all necessary barricades to conform to the latest edition of the Texas Department of Transportation's Uniform Traffic Control Devices booklet procedures if necessary.
45. The Contractor shall provide one person, with authority to make decisions, to be in charge from the beginning to the end of this contract. This person shall supervise the work site at all times to coordinate all phases of the work performed each day.

GROUNDS MAINTENANCE CONTRACT - MOWING INSTRUCTIONS TO BIDDERS

INSTRUCTIONS TO BIDDERS

1. The Bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price
 - b. Operational Plan
 - c. Results of reference checks
 - d. Experience
 - e. Bidder's past performance record with the City
 - f. City's evaluation of the Bidder's ability to perform
2. The City of Colleyville may make such investigations as it deems necessary to determine the ability of the Bidder to provide satisfactory performance in accordance with specifications, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request.
3. **Bidders are to bid on all items as specified. Bids will be awarded to one bidder based on the total bid.**
4. The contract period will begin October 1, 2016 and continue through September 30, 2017. All pricing will remain firm throughout the contract period. The contract may be extended by mutual agreement of both parties for up to five (5) additional one (1) year periods. The Contractor shall submit the renewal proposal with price changes, and justification for price increase to the Parks and Recreation Department no later than August 15th of each year. Increases in contract pricing shall not exceed the consumer price index of the Dallas/Fort Worth standard metropolitan area for the previous twelve-month period.
5. The contract may be cancelled by either party upon forty-five (45) days written notification. The City reserves the right to cancel the contract immediately if the City determines in its sole discretion, that the successful bidder is not fulfilling the assigned responsibilities under this agreement.
6. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably municipalities in the Dallas/Fort Worth metroplex area.
7. Contractors bidding on these items shall have a minimum of five (5) years consecutive experience in landscape maintenance, which includes manicured turf maintenance.

8. Contractor shall have successfully completed a landscape maintenance contract of similar size and scope of these specifications.
9. Contractor must submit, with bid, a completed list of equipment to be used for this contract, on Maintenance and Support Equipment Form. Make additional copies of this form if required.
10. ALTERATION OF WORK – The City of Colleyville reserves the right to limit work scheduled within a cycle in any area at any time or reduce number of mowing's for specific property or when the area in question is under construction or development. Charges for partial areas maintained shall meet the percentage of property with the percentage of cost per cycle.
11. PRE-BID CONFERENCE – A pre-bid Conference will be held at 9:30 a.m. on Thursday, August 25, 2016 to discuss this bid and answer any questions potential bidders may have regarding the terms, conditions and specification requirements contained in the bid document. The conference will be held at the Park Office located at 5109 Bransford Rd., Colleyville, TX. 76034. ALL BIDDERS ARE ENCOURAGED TO ATTEND. It is the contractor's responsibility to acquaint themselves with the various facilities and grounds and ask any questions during this meeting.

REFERENCES

Name of Company/City City of Arlington
Address of Company/City 717 N Main St
Arlington Tx 76004
Contact Person Randy Villarreal
Telephone Number including area code (817) 721-9347

Name of Company/City City of Irving
Address of Company/City 5964 N O'Connor
Irving Tx 75039
Contact Person Chuck Majors
Telephone Number including area code (972) 721-7873

Name of Company/City City of Burleson
Address of Company/City 141 W Reno
Burleson Tx 76028
Contact Person Johnny West
Telephone Number including area code (817) 917-8239

12. **PREFERENTIAL REQUIREMENT** - The City of Colleyville, as a governmental agency of the State of Texas, may not award a contract for general construction, improvements, services, or public works projects or purchases of supplies, materials or equipment, to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (2252.002 Texas Government Code). Bidder shall answer the following questions by encircling the appropriate response or completing the blank provided:

- 1) Is your principal place of business in the State of Texas? ☒ Yes ☐ No
- 2) If the answer to question 1 is 'yes', no further information is necessary; if 'no', please indicate the following:
- a. In which state is your principal place of business located: _____
- b. Does that state favor resident bidders (bidders in your state) by some dollar increment or percentage? Yes ☐ No ☐
- c. If 'yes', what is that dollar increment or percentage? _____

COMPANY INFORMATION

How long has your company been in business?	35 years +
Is your company local, regional or national?	regional
In what cities/states does your firm operate?	Dallas / FW / Houston
Where is your company headquarters located?	1501 Baccarat Ct Euless TX 76033
Has your company performed work for any other city government?	yes
How many years of experience in the landscape industry does the company's upper management personnel have?	15
What is the experience of the Manager who would be working on this contract if awarded to your company? You may submit a resume if desired.	15

13. PERSONNEL REQUIREMENTS - All maintenance and management personnel assigned to this contract shall meet the following standards:

- (a) Contractor shall provide a licensed applicator licensed through either the Texas Department of Agriculture or the Structural Pest Control Board.
- (b) Personnel making pesticide/herbicide applications or performing landscaping shall have on their person, a license and/or certification.
- (c) All personnel will utilize appropriate safety equipment at all times.
- (d) Contractor shall have emergency personnel available 24 hours per day, seven days per week. Contractor shall provide the City with "after hour" contacts.
- (e) While on-site, all personnel shall be uniformed and generally neat in appearance and professional in behavior.
- (f) All lunch and break periods taken shall be within areas approved by the City.

PERSONNEL INFORMATION

Please indicate the number of full time personnel in the following categories. All responses to this section apply to Colleyville operations only.

Management 2 Administration 2 Maintenance Staff 8

Other staff defined as _____

Describe your hiring and screening process. What qualifications do you look for in an employee?

We conduct a verbal & an equipment use interview, and check references with former employers. We only hire experienced & dependable workers.

Describe the types of training programs you provide your employees? Where is the training conducted? How often is it conducted?

We perform an insurance-sponsored "kick-off" meeting at the beginning of the season here at our office. We also conduct tailgate safety meetings weekly in our office to cover various pertinent topics.

Does your company enlist the services of any contract labor force?

We use H2B labor, a government-regulated foreign worker program.

What is your company policy regarding drug testing/abuse?

We do random testing. Offenders are terminated

15. **CONTRACT ADMINISTRATION:**

Under this contract, the City of Colleyville will appoint the Parks Manager or his/her designee as contract administrator with the designated responsibility to ensure compliance with performance of contract requirements. Such responsibilities will include, but will not be limited to, the inspection and acceptance of all services performed under this contract. If an area is found to be unsuitable or incomplete in the service required by this contract, the CONTRACTOR will be called back without additional charge to the City. The contract administrator will serve as liaison between the City and the Contractor.

GROUNDS MAINTENANCE CONTRACT - MOWING SPECIFICATIONS

SCOPE AND INTENT - The intent is to describe the minimum specifications for grounds maintenance contract for the City of Colleyville Parks.

It is also the intent under these specifications that the contractor shall provide a complete and professional job for each grounds maintenance task assigned by the Parks Department. The omission, within a bid submittal of specific reference to any equipment, materials, or labor necessary for performance of contract per specifications, shall not relieve contractor of responsibility for furnishing such equipment, materials, or labor.

Grounds maintenance contract mowing at City Park located at 5205 Bransford Road and the Pleasant Run Soccer Complex located at 6501 Pleasant Run Road shall not include the mowing of league athletic game fields. The athletic fields shall be maintained by City staff. All other property in general areas on these sites shall be included in the bid.

REQUIREMENTS:

1. The successful bidder shall be responsible for mowing all designated turf areas; edging all turf along walks, curbs, plant beds, signs and other obstacles; removing all litter, fallen limbs from the entire property and hauling such debris away. Turf areas, which cannot be maintained with mowing equipment, shall be cut to specified turf height using a string-line trimmer. The property is to be free of windrows and chopped paper. Litter must be removed from turf before mowing. The successful bidder shall leave the area with a finished appearance with walks and curb areas appearing to have been swept. The successful bidder shall not simply blow litter, leaves, clippings, etc. into the streets or other property. All expansion joints, bridge abutments, light poles, signs, irrigation control boxes and equipment, irrigation valve box covers, trees and other maintenance barriers that fall within these designated grounds maintenance areas will also require trimming of grass and weeds on the specified maintenance schedule unless otherwise specified by the Parks Department. Grass and weeds growing over irrigation valve box covers shall be trimmed back to edge where valve box meets soil. Grass and weeds in expansion joints shall be cut flush with the pavement or treated with an approved herbicide.
2. The successful bidder shall pick up and remove all broken glass from paved areas and turf. Any hazardous condition or any damage to City property is to be reported to the designated City department representative.
3. The successful bidder shall maintain all properties with water features up to the waters edge.

4. Unless otherwise instructed, the successful bidder shall accomplish all tasks and, mowing cycles per schedules as agreed to by the designated City department representative.
5. The successful bidder and designated City department representative will agree on a regular day and time for maintenance at each location. The schedule may be agreed on each week or each month. Any variance from the prescribed schedule will require a minimum of twenty-four (24) hour advance notification to the designated City department. A weekly approved property list will be provided by the Parks Department. Maintenance cycles shall be completed as specified by the Parks Department and awarded for each area. If wet weather renders grounds too soft to carry weight of maintenance equipment without rutting, contractor shall not perform maintenance when wet grounds conditions will cause serious damage to grounds, turf, and irrigation equipment or other City infrastructure. Contractor shall notify the City of any significant delays (greater than 24 hours) in the maintenance schedule resultant from wet conditions.
6. Wildflowers of significant stands are not to be mowed from March through June. Contractor will consult with City and receive approval before mowing any areas containing wildflowers in bloom.
7. The successful bidder will be required to e-mail a designated City department representative to report work accomplished daily as maintenance is accomplished under this agreement. EXCEPTION: Work specified for weekends only will be reported to the designated City representative on the following Monday.
8. The successful bidder shall set mowing equipment to cut Bermuda grass areas to a height of one and one-half inches (1-1/2") unless otherwise instructed by the designated City representative. St. Augustine grass shall be cut at a two and one-half inch height (2-1/2") or as instructed by the designated City representative. Pleasant Run Practice Fields and Reagan Park Practice Fields shall be mowed at a height of one inch (1"). All changes in mowing height to be approved by the City department representative. All mowing must conclude by the end of the Parks Department workday. EXCEPTION: Work specified for weekends only must be completed by Sunday.
9. Edging along curbs and sidewalks must be cut with steel blade equipment to give a vertically cut edge.
10. The successful bidder will not be permitted to mow within 18" of each tree in order to avoid damage to the trees.

11. The successful bidder shall be responsible for any damage done to plant material or other property during the maintenance operation. The successful bidder shall be responsible for replacement of all trees, shrubs, and groundcover destroyed by the successful bidder, employees or agents of the successful bidder during the maintenance operation. Trees and shrubs must not be bumped or marked by mowing, trimming or edging equipment. The successful bidder must report damage immediately to the designated City department representative. Damage to trees, tree collars and tree water bags will be assessed at \$50.00 for each instance. If extensive damage results from contractor actions, the Park Manager will assess the damages and charge the contractor based on the ISA appraisal formula. Contractor shall give instruction and insure that all maintenance personnel refrain from string trimming around tree trunks in a manner which disturbs or damages tree bark. Contractor shall also give instruction to their maintenance personnel and insure that no trees are damaged during mowing operations. Tree wells damaged during contract performance shall be restored to their original condition, by the contractor, at no additional charge to the City. Such restoration shall be completed within two (2) working days after damage occurred.
12. The successful bidder shall furnish all supplies, tools, and equipment to be used on the job. No chemicals, herbicides (weed-killers), insecticides, fungicides, or fertilizers are to be used without the written approval of the City department representative. Expansion joints and paver areas, are the only locations to be sprayed to eradicate weeds without City department approval.
13. The successful bidder shall not transfer or assign these grounds maintenance responsibilities to others without prior written consent of the City department representative.
14. The successful bidder shall comply with all applicable governmental laws and regulations.
15. The City shall not be liable for any loss or damage sustained by the successful bidder. The successful bidder/contractor shall hold the City harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with their performance of work under this agreement. The successful bidder shall exercise every necessary precaution for the safety of the work site and the protection of any kind and all persons and/or property located adjacent to or making passage through the work site. All mowing equipment is to have functional debris deflectors in place at all time. Deflectors are to be standard, manufacturer approved equipment.
16. All maintenance equipment, operating on public Colleyville streets or rights of ways, shall display approved slow moving equipment symbols, flags and other safety equipment as required.

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17. All grounds maintenance personnel shall wear approved orange safety vests while operating equipment on City medians or rights of ways. Contractor shall be responsible for placing signs and/or traffic cones as necessary while performing maintenance on City medians, parkways, and rights of ways. No passengers shall be allowed on tractors or other mowing equipment.
18. The Contractor shall be responsible for providing traffic control, where necessary, during median and right of way operations consistent with the provisions set forth in the "1980 Texas Manual on Uniform Traffic Control Devices for Streets and Highways" issued under the authority of the "State of Texas Uniform Act Regulating Traffic on Highways", codified as Article 6701d Vernon's Civil Statutes, pertinent sections being Section Nos. 27, 29, 30 and 31.
19. The successful bidder must provide a valid telephone number and address at all times to the designated City department representative. The telephone number must be answered during normal working days, at least to take a message.
20. The successful bidder shall submit an invoice for the month that maintenance was completed within ten (10) days after completion of that month for a monthly payment.
21. The successful bidder shall operate as an independent contractor and not as an agent, representative, partner or employee of the City, and shall control the operations at the work site, and be solely responsible for the acts of omissions of the successful bidder's employees or agents.
22. Unit prices are to reflect the charges for mowing and associated tasks at each location.
23. A bid response constitutes understanding and acceptance of all terms, conditions, instructions and specifications contained in this Request for Bid.
24. The successful bidder(s) will be responsible for any damages to the irrigation system(s) due to negligence on the part of the bidder or the bidder's representative. Any damage to an irrigation system is to be reported immediately to the City department representative.
25. All mowing is to be accomplished Monday through Friday, weather permitting. Maintenance at City Hall complex will be performed before/after hours of operation or on weekend.
26. It shall be mandatory that a review of the contracted areas be conducted prior to beginning the first mowing cycle. Such a review shall be attended by the successful bidder and the assigned inspector.
27. The City representative reserves the right to cancel scheduled mowing cycle on a week-to-week basis, based upon need, prevailing weather conditions and available funding. Contract is pay as perform for all maintenance tasks.

28. QUALITY ASSURANCE - The grounds will be inspected by the appropriate City representative to insure compliance with the specifications after each mowing.
29. After fertilization and/or abundant rainfall, it may be necessary to mow some areas twice per week in lieu of once per week. The Parks Department representative will specify to the contractor which areas will need additional mowing.
30. Under the provisions of the City of Colleyville hike and bike trail agreement with the Dallas Area Rapid Transit (DART), the successful bidder will be required to obtain certification from the Fort Worth and Western Railroad in order to work in railroad tracks right of ways. Federal regulations under Roadway Worker Protection 49 CFR Part 214 specifies anyone working within 25 feet of a railroad track must be trained and tested regarding their knowledge of these regulations.
31. **Contractor shall ONLY cross railroad tracks at roadway intersections.**

EXAMINATION OF SITE AND CONDITIONS: Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.
3. Visit the site of work. Determine routes of ingress and egress for completing entire project.
4. Include in the proposal, sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

METHOD OF AWARD – BEST VALUE RANKING APPROACH

The City of Colleyville intends to award a contract to the vendor who provides goods and services at the best value for the City of Colleyville. The City may choose to award the contract based on the lowest responsible bid or the best value ranking, whichever is deemed to be in the best interest of the City. In determining the best value for the City of Colleyville, the City will consider price and relevant experience/references to the extent to which the goods and services conform to the specifications herein.

Measurable criteria are used to determine the best value ranking. The measurable criteria are added together to determine the vendor's total score. The vendor with the highest score has the highest ranking. The award shall be made to the vendor with the highest ranking. If there is only one response to the solicitation, the evaluation process may be waived and award may be made to the only responsive, responsible vendor.

An agency evaluation committee, or a designated individual, will evaluate the information provided by the vendor(s) in response to the established measurable criteria contained in the

solicitation. If more than one evaluator is used then the combined score of all evaluators for each vendor is the score to be used to determine the ranking for the vendor. Award will be made to the vendor with the highest ranking.

MEASURABLE CRITERIA

Price	50 points (percent)
Operational Plan	35 points (percent)
Experience/References	15 points (percent)

Each vendor is responsible for submitting all relevant, factual, and correct information with their bid. The evaluation committee will assign a ranking score to each vendor based on the available data. If additional sheets are attached to the bid specification package, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

Price (50 points) the bidder with the lowest price receives the maximum score. The bidder with the next lowest price receives points based on dividing his price into the next lowest price and multiplying that percentage by the available points, for example, assume \$50,000 is the low offer, then that bidder would receive 50 points ($\$50,000/\$50,000=1.00 \times 50=50$). Assume \$55,000 is the next low offer, then that bidder would receive 45.5 points ($\$50,000/\$55,000=0.91 \times 50=45.5$), etc.

Operational Plan (35 points) 35 points will be the maximum point value given to the bidder. The bidders point value will be based on their measured score. Evaluation of the operational plan shall be based on submittals regarding the following information:

1. Company Information
2. Equipment to perform contract requirements
3. Number of employees to perform contract requirements / Personnel Information
4. References
5. Experience with contracts similar in size and scope

Failure to meet any of the above requirements may result in bidder receiving zero points in this area.

References (15 points) 15 points will be the maximum point value given to the bidder with the highest rated customer satisfaction and past performance with the City and/or relevant information provided by the client references who have done similar scope and size of work as specified herein. The bidders point value will be based on their measured score.

Failure to include references shall cause the bid to be considered non-responsive.

BID EVALUATION

The City reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities for the best interest of the City. The City reserves the right to determine "or equal" status.

CONTRACTOR SELECTION

If awarded, the contract shall be based on the City's evaluation criteria of price, experience/references and compliance with bid requirements. A responsive bidder shall have submitted a complete sealed bid packet within the stated timeline and in accordance with the bid specifications. A responsible bidder shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

A **responsive** bidder is defined to be one who submits a completed sealed bid packet within the stated time deadline and in accordance with the bid specifications.

A **responsible** bidder is defined to be one who demonstrates via their responses to the selection criteria his or her ability to successfully deliver the supplies, equipment, or services being procured.

BIDDERS QUALIFICATION REQUIREMENTS

Each bidder is responsible for submitting all relevant, factual and correct information with their bid. The below listed criteria will be assessed by the vendors submitted data. If additional sheets are attached to the bid specification, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

1. Landscape Maintenance Service Contractor shall have a minimum of five (5) consecutive years experience in landscape maintenance, which includes manicured grass maintenance.
2. Contractor shall have successfully completed a landscape maintenance contract of similar size and scope of these contract specifications.
3. Contractor must submit with their bid, a list of equipment to be used for this contract. The list of equipment should include type of equipment, quantity, manufacturer, hours of usage, and equipment age (year). Equipment can be subject to inspection by the City representative. Contractor may use attached "Maintenance and Support Equipment" form.
4. Contractor shall have in his or her employment at the time of bid the minimum number of employees to successfully execute the bid as specified.
5. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably municipalities in the Dallas/Fort Worth metroplex area.

CONTRACTOR'S RESPONSIBILITY FOR WORK

1. The Contractor shall be responsible for the complete performance of all of the work under the Contract.
2. Contractor shall be responsible for furnishing all tools, equipment, labor, supplies and incidentals required to complete the work.

CANCELLATION

The Contractor shall strictly comply with the provisions of the contract with an adequate number of quality personnel and equipment to perform the work described in these specifications. Non-performance or non-compliance with the requirements of this specification by the awarded vendor shall be basis for the termination of the contract by the City immediately.

The Contractor shall be given forty-eight hours following receipt of notification of default in which to remedy the deficiencies. If the deficiencies are not remedied as a result of the notification, the contract shall be terminated.

At the discretion of the City, subsequent notification(s) may be issued upon the occurrence of each default(s) and the contractor shall have forty-eight hours following receipt of the second notification to remedy the deficiencies. If deficiencies are not remedied following the subsequent notification(s) period, the Contractor shall be deemed in default of the contract and the contract shall be terminated.

The City shall not pay for services that are deemed by the City to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation.



OPERATIONAL PLAN

City of Colleyville, Texas

Annual Contract for Grounds Maintenance

Bid# 16-01



1. INTRODUCTION

This plan will serve as a guideline detailing the protocol and implementation of all aspects involving the completion of mowing services for the City of Colleyville, as detailed in the RFP. Whitmore Commercial Landscape will ensure all labor and equipment are provided for successful completion of these services.

2. OPERATION DETAILS

In general, work will commence at 7 a.m. or at dawn, should there not be sufficient daylight at 7 a.m. to safely operate equipment on City streets. Whitmore crews operate from 7 a.m. to 6 p.m., Monday through Thursday. Operation after 6 p.m. and on Friday, Saturday and Sunday are optional, should inclement weather or other factors delay completion of contracted services during normal operating hours.

Specifically, Whitmore will provide up to two crews of four men each to complete the contracted services. Service days will be Monday through Thursday, with a mixture of properties with different frequencies, to allow for the most economical and efficient schedule to complete the contracted services.

A detail of Whitmore's normal service schedule, pertaining to day of the week and order in the day of service, will be provided upon request. This normal service schedule excludes delays inclement weather or other impeding factors.

Vehicle staging areas will be primarily along service roads where traffic is lightest, utilizing City of Colleyville property and defined pull-off areas where available. Open private parking areas will not be used, unless permission is granted to Whitmore in writing by the property owner. At no time will Whitmore vehicles be staged in an area that presents a hazard or impediment to pedestrian or vehicle traffic. Proper vehicle signage and safety cones will be used at all times, to alert traffic to our crews and vehicles in the area.

3. ENVIRONMENTAL EFFECTS

Whitmore will ensure that we maintain stewardship with the environment, and will do our part to assist the City of Colleyville in protecting the environment. We accomplish this by constant instruction to our crews to refrain from excessive and unnecessary idling of equipment and vehicles, to store all fuel and chemicals in approved containers, and to use care when filling equipment and tanks to prevent spillage. All trash and debris is removed, placed in proper containers, and disposed of according to agency guidelines. Care is taken to leave all refuse and grass clippings on landscape surfaces to degrade into the soil, and never to direct or leave it on hard surfaces, where it can be swept into storm drains.

4. ENSURING THE SAFETY OF PEOPLE

Whitmore crews are safety-oriented. All crews are dressed in company uniforms with the employee's name on the right chest for easy identification. In addition, each wears a reflective safety vest with company logo on the back, safety glasses, hearing protection, and work-specific footwear.

All equipment retains factory-installed guards, deflectors, throttle governors, etc., and weekly "tailgate" meetings are held at our shop to discuss various pertinent safety topics. Crew members are trained to be mindful of terrain, vehicle traffic, and pedestrians at all times. Equipment is handled and operated to specifications, and maintained by crew foremen and our mechanics to function at full capacity.

In addition, our crew foremen and field supervisors are equipped with cellular phones to facilitate timely communication should any issue arise. All employees are instructed in the use of emergency phone numbers, and know the location of several emergency clinics in their area.

5. OPERATIONAL TEAM

The team that Whitmore employs to complete this contract consists of the crew members, their crew foreman, a field supervisor, account manager, and office support staff. Each has a defined role that they are experienced in, and know how to function as a team to provide the best service and results possible – from weed-eating to paperwork.

Name	Role	Responsibilities
Brandon Long	Account Manager	Main point of contact for all aspects of contract implementation– 817.829.1018; b.long@whitmorelandscape.com
Deborah Salcido	Office Manager	Completes all contract documents, completion sheets, and billing requirements; main office contact – 817.498.0800; whitmoreandsons@outlook.com
Bernardo Lara	Field Supervisor	Responsible for direct communication to crew foreman while performing services; responsible for quality control, safety, and overall completion of weekly contracted commitments – 817.877.7094
Francisco Anaya	Crew Foreman	Responsible for carrying out contract commitments and oversight of crew members
Raudel Martinez	Crew Foreman	Responsible for carrying out contract commitments and oversight of crew members

MAINTENANCE AND SUPPORT EQUIPMENT - The following information will assist the City in evaluating the comparative capabilities of competing bidders. It is understood and acknowledged that the information is requested by the City solely as an indication of the equipment resources available to the bidder to perform required work. Include transport, crew and supervisory vehicles. Please only identify equipment, vehicles, support equipment, etc. that will be utilized by Contractor in performance of the City of Colleyville Grounds Maintenance Contract – Mowing.

Please See attached

Type of Equipment	Quantity	Manufacturer	Hours of Usage	Equipment Age



EQUIPMENT LIST COLLEYVILLE 16-01

Quantity Owned	Description	Make	Model	Year	Approx. Number of hours	Cutting Deck
1	Crew Cab Truck	Chevy	2500	2015	35,000	N/A
1	Crew Cab Truck	Chevy	2500 HD	2014	70,000	N/A
2	Landscape Trailer	16' Double Axle		2012	N/A	N/A
2	Zero Turn Mower	Toro	Z Master	2014	2000 HOURS	72"
2	Wide Area Mower	John Deere	1600 Turbo Series II	2015	500 HOURS	11'
2	Midsized	Lesco	Commercial	2009	500 hours	48"
1	Midsized	Lesco	Commercial	2009	300 hours	36"
1	Push Mower	Toro	Commercial	2009	0	21"
5	Line Trimmer	Echo	Commercial	2011-2015	300-500 hours	Line Trimmer
4	Stick Edger	Echo	Commercial	2011-2016	300-500 hours	Edger
6	Backpack Blower	Red Max	Commercial	2011-2016	300-500 hours	Blower
4	Hedge Trimmer	Echo	Commercial	2011-2016	200-300 hours	Hedge Trimmer

Assorted Hand Tools As Required To Perform Contract
 All Employees Have Company Issued Phones For Quick Response
 Spare Equipment and Trucks Are Always Available If Needed

MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
3. Equipment shall be operated in a safe and efficient manner at all times.
4. The City of Colleyville reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to insure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged, by the City, as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance, and approved by the City of Colleyville.
5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the necessary equipment required for grounds maintenance operations per specifications. Such equipment must be dedicated to performance of this contract for the City of Colleyville.

**GROUNDS MAINTENANCE
CONTRACT - MOWING
WORKSHEETS AND PROPERTIES**

RF

Properties to be maintained

Annual Contract Extension with any proposed price change increase shall not exceed the consumer price index of the Dallas / Fort Worth standard metropolitan area for the previous twelve-month period.

Area One - Common Areas / Medians

Manicured / Irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Bogart ROW	28	\$ 72.60	\$ 2,032.80
Bransford Park	28	\$ 59.50	\$ 1,666.00
Bransford / Center Park Medians	28	\$ 66.50	\$ 1,862.00
City Park	28	\$ 358.75	\$ 10,045.00
Colleyville Center	36	\$ 143.50	\$ 5,166.00
Central Fire Station	28	\$ 47.95	\$ 1,342.60
Cottonbelt Phase III, Pocket Park	28	\$ 22.50	\$ 630.00
Fire Station #2	28	\$ 23.80	\$ 666.40
Fire Station #3	28	\$ 31.50	\$ 882.00
Hall Johnson / Bluebonnet	28	\$ 39.60	\$ 1,108.80
Heritage Medians	28	\$ 13.20	\$ 369.60
Justice Center	36	\$ 81.90	\$ 2,948.40
Kimzey Park	28	\$ 227.50	\$ 6,370.00
McDonwell School Rd. Trail	28	\$ 66.00	\$ 1,848.00
McPherson Park (10.35 acres)	28	\$ 693.35	\$ 19,413.80
Pleasant Run Practice Facility (Mow at 1")	28	\$ 506.00	\$ 14,168.00
Pleasant Run Soccer Complex	28	\$ 209.30	\$ 5,860.40
Reagan Park (Mow at 1")	28	\$ 175.00	\$ 4,900.00
Senior Center (1.2 acres)	28	\$ 42.00	\$ 1,176.00
Sparger Park	28	\$ 297.50	\$ 8,330.00
Westmont Trail	28	\$ 57.20	\$ 1,601.60
Woodbriar Park	28	\$ 66.50	\$ 1,862.00

If additional mowing cycles are requested for Area One properties, will the cost per cycle for Area One properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area One properties? _____%

Properties to be maintained

Area Two - Common Areas / Medians

Manicured / Non-irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Castleton Trail	18	\$52.80	\$950.40
Cottonbelt Phase I Trail	18	\$356.40	\$6,415.20
Cottonbelt Phase II Trail	18	\$48.40	\$871.20
Cottonbelt Railroad R-O-W	9	\$1,760.00	\$15,840.00
Fire Station #1	18	\$35.00	\$630.00
Glade Road	18	\$35.00	\$630.00
LD Lockett Park	18	\$161.00	\$2,898.00
*Longwood / Broadoak	18	\$118.80	\$2,138.40
McCain Park	18	\$35.00	\$630.00
McPherson Park (9.46 acres)	18	\$416.25	\$7,492.50
Nature Center	18	\$458.50	\$8,253.00
Pleasant Run & Hwy 26 (Lot)	18	\$35.00	\$630.00
Riley Cemetery	18	\$48.40	\$871.20
Senior Center (8 acres)	18	\$352.00	\$6,336.00
Shalimar	18	\$48.40	\$871.20

*To include bridge and embankment area

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

RF

Properties to be maintained

Area Three – Public Works Common Areas / Channels – Mow, Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Elm Street Channel	8	\$65.00	\$520.00
Cheek Sparger/Green Briar Channel	8	\$99.00	\$792.00
5500 Block Winding Trail Channel	8	\$78.50	\$628.00
*1800 Block Gatehouse Court Channel	8	\$35.00	\$280.00

*Spray Only

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

Area Four – Public Works Common Areas – Mow & Trim Only

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
L.D. Lockett ROW	18	\$60.50	\$1,089.00
1601 Hall Johnson (Public Works)	36	\$101.00	\$3,636.00
240 McDonwell School Rd. (Water Tower)	18	\$32.00	\$576.00
729 L.D. Lockett (Pump Station)	18	\$52.50	\$945.00
6015 Bransford (Water Tower)	18	\$30.00	\$540.00
Open Lot @ Glade & River Walk	18	\$30.00	\$540.00
Corner @ Glade & Bransford	18	\$30.00	\$540.00
7500 Overland Trail	18	\$30.00	\$540.00

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

RJ

Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Round-A-Bout at John McCain and Pleasant Run Road	8	\$30.00	\$240.00
Round-A-Bout at Glade and Pool Road	8	\$30.00	\$240.00
Round-A-Bout at Jackson and Cheek-Sparger	8	\$30.00	\$240.00
Round-A-Bout at Hall-Johnson and Bogart	8	\$30.00	\$240.00
Hardscape at the intersection of Glade, Pool and Jackson	8	\$40.00	\$320.00
Hardscape from Glade and Strathmoore to Glade and Copperglen	8	\$65.00	\$520.00
Hardscape Glade and HWY 121 access Road	8	\$40.00	\$320.00
Hardscape Glade and Heritage to the Colleyville City Limit Sign	8	\$65.00	\$520.00
Hardscape Pool and Hall-Johnson to Hall-Johnson and Sycamore, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Broughton to Hall-Johnson and HWY 26, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Bogart, including crosswalk and circle in intersection	8	\$40.00	\$320.00
Hardscape Cheek-Sparger and Jackson intersection	8	\$30.00	\$240.00
Hardscape HWY 26 and Center Park to Glade	8	\$45.00	\$360.00
Hardscape Glade and Bransford triangle	8	\$30.00	\$240.00
Hardscape John McCain and Pleasant Run Road, intersection	8	\$40.00	\$320.00
Hardscape John McCain from Cotton Belt 2 entrance across Rail Road tracks to Cotton Belt 3 entrance	8	\$40.00	\$320.00

RJ

Hardscape Entrance to Cotton Belt 1 from L.D. Lockett	8	\$40.00	\$320.00
Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray (Cont.)			
PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Hardscape Riverwalk and Bluebonnet to Riverwalk and Hall-Johnson	8	\$65.00	\$520.00
Hardscape Church Street and Riverwalk	8	\$30.00	\$240.00
Hardscape Bogart and Pleasant Run Road	8	\$30.00	\$240.00
Hardscape Bogart and Hidden Oaks	8	\$30.00	\$240.00

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

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The following is an estimate for turf square footage. These are estimates, it is the bidder's responsibility to inspect areas and ensure areas being bid on. These estimates do not include the league game fields at City Park or Pleasant Run Soccer Complex.

Estimated Square Feet for Turf Areas

PROPERTY	ADDRESS / LOCATION	ESTIMATED TURF AREA
Non-Park Building Grounds Maint.		
Colleyville Center	5300 Bluebonnet Drive	177,389 sf / 4.1 acres
Central Fire Station	5209 Colleyville Blvd.	60,000 sf / 1.37 acres
Fire Station #1	1900 Hall Johnson	7,730 sf / .20 acres
Fire Station #2	5212 Pool Road	30,000 sf / .68 acres
Fire Station #3	312 McDonwell School Road	38,816 sf / .90 acres
Justice Center	5201 River Walk Drive	102,012 sf / 2.34 acres
Park Properties Grounds Maint.		
Bransford Park	405 Shelton	74,052 sf / 1.7 acres
City Park	5205 Bransford Road	446,490 sf / 10.25 acres
Kimzey Park	2200 Melanie Drive	283,140 sf / 6.5 acres
LD Lockett Park	315 LD Lockett Road	200,376 sf / 4.6 acres
McCain Park	John McCain/ S. side of tracks	.1 acres
McPherson Park	240 McDonwell School Road	862,917 sf / 19.81 acres
Nature Center	100 Millwood Drive	572,458 sf / 13.1 acres
Pleasant Run Soccer Complex	6501 Pleasant Run Road	260,309 sf / 5.98 acres
Pleasant Run Practice Facility	6600 Pleasant Run Road	500,940 sf / 11.5 acres
Reagan Park	709 L.D. Lockett Rd.	217,800 sf / 5 acres
Senior Center	2512 Glade Road	400,752 / 9.2 acres
Sparger Park	4301 Bedford Road	370,260 sf / 8.5 acres
Woodbriar Park	310 W. Green briar Lane	82,764 sf / 1.9 acres
Trails, Medians, Rights-of-Ways Grounds Maint.		
Bluebonnet Median / R-O-W	Hall Johnson Road to Riverwalk Drive	40,034 sf / .90 acres
Bogart / R-O-W	Hall Johnson Road to Pleasant Run Road	71,787 sf / 1.65 acres

Bsf

Bransford, Center Park Median / R-O-W	Glade Rd. to Colleyville Blvd.	30,039 sf / .70 acres
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Estimated Square Feet For Turf Areas (Cont.)

Trails, Medians, Rights-of-Ways Grounds Maint.: (Cont.)		
Castleton Trail	Entry at Pleasant Run Soccer Complex from Cottonbelt Trail to end point at John McCain	52,800 sf / 1.2 acres
Cottonbelt Railroad R-O-W	Hurst City Limit to Grapevine City Limit	1,742,400 sf / 40 acres 3.3 miles
Cottonbelt Phase I Trail	From Bettinger Rd. to John McCain	242,880 sf / 8.1 acres 2.3 miles
Cottonbelt Phase II Trail	From Bettinger Rd. to Hurst City Limit	47,520 sf / 1.1 acres .45 miles
Cottonbelt Phase III Park	Corner of SH 26 and John McCain	
Glade Road / ROW	Corner of Heritage and Glade	1,932 sf / .05 acres
Hall Johnson Median / R-O-W	Highway 26 to Pool Road	86,504 sf / 2.0 acres
Heritage Medians	5300 Block of Heritage Avenue	13,524 sf / .3 acres
Longwood / Broadoak R-O-W / Greenbelt	North side of Longwood / East side of Broadoak	119,310 sf / 2.7 acres
McDonwell School Road Trail	Precinct Line Rd. to start of Westmont Trail	63,360 sf / 1.5 acres .6 miles
Old Grove Trail	Exit at McPherson Park to Old Grove Rd to Stillwater Rd, ending at Westmont Trail	46,800 sf / 1.1 acres 2,340 lf
Pleasant Run & Hwy 26	Building lot to include front and rear of building.	21,780 sf / .5 acres
Riley Cemetery	3600 Block of Brown Trail	47,700 sf / 1.1 acres
Shalimar	Off Cottonbelt Trail Phase I between Pleasant Run and John McCain	39,520 sf / 1.1 acres
Westmont Trail	McDonwell School Rd. / Westcoat / John McCain	55,758 sf / 1.3 acres

NOTE: City Park and Pleasant Run Soccer Complex measurements are for general areas only. League athletic game fields are not figured in to these totals



BID PROPOSAL

TO: City of Colleyville
Parks Department
100 Main Street
Colleyville, Texas 76034

FOR: GROUNDS MAINTENANCE CONTRACT - MOWING

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Bidders, specifications, and the attachment(s) therein referred to, and has carefully examined the location and conditions of proposed work; and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to maintenance tasks, and will do all the work and furnish all the materials called for in the contract and specifications in the manner prescribed therein and according to the requirements of the CITY as therein set fourth.

Accompanying this proposal is a certified Bidder's Bond or Cashier's check payable to the City of Colleyville in

the amount of Seventy thousand six hundred eighty six Dollars and Sixteen

7618.16 Cents (\$ 7618.16). The bid security accompanying this proposal shall be returned to the bidder, unless in case of the acceptance of the proposal the bidder shall fail to execute a contract and file a performance bond and a payment bond within ten (10) days after its acceptance, in which case the bid security shall become the property of the City of Colleyville, and shall be considered as payment for damages due to delay and other inconveniences suffered by the City of Colleyville on account of such failure of the bidder. It is understood that the City of Colleyville reserves the right to reject any and/or all bids.

In the event of the award of a contract to the undersigned, the undersigned will furnish a performance bond and a payment bond for the full amount of the contract (performance and payment bonds will not be required on contracts less than \$25,000.00). These bonds are required to secure proper compliance with the terms and provisions of the contract, to insure and guarantee the work until final completion and acceptance, and to guarantee payment of all lawful claims for labor performed and materials furnished in fulfillment of the contract.

The work proposed to be done shall be accepted when fully completed each month and finished in accordance with the specifications to the satisfaction of the Parks Manager.

The undersigned certifies that the bid price contained in this proposal have been carefully checked and are submitted as correct and final.

The 1985 Session of the Texas Legislature passed House Bill 620 which provides that, in order to be awarded a contract as low bidder, non-resident bidders (out-of-state contractors whose corporate offices and/or principal place of business are outside of the state of Texas) bid projects for construction,

improvements, supplies or services in Texas at an amount lower than the lowest Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a non-resident bidder in order to obtain a comparable contract in the state in which the non-resident's principal place of business is located. **The appropriate blanks in Section A below must be filled out by all non-resident bidders in order for their bid to meet specifications. The failure of non-resident contractors to do so will automatically disqualify that bidder. Resident bidders must so indicate in the space provided in Section B.**

A) 1. Non-resident vendors in _____ (give state), our principal place of business, are required to be _____ percent lower than resident bidders by state law. A copy of the statute is attached.

2. Non-resident vendors in _____ (give state), our principal place of business, are not required to underbid resident bidders.

B) ☐ Our principal place of business or corporate offices is in the State of Texas.

Receipt is hereby acknowledged of the following addenda to the contract documents:

Addendum No. 1 dated _____ Received _____

Addendum No. 2 dated _____ Received _____

Addendum No. 3 dated _____ Received _____

It is understood that a lump sum price must be shown in words and figures for the item listed in this proposal, and in the event of discrepancy, the words shall control.

Did you visit the sites? Yes ☒ No ☐

BSJ

WORKSHEET PAGE NUMBER	TOTAL COST (BOTTOM LINE TOTAL OF WORKSHEET)
Area One - Irrigated Turf Areas – Pg. 18	\$94,249.40
Area Two - Non-Irrigated Turf Areas – Pg. 19	\$55,457.10
Area Three – Public Works Common Areas – Pg. 20	\$2,220.00
Area Four – Public Works Common Areas – Pg. 20	\$8,406.00
Area Five – Roundabouts/Medians – Hardscapes - Pg. 21& 22	\$7,040.00
SUB TOTAL:	\$167,372.50
GRAND TOTAL:	\$167,372.50



Bid Proposal
City of Colleyville, Texas
GROUNDS MAINTENANCE CONTRACT - MOWING

Respectfully submitted,

Whitmore & Sons Inc.
Company Name (please print)

By: Brandon Long
(Please print)

Signature: BFL

1501 Baccarat Ct.
Bidder's Street Address

SEAL if Bidder is
a Corporation

Date: 8/30/16

Euless, TX 76040
City, County, State and Zip

Phone Number: 817.498.0800

Fax Number: 1-682-292-1869

E-Mail Address: whitmoreandsons@outlook.com

All bid responses are required to be signed by an authorized representative of the bidding entity. Bid responses received unsigned will not be considered.

**BID PROPOSAL
FOR
GROUNDS MAINTENANCE CONTRACT - MOWING**

TOTAL BID AMOUNT:

\$ 167,372.50

**GRAND TOTAL GROUNDS MAINTENANCE CONTRACT - MOWING
FOR BID AMOUNT:**

One Hundred Sixty - Seven Thousand Three Hundred Seventy - Two **DOLLARS**
Fifty **CENTS**

All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be initialed by the bidder.

BS

PERFORMANCE BOND

STATE OF TEXAS §
COUNTY OF _____ §

KNOWN ALL MEN BY THESE PRESENTS: That _____
of the City of _____, County of _____
and State of _____ as principal, and _____
_____ authorized under the laws of the State of Texas to act as
surety on bonds for principals, are held and firmly bound unto _____
(Owner), in the penal sum of _____
Dollars (\$_____) for the payment whereof, the said Principal and Surety bind themselves, and
there heirs, administrators, executors, successors and assigns, jointly and severally, by these presents:

WHEREAS, the Principal has entered into a certain written contract with the Owner, dated the
_____ day of _____, 2016, **GROUNDS MAINTENANCE CONTRACT - MOWING** to
which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied
at length herein.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION IS SUCH, that if the said
Principal shall faithfully perform said Contract and shall in all respects duly and faithfully observe and
perform all and singular the covenants, conditions and agreements in and by said contract agreed and
covenanted by the Principal to be observed and conformed, and according to the true intent and
meaning of said Contract and the Specifications hereto annexed, then this obligation shall be void;
otherwise to remain in full force and effect;

"PROVIDED, HOWEVER, that the this bond executed pursuant to the provisions of the Texas
Government Code, Section 2253.001* as amended and all liabilities of this bond shall be determined in
accordance with the provisions of said Code to the same extent as if it were copied at length herein."

Surety, for value received, stipulates and agrees that no charge, extension of time, alteration or
addition to the terms of the contract, or to the work performed thereunder, or the plans, specifications,
or drawings accompanying the same, shall in anyway affect its obligation on this bond, and it does
hereby waive notice of any such change, extension of time, alteration or addition to the terms of the
contract, or to the work to be performed thereunder.

*Not applicable for federal work. See "The Miller Act" 40 U.S.C. S270.

BL

Surety holds a Certificate of Authority from the Department of the United States Treasury and is an acceptable surety on Federal Bonds or is an acceptable reinsurer and is in compliance with Texas Government Code, Section 2253.021, Article 7.19-1, Texas Insurance Code, and any other applicable State or Federal law, rule, or regulation.

IN WITNESS, WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____, 2016

Principal

By: _____

Title: _____

Address: _____

Surety

By: _____

Title: _____

Address: _____

The name and address of the Resident Agent of Surety is:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/05/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jim Kostiha(351531K) 1405 E Main St Ste 160 Eastland TX 76448-3051 INSURED WHITMORE. & SONS, INC 1501 BACCARAC CT EULESS TX 76040		CONTACT NAME: Jim Kostiha PHONE (A/C, No, Ext): 254-629-8989 FAX (A/C, No): 254-629-8979 E-MAIL ADDRESS: jkostiha@farmersagent.com INSURER(S) AFFORDING COVERAGE INSURER A: Truck Insurance Exchange NAIC # 21709 INSURER B: Farmers Insurance Exchange 21652 INSURER C: Mid Century Insurance Company 21687 INSURER D: Farmers Texas County Mutual Insurance Company 24392 INSURER E: INSURER F:
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COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC		606256382	02/05/2016	02/05/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS		606256394	02/05/2016	02/05/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☒ UMBRELLA LIAB EXCESS LIAB DED ☐ RETENTION \$	☒ OCCUR CLAIMS-MADE ☐	604422223	02/05/2016	02/05/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	A07499841	02/05/2016	02/05/2017	WC STATUTORY LIMITS E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE-BID NO: 16-01 THE CITY OF COLLEYVILLE AND ITS OFFICERS, EMPLOYEES AND ELECTED REPRESENTATIVES ARE NAMED AS ADDITIONAL INSURED. WAIVER OF SUBROGATION IN FAVOR OF CERTIFICATE HOLDER.

CERTIFICATE HOLDER**CANCELLATION**

City of Colleyville 5109 Bransford Road Colleyville TX 76034	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Jim Kostiha</i>
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ATTACHMENT 1

INSURANCE

SECTION A. Prior to the approval of this contract by the City, the successful Contractor shall furnish a completed Insurance Certificate to the City, which shall be completed by an agent authorized to bind the named underwriter(s) to the coverages, limits, and termination provisions shown thereon, and which shall furnish and contain all required information referenced or indicated thereon. THE CITY SHALL HAVE NO DUTY TO PAY OR PERFORM UNDER THIS CONTRACT UNTIL SUCH CERTIFICATE SHALL HAVE BEEN DELIVERED TO THE CITY.

INSURANCE COVERAGE REQUIRED

SECTION B. The City reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverages and their limits when deemed necessary and prudent by the City based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Contractor.

SECTION C. Subject to the Contractor's right to maintain reasonable deductibles in such amounts as are approved by the City, the Contractor shall obtain and maintain in full force and effect for the duration of this contract, and any extension hereof, at the successful Contractor's sole expense, insurance coverage written by companies approved by the State of Texas and acceptable to the City, in the following type(s) and amount(s):

<u>TYPE</u>	<u>AMOUNT</u>
1. Worker's Compensation and Employers Liability	Statutory \$100,000/500,000/100,000
NOTE: For building or construction projects, the successful Contractor shall meet the minimum requirements defined in the Texas Workers' Compensation Commission Rule 28 TAC §110.110 which follows this insurance attachment.	
2. Commercial General (public) Liability insurance including coverage for the following:	
a. Premises operations	Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent.
b. Independent contractors	
c. Products/completed operations	
d. Personal injury	
e. Advertising injury	
f. Contractual liability	
g. Medical payments	
h. Underground hazard	
i. Explosion and collapse hazard	

- j. Liquor liability (*Delete if not required*)
 - k. Fire legal liability (*Delete if not renting to others*)
 - l. City's property in Contractor's (*Delete if contractor won't take City property off City premises*) care, custody, or control
3. Comprehensive Automobile Liability insurance, including coverage for loading and unloading hazards, for:
- Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent.
- a. Owned/leased vehicles
 - b. Non-owned vehicles
 - c. Hired vehicles

The Contractor shall obtain, pay for and maintain an "Umbrella" excess liability insurance policy during the contract term, insuring Contractor for an amount not less than \$1,000,000 combined single limit, bodily injury and property damage liability insurance, including death, in excess of the preliminary coverage required herein above, Owner and Engineer to be named as additional insured.

ADDITIONAL POLICY ENDORSEMENTS

The City shall be entitled, upon request, and without expense, to receive copies of the policies and all endorsements thereto and may make any reasonable request for deletion, revision, or modification of particular policy terms, conditions, limitations, or exclusions (except where policy provisions are established by law or regulation binding upon either of the parties hereto or the underwriter of any of such policies). Upon such request by the City, the Contractor shall exercise reasonable efforts to accomplish such changes in policy coverages, and shall pay the cost thereof.

REQUIRED PROVISIONS

The successful Contractor agrees that with respect to the above required insurance, all insurance contracts and certificate(s) of insurance will contain and state, in writing, on the certificate or its attachment, the following required provisions:

- a. Name the City of Colleyville and its officers, employees, and elected representatives as additional insureds, (as the interest of each insured may appear) as to all applicable coverage;

- b. Provide for 30 days notice to the City for cancellation, nonrenewal, or material change; 10 days for Workmans' Compensation change in coverage

Remove all language on the certificate of insurance indicating that the insurance company or agent/broker will endeavor to notify the City but failure to do so shall impose no obligation or liability of any kind upon the company, its agents, or representatives.

- c. All copies of the certificates of insurance shall reference the project name or bid number for which the insurance is being supplied.
- d. Provide for an endorsement that the "other insurance" clause shall not apply to the City of Colleyville;
- e. The Contractor agrees to waive subrogation against the City of Colleyville, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent same may be covered by the proceeds of insurance;
- f. Provide that all provisions of this agreement concerning liability, duty, and standard of care together with the indemnification provision, shall be underwritten by contractual liability coverage sufficient to include such obligations within applicable policies.
- g. Provide for notice to the City at the address shown below by registered mail;
- h. For coverages that are only available with claims made policies, the required period of coverage will be determined by the following formula: Continuous coverage for the life of the contract, plus one year (to provide coverage for the warranty period) and an extended discovery period for a minimum of 5 years which shall begin at the end of the warranty period.

NOTICES

The Contractor shall notify the City in the event of any change in coverage and shall give such notices not less than 30 days prior to the change, which notice must be accompanied by a replacement CERTIFICATE OF INSURANCE.

All notices shall be given to the City at the following address:

Heather Dowell, Parks Manager
City of Colleyville
Parks and Recreation Department
5109 Bransford Road
Colleyville, TX 76034

With a copy to Matthew C. G. Boyle
Boyle & Lowry L.L.P.
4201 Wingren, Suite 108
Irving, Texas 75062

SECTION D. Approval, disapproval, or failure to act by the City regarding any insurance supplied by the Contractor shall not relieve the Contractor of full responsibility or liability for damages and accidents as set forth in the contract documents. Neither shall the bankruptcy, insolvency, or denial of liability by the insurance company exonerate the Contractor from liability.

**WORKERS COMPENSATION INSURANCE
FOR
BUILDING OR CONSTRUCTION PROJECTS**

TEXAS WORKERS COMPENSATION COMMISSION RULE 28, §110.110

As required by the Texas Workers' Compensation Commission Rule 28, §110.110, the Contractor shall accept the following definitions and comply with the following provisions:

Workers' Compensation Insurance Coverage

A. Definitions:

Certificate of coverage ("certificate") - A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the City of Colleyville.

Persons providing services on the project ("subcontractor" in §406.096) - includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

B. The contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.

C. The contractor must provide a certificate of coverage to the City of Colleyville prior to being awarded the contract.

D. If the coverage period shown on the contractor's current certificate of coverage ends during the duration of the project, the contractor must, prior to the end of the coverage period, file a new certificate of coverage with the City of Colleyville showing that coverage has been extended.

BL

E. The Contractor shall obtain from each person providing services on a project, and provide to the City of Colleyville:

(1) a certificate of coverage, prior to that person beginning work on the project, so the City of Colleyville will have on file certificates of coverage showing coverage for all persons providing services on the project; and

(2) no later than seven days after receipt by the contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

F. The contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.

G. The contractor shall notify the City of Colleyville in writing by certified mail or personal delivery, within 10 days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

H. The contractor shall post on each project site a notice, in the text, form, and manner prescribed by the Texas Workers' Compensation Commission, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.

I. The contractor shall contractually require each person with whom it contracts to provide services on a project, to:

(1) provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;

(2) provide to the contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.

(3) provide the contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

(4) obtain from each other person with whom it contracts, and provide to the contractor:

(a) a certificate of coverage, prior to the other person beginning work on the project; and

(b) a new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current

certificate of coverage ends during the duration of the project;

(5) retain all required certificates of coverage on file for the duration of the project, and for one year thereafter;

(6) notify the City of Colleyville in writing by certified mail or personal delivery, within 10 days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and

(7) contractually require each person with whom it contracts, to perform as required by paragraphs (1) - (7), with the certificates of coverage to be provided to the person for whom they are providing services.

J. By signing this contract or providing or causing to be provided a certificate of coverage, the contractor is representing the City of Colleyville that all employees of the contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

K. The contractor's failure to comply with any of these provisions is a breach of contract by the contractor which entitles the City of Colleyville to declare the contract void if the contractor does not remedy the breach within ten days after receipt of notice of breach from the City of Colleyville.

As defined by the Texas Labor Code, Chapter 269, Section 406.096(e), building or construction is defined as:

1. Erecting or preparing to erect a structure, including a building, bridge, roadway, public utility facility, or related appurtenance;
2. Remodeling, extending, repairing, or demolishing a structure; or
3. Otherwise improving real property or an appurtenance to real property through similar activities.

The employment of a maintenance employee who is not engaging in building or construction as the employer's primary business does not constitute engaging in building or construction.

CERTIFICATE OF INSURANCE

The Company indicated below certifies that the insurance afforded by the policies numbered and described below is in force as of the effective date on this certificate. This Certificate of Insurance does not amend or otherwise alter the Terms and Conditions of Insurance coverage contained in any policy or policies numbered and described below. (this certificate shall apply to all work by subcontractors)

Certificate Holder's Name and Address:

City of Colleyville
5109 Bransford Road
Colleyville, Texas 76034

Insured Name and Address:

and
City of Colleyville, Texas

DESCRIPTION SCHEDULE

TYPE OF INSURANCE	*POLICY NUMBER AND ISSUING COMPANY	POLICY EFFECT DATE	POLICY EXPIRE DATE	LIMITS OF LIABILITY (Stated in Thousands)
GENERAL LIABILITY G Premises-Operations G Products-Completed Operations G Personal and Advertising Injury G Medical Expense G Fire Damage Legal G Other Liability				General- aggregate- Pr. Comp. Op. Agg.- Each Occurrence- Any One Person or Organization- Any One Person- Any One Fire-
AUTOMOBILE LIABILITY G Comprehensive Form G Owned G Hired G Non-Owned				OCCURRENCE Bodily Injury (Each Person)- Bodily Injury (Each Accident)- Property Damage Bodily Injury and Property Damage Combined-
EXCESS LIABILITY G Umbrella Form				Bodily Injury and Property Damage Combined: Occurrence- Aggregate-
G Worker's Compensation and G Employer's Liability				STATUTORY LIMITS

Insurance in force for hazards indicated by X.
Person/Phone Number

*NOTE: Name/Address/Contact

Description of Operations/Locations
Vehicles/Restrictions/Special Items

Producer: Name/Address/Phone Number/Fax No

Should any of the described policies be canceled before the expiration date, the insurance company will mail thirty(30) days written notice to the above named certificate holder.

Date Certificate Issued: _____

Authorized Representative _____

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/25/2010

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MID CITIES INSURANCE PO BOX 2465 COPPELL, TX 75019	AGENT KEITH EDWARDS 817-329-3649 MIPSA@MSN.COM ODUCE --	Not 817-4104616
INSURED WHITMORE & SONS, NC BLMD LLC PO BOX 210203 BEDFORD, TX 76095	INSURER A - AMERICA FIRST INSURER C - AMERICA FIRST INSURER C - AMERICA FIRST INSURER C - AMERICA FIRST INSURER E - INSURER F -	NAIC #

COVERAGES

CERTIFICATE NUMBER

REVISION NUMBER

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSURANCE TYPE	POLICY NUMBER	DATE	POLICY	LIMITS
GENERAL LIABILITY A COMMERCIAL GENERAL LIABILITY CLAIMS MADE: OCCUR	CBP e81436B	02/05/10	02106111	EACH OCCURRENCE \$1,000,000 BODILY INJURY (Per person) \$100,000 MEDICAL FEES (Per accident) \$6,000 PERSONAL & ADVERTISING \$100,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS-COMPLETION \$2,000,000
GENERAL LIABILITY B AUTOMOBILE LIABILITY ANY AUTO ALLIED AUTOS SCHEDULED AUTOS HIRE AUTOS NON-OWNED AUTOS	BA 802&457	12/05/10	02105111	COMBINED SINGLE LIMIT (Each auto) \$1,000,000 BODILY INJURY (Per person) \$100,000 BODILY INJURY (Per accident) \$100,000 PROPERTY DAMAGE (Per accident) \$100,000
UMBRELLA LIABILITY C EXCESS UMB CLAIMS MADE DEDUCTIBLE WORKERS COMPENSATION	CU 9814566	2/05/10	02/05111	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 BODILY INJURY (Per person) \$100,000
EMPLOYERS' LIABILITY D A PROPRIETARY PARTNERSHIP EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Mandatory in NH) RATIONS below	WC 9812866	02/05/10	02106111	EACH ACCIDENT \$1,000,000 E.L. DISEASE-EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATION(S) AND LOCATIONS/VEHICLES (Attach ACORD 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 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1903, 1904, 1905, 1906, 1907, 1908, 1909, 1910, 1911, 1912, 1913, 1914, 1915, 1916, 1917, 1918, 1919, 1920, 1921, 1922, 1923, 1924, 1925, 1926, 1927, 1928, 1929, 1930, 1931, 1932, 1933, 1934, 1935, 1936, 1937, 1938, 1939, 1940, 1941, 1942, 1943, 1944, 1945, 1946, 1947, 1948, 1949, 1950, 1951, 1952, 1953, 1954, 1955, 1956, 1957, 1958, 1959, 1960, 1961, 1962, 1963, 1964, 1965, 1966, 1967, 1968, 1969, 1970, 1971, 1972, 1973, 1974, 1975, 1976, 1977, 1978, 1979, 1980, 1981, 1982, 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993, 1994, 1995, 1996, 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2



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233

TEXAS DEPARTMENT OF AGRICULTURE

COMMISSIONER SID MILLER

P. O. BOX 12847 AUSTIN, TX 78711-2847

(877) LIC-AGRI (877-542-2474)

For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE

www.tda.state.tx.us



NURSERY/FLORAL CERTIFICATE OF REGISTRATION

This is to certify that the person listed below is licensed to sell nursery/floral products at the indicated location in accordance with Texas Agriculture Code Chapter 71.

WHITMORE & SONS, INC.
1501 BACCARAC CT
EULESS TX 76040

Client Name: WHITMORE AND SONS INC
TDA Client No: 00452032

CERTIFICATE NO: 0014835

CERTIFICATE TYPE: NURSERY FLORAL CLASS 1

Effective Date: October 31, 2015

Expiration Date: October 31, 2016

MUST BE POSTED IN A CONSPICUOUS LOCATION

THIS CERTIFICATE IS NON-TRANSFERABLE

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

BRANDON LONG

Is hereby licensed as a

LICENSED IRRIGATOR

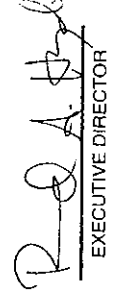
License Number

LJ0009538

Expires

06/30/2019


SIGNATURE


EXECUTIVE DIRECTOR

TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847
(877) LIC-AGRI (877-542-2474)



For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE
www.TexasAgriculture.gov

COMMERCIAL PESTICIDE APPLICATOR LICENSE

This is to certify that the person whose name appears below has met the requirements of Texas Agriculture Code Chapter 76, relating to application of restricted-use or state-limited-use pesticides or regulated herbicides. This license is issued for purchase and application of restricted-use or state-limited-use pesticides or regulated herbicides to be used according to label directions consistent with the use categories listed below.

DEBORAH SALCIDO
1100 VALLEY VIEW DR
HURST TX 76053

TDA Client No:	00513234
License No:	0669123
Effective Date:	April 30, 2016
Expires:	April 30, 2017
Categories:	



Properties to be maintained

Annual Contract Extension with any proposed price change increase shall not exceed the consumer price index of the Dallas / Fort Worth standard metropolitan area for the previous twelve-month period.

Area One - Common Areas / Medians

Manicured / Irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Bogart ROW	24	\$72.60	\$1,742.40
Bransford Park	24	\$59.50	\$1,428.00
Bransford / Center Park Medians	24	\$66.50	\$1,596.00
City Park	24	\$358.75	\$8,610.00
Colleyville Center	24	\$143.50	\$3,444.00
Central Fire Station	24	\$47.95	\$1,150.80
Cottonbelt Phase III, Pocket Park	24	\$22.50	\$540.00
Fire Station #2	24	\$23.80	\$571.20
Fire Station #3	24	\$31.50	\$756.00
Hall Johnson / Bluebonnet	24	\$39.60	\$950.40
Heritage Medians	24	\$13.20	\$316.80
Justice Center	24	\$81.90	\$1,965.60
Kimzey Park	24	\$227.50	\$5,460.00
McDonwell School Rd. Trail	24	\$66.00	\$1,584.00
McPherson Park (10.35 acres)	24	\$693.35	\$16,640.40
Pleasant Run Practice Facility (Mow at 1")	24	\$506.00	\$12,144.00
Pleasant Run Soccer Complex	24	\$209.30	\$5,023.20
Reagan Park (Mow at 1")	24	\$175.00	\$4,200.00
Senior Center (1.2 acres)	24	\$42.00	\$1,008.00
Sparger Park	24	\$297.50	\$7,140.00
Westmont Trail	24	\$57.20	\$1,372.80
Woodbriar Park	24	\$66.50	\$1,596.00

If additional mowing cycles are requested for Area One properties, will the cost per cycle for Area One properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area One properties? _____%

RJ

WORKSHEET PAGE NUMBER	TOTAL COST (BOTTOM LINE TOTAL OF WORKSHEET)
Area One - Irrigated Turf Areas – Pg. 18	\$79,239.60
Area Two - Non-Irrigated Turf Areas – Pg. 19	\$55,457.16
Area Three – Public Works Common Areas – Pg. 20	\$2,220.00
Area Four – Public Works Common Areas – Pg. 20	\$8,406.00
Area Five – Roundabouts/Medians – Hardscapes - Pg. 21& 22	\$7,040.00
SUB TOTAL:	\$152,362.70
GRAND TOTAL:	\$152,362.70

RF

**BID PROPOSAL
FOR
GROUNDS MAINTENANCE CONTRACT - MOWING**

TOTAL BID AMOUNT: \$ 152,362.70

**GRAND TOTAL GROUNDS MAINTENANCE CONTRACT - MOWING
FOR BID AMOUNT:**

One Hundred Fifty-Two Thousand Three Hundred Sixty-Two DOLLARS
Seventy CENTS

All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be initialed by the bidder.

BSJ

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Whitmore and Sons, Inc.
Euless, TX United States

Certificate Number:
2017-260927

Date Filed:
09/14/2017

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

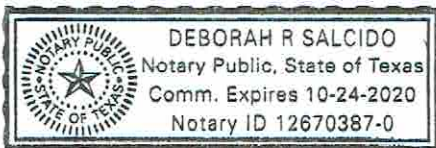
2016-108781
Landscape Maintenance

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

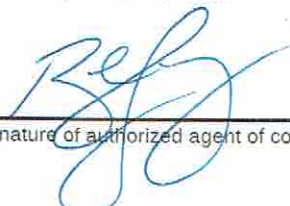
5 Check only if there is NO Interested Party.



6 AFFIDAVIT

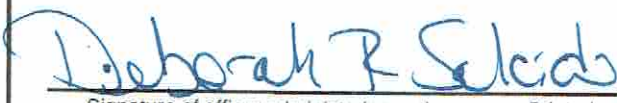


I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.


Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Brandon Long, this the 14th day of September, 2017, to certify which, witness my hand and seal of office.


Signature of officer administering oath

Deborah R Salcido
Printed name of officer administering oath

Deborah R Salcido Notary
Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
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Whitmore and Sons, Inc.
Euless, TX United States

Certificate Number:
2017-260927

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2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville

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2016-108781

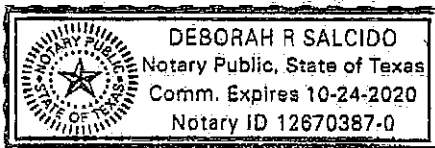
Landscape Maintenance

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



6 AFFIDAVIT



I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Brandon Long, this the 14th day of September, 2017, to certify which, witness my hand and seal of office.

Deborah R Salcido Deborah R Salcido Notary
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ**For vendor doing business with local governmental entity**

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

Whitmore and Sons, Inc.

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

N/A

Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

N/A

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

N/A

6 ☐ **Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).**

7 **Brandon Long**
Digitally signed by Brandon Long
DN: cn=Brandon Long, o=Whitmore and Sons, Inc., ou,
email=b.long@whitmorelandscape.com, c=US
Date: 2017.09.14 13:40:52 -0500
Signature of vendor doing business with the governmental entity

9/14/2017

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

Change Order

City of Colleyville
100 Main Street
Colleyville, Texas 76034
(817) 503-1090

Date: April 3, 2018
Owner: City of Colleyville
Contractor: Whitmore & Sons, Inc.
Project name: Grounds Maintenance Contract
Change order number: 2

You are directed to make the following changes in this contract:

Cost adjustment for addition of 18 mowing cycles, annually for SH 26 ROW property maintenance.
\$1,260.00 each cycle

The original contract sum was: \$175,265.38
Net amount of previous change orders: _____
Total original contract amount plus or minus net change orders: _____
Total amount of this change order: \$22,680
The new contract amount including this change order will be: \$197,945.38
The contract time will be changed by the following number of days: (0) Days
The date of completion as of the date of this change order is: No Change

Contractor:

Whitmore & Sons, Inc.

Company name
PO Box 210203

Address
Bedford, TX 76095

City, State, Zip

Date

Signature

Owner:

City of Colleyville -

Name

100 Main Street
Address

Colleyville, TX 76034

City, State, Zip

Date

Signature



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 4d

Agenda Date 9/21/2021

Number Resolution R-21-4651

Type Resolution

Department City Manager

Title

Approval of an agreement with MESA for construction administration and observation services for the SH26 Gateways project, in an amount not to exceed \$199,775, and authorizing the City Manager to execute the agreement

Strategic Plan

5.1 Create and sustain an identifiable Colleyville brand

Explanation

Reading and Public Hearing

This agenda item provides for construction administration and observation services by MESA for the SH26 Gateways project. MESA was the design consultant for the gateway elements and produced all of the plans for construction. Including MESA in construction administration during the construction phase will ensure the contractor follows the design intent of all Gateway elements. A large portion of this contract with MESA also includes services from sub-consultants that will be reviewing specific elements, such as the vertical tower structures. It is necessary to involve third party oversight of the construction of the towers in particular, as is outside of the professional expertise of the City's building inspection and construction management staff.

Financial Impact

This project will utilize funds from the City's TIF.

Recommendation

Approve

Attachments

1. MESA construction observation
2. Revised Authorization for Additional Services Agreement

4d. Construction administration and observation services for the SH26 Gateways

- The City awarded the SH26 Gateways project in July 2021 (\$8.37M), a project design by MESA
- This agenda item provides for approval of construction administration and observation services by MESA
 - Ensure contractor follows the design intent of all Gateway elements
 - Includes services from sub-consultants which will be reviewing specific elements, such as the vertical tower structures
 - Provides third party oversight in areas outside of the professional expertise of City staff
- Not to exceed amount of \$199,775 (Services not utilized will not be billed)



Authorization for Additional Services

Client: City of Colleyville

Project: SH 26 Corridor

Project No: 18023, Add Service No. 16

Date: August 24, 2021

Location: Colleyville, Texas

Re: Agreement and/or Authorization of Services by and between MESA Design Associates, Inc. and the City of Colleyville, Texas

All provisions of original or referenced Agreement and/or Authorization of Services remain in full force and effect except as modified herein.

Services Requested By: Adrienne Lothery

Services Determined By: Aaron Duncan

Additional Services: Construction Observation: Gateways (Creekside, Main Street, Pastoral Gateway South, Pastoral Gateway North, 5117 Colleyville Boulevard, and 5200 Colleyville Boulevard)

The scope of this proposal is based on the City of Colleyville serving as construction manager and performing oversight of the contractor and construction activities. MESA's services will be limited per the City's request and will include the following:

Task 1: In-House Review

MESA will conduct in-office tasks and coordination throughout the duration of the corridor construction process. Scope of work includes the following:

1. Review submittals and shop drawings as required, including concrete paving, stone paving, stone blocks, stone walls, landscape material (trees, shrubs, and groundcover), lighting, irrigation, and material testing reports.
2. Review weekly video recordings of installed landscape and hardscape areas to verify quantities and realization of design intent. Videos to be submitted as sections of the project are completed for review in prep for final punch.
3. Respond to client and contractor questions for clarification of the hardscape and landscape construction documents. Design revisions made during construction that are not a result of field conditions are not included in these additional services and will be billed at the hourly rate schedule included.

Deliverables: In-office coordination, review and response to submittals and shop drawings.

Task 2: Site Visits

MESA will visit and observe construction related activities, respond to questions, and provide clarification on items in the construction documents. This task includes services for the Creekside, Main Street, Pastoral Gateway South, Pastoral Gateway North, 5117 Colleyville Boulevard, and 5200 Colleyville Boulevard project area/contract documents. Written observations will be provided after each site visit. MESA will document all hours and notify the Client if additional hours are expected. No hours will be billed as additional service unless signed and approved by City Official. Scope of work includes the following:

1. Review layout of hardscape and landscape elements within scope of services.
2. Tree tagging of Cedar Elms and Crape Myrtles – four (4) separate visits to tree farms in Texas and Oklahoma.
3. Stone quarry visit to select stone blocks and stone paving – one (1) visit to quarry in Lueders Texas.
4. Limited observation of landscape and hardscape construction activities.
5. Review of night set of lighting at each gateway – three (3) separate visits.
6. Review of soils at each gateway by certified agronomist – up to five (5) separate visits and three (3) soils tests.

7. Review of seed mix installation by certified native seed specialist – up to eight (8) separate site visits and eight (8) written observations.
8. Written observations after each site visit and final punch list at substantial completion.
9. Site visits will be conducted on Tuesdays or as determined by Client. Meetings will be rescheduled as required if weather or holidays conflict. – Thirty-nine (39) site visits.

August 2021 – December 2021: twelve (12) site visits

December 2021 – March 2022: fifteen (15) site visits

March 2022 – June 2022: six-teen (16) site visits

June 2022 – October 2022: seventeen (17) site visits

Deliverables: Up to sixty (60) site visits and fifty-two (52) written observations

Task 3: Owner / Architect / Contractor Meetings

MESA will teleconference in to the OAC weekly meetings (up to 36 phone calls) with the contractor. MESA's attendance is to stay informed of the project progression and issues. The Client will be managing the OAC meeting. Any action items required by MESA will be covered under Task One, Task Two, or covered under a separate agreement.

Deliverables: Up to thirty-six (36) phone calls with the City and Contractor.

Task 4: City Coordination Meetings

MESA will attend (in person or via teleconference) coordination meetings with the client to discuss ongoing project items. These meetings are separate from the OAC meetings included in Task Three and will be ongoing throughout the project construction, capped at the not to exceed amount of \$5,000.00.

Deliverables: Attendance at meetings (in person, or virtually) to review overall project coordination items. Meetings will be billed hourly per the attached hourly rate schedule.

Task 5: Architect Design Services: Construction Administration

Architexas will provide construction phase services on the vertical towers per their proposal dated July 28, 2021, (Exhibit A). Their scope of services includes the following tasks:

1. Design Development Services (previously contracted)
2. Construction Documents (previously contracted)
3. Construction Phase: Bidding (previously contracted)
4. Construction Phase: Construction Administration (included in this contract)
5. Reimbursable Expenses (previously contracted)

Deliverable: Architectural construction administration.

Task 6: Structural Engineering Services

Stantec Consulting Services Inc. will provide structural engineering services per their proposal dated January 23, 2019, (Exhibit B). Their scope of services includes the following tasks:

1. Construction Documents Phase (previously contracted)
2. Construction Administration (included in this contract)
3. Reimbursable Expenses (previously contracted)

Deliverable: Structural Engineering construction administration.

Task 7: Irrigation Services

Irri-Tech, LLC will provide irrigation services per their proposal dated June 26, 2020, (Exhibit C). Their scope of services includes the following tasks:

1. Construction Documents Phase (previously contracted)
2. Construction Administration (included in this contract)
3. Reimbursable Expenses (previously contracted)

Deliverable: Irrigation construction administration.

Task 8: MEP Engineering Services

ARJO Engineers, Inc. will provide mechanical, electrical, and plumbing engineering services per their proposal dated June 25, 2020, (Exhibit D). Their scope of services includes the following tasks:

1. Construction Documents Phase (previously contracted)
2. Construction Administration (included in this contract)
3. Reimbursable Expenses (previously contracted)

Deliverable: MEP Engineering construction administration.

Task 9: Certified Arborist Services

Bartlett Tree Experts will provide tree care observation services per their proposal dated August 18, 2021 (Exhibit E). Their scope of services includes the following tasks:

1. Conduct site visits to review installation and observation of trees throughout the duration of construction. Written observations will be provided after each site visit.
2. Review submittals as required, including tree selection, tree care maintenance practices (fertilization, pest management and root protection), and soil testing reports
3. Provide recommendations for tree care for consideration by Client.

Deliverable: Certified Arborist construction observation.

Task 10: Conformed Contract Documents

MESA will provide a conformed set of plans and specifications based on the approved contract scope. The conformed plans scope of services includes the following tasks:

1. Revise plan documents and specifications
2. Revise project manual

Deliverable: Conformed contract documents.

Base Fees

The below scope of services will be billed on a percentage completion basis or hourly not to exceed as applicable (in accordance with the fee schedule specified below) with the total cost of services not to exceed the amount specified for each without a written addendum to this contract. The below tasks shall be billed as follows:

Task	Base Fees
Task 1: In-House Review <i>Lump Sum</i>	\$50,000.00
Task 2: Site Visits <i>Hourly Not Exceed</i>	\$83,250.00
Task 3: Owner/Architect/Contractor Meetings (Remote Call-In) <i>Hourly Not to Exceed</i>	\$11,160.00
Task 4: City Coordination Meetings <i>Hourly Not to Exceed</i>	\$5,000.00
Task 5: Architect Services Construction Administration MESA Management & Coordination <i>Lump Sum</i>	\$15,500.00 \$1,550.00
Task 6: Structural Engineering Services Construction Administration MESA Management & Coordination <i>Lump Sum</i>	\$8,600.00 \$860.00
Task 7: Irrigation Services Construction Administration MESA Management & Coordination <i>Lump Sum</i>	\$4,900.00 \$490.00
Task 8: MEP Engineering Services Construction Administration MESA Management & Coordination <i>Lump Sum</i>	\$1,900.00 \$190.00
Task 9: Certified Arborist Services Construction Observation MESA Management & Coordination <i>Lump Sum</i>	\$6,250.00 \$625.00
Task 10: Conformed Contract Documents MESA <i>Lump Sum</i>	\$6,000.00
Reimbursable Expenses <i>Lump Sum</i>	\$3,500.00
Total Cost of Additional Services	\$199,775.00

Acceptance:

- ☐ Work is proceeding by verbal authorization or request form.
☒ Work will begin upon receipt of this authorization.

Name: Aaron Duncan

Company: MESA Design Associates, Inc.

Signature:  _____

Date: August 24, 2021

Name: _____

Client: City of Colleyville

Signature: _____

Date: _____

Exhibit A: Architexas

28 July 2021

Mr. Stan Cowan
Mesa Design Group
2001 North Lamar Street, Suite 100
Dallas, TX 75202

**Re: Proposal for Additional Architectural Services
For Gateway Designs on Colleyville Boulevard
Colleyville, Texas**

Architexas respectfully submits this proposal for additional architectural services related to the design of the gateway structures along Colleyville Boulevard. Specifically, these additional services are requested as an amendment to TASK 3.2 Construction Administration in our original agreement. That task shall be amended to clarify our CA services, including the number of site visits, mockup reviews, general scope:

3.2 Construction Administration

MESA will lead the construction administration process that will include visiting the sites at intervals appropriate to the stage of construction, or as otherwise agreed with the city to become generally familiar with the progress of the work and if the work is being performed in a manner that, when fully completed, will be in accordance with the Construction Documents. Architexas will assist as necessary in this phase:

- a. *Attend six (6) site visits to observe construction progress;*
- b. *Prepare field reports documenting our construction observations;*
- c. *Review two (2) masonry mockups;*
- d. *Review shop drawings and submittals;*
- e. *Respond to contractor RFIs*
- f. *Review contractor applications for payment*

Architexas proposes to provide these additional services for an additional fee of **\$10,500**, so that total Task 3.2 fees will be **\$15,500**. All other terms of our previous agreement apply this additional services scope. Should you find this proposal acceptable, please sign and return one executed copy.

Sincerely,



John P Allender, AIA
Principal

Authorization

Authorization and Agreement by:
(Please print name and title)

Exhibit B: Stantec Consulting Services Inc.

January 23, 2019

REVISED February 19, 2019

REVISED September 13, 2019

REVISED July 30, 2021

REVISED August 5, 2021

Mr. Kevin Bernauer

MESA

2001 North Lamar Street, Suite 100

Dallas, TX 75202

SUBJECT: Fee Proposal for Colleyville Boulevard (Mesa Project 18023)

Dear Mr. Bernauer,

Stantec Consulting Services Inc. appreciates the opportunity to submit this proposal for professional services associated with the proposed landscape modifications of Colleyville Boulevard for the City of Colleyville. This proposal is for Structural Engineering Services. We understand that the major scope items needing structural design/review consist of:

1. **Pastoral Gateway** – masonry/stone tower (4- to 5-story), stone plinth, and freestanding feature walls.
2. **Main Street** – two tower features (40-ft and 60-ft tall), stone columns, retaining wall, and feature walls.
3. **Creekside Gateway** – masonry/stone tower (+/- 40-ft tall), feature walls, and signage foundation.
4. **Medians** – foundations for monolithic elements or serpentine walls.
5. **Light Pole Bases** – review of existing, pre-installed light pole foundations for use for new poles, and new details for pole attachment, per light manufacturer's recommendations.

Scope of Services

Based on our understanding of your needs at this time and the current status of this project, we propose to provide the following specific services:

A. Construction Documents Phase

1. Structural design of the scope elements listed above.
2. Preparation and review of appropriate details for inclusion in your construction drawings. Review of those final drawings and coordinated details, and signing and sealing construction documents.

B. Construction Administration Phase

1. Review structural RFIs.
2. Review structural submittals.
3. **Site visits during construction, in accordance with Section 1704.6 of the 2018 International Building Code, to be performed as follows:**
 - a. **Three (3) site visits to review general conformance to the construction documents for each of the four towers.**
 - b. **Two (2) site visits to review general conformance to the construction documents for the site and retaining wall construction.**
4. **Review testing and inspection reports prepared by Special Inspector / Testing Laboratory and initiate appropriate corrective action if required.**

C. Reimbursables/Reproduction

Reproduction, courier and delivery services will be provided for this project and billed in accordance to our Standard Rate Schedule. In addition, minor out-of-pocket expenses for outside reproduction, travel expenses, courier and review agency fees, etc. incurred will be billed at Cost+10%. Stantec requests that you issue checks for fees unless otherwise agreed upon in advance.

Project Fees:

Our Fees for the above referenced work are as follows:

Construction Documents = \$16,500 Lump Sum apportioned as follows:

- \$1,500.00 – Light Pole Bases (Scope Item 5 above) – Task 630
- \$6,000.00 - Tower #1 (First item of Scope Items 1, 2 or 3 above to be designed, as dictated by project requirements) – Task 631
- \$4,000.00 – Tower #2 (Second item of Scope Items 1, 2 or 3 above to be designed, as dictated by project requirements) – Task 632
- \$2,500.00 – Tower #3 (Third item of Scope Items 1, 2 or 3 above to be designed, as dictated by project requirements) – Task 633



January 23, 2019 (revised February 19, 2019, September 13, 2019, July 30, 2021, August 5, 2021)
Colleyville Boulevard - Main Street
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\$2,500.00 – Medians (Scope Item 4 above) – Task 634

\$16,500.00 – Total Construction Documents

Construction Administration = Hourly in accordance with the attached schedule (total fees for this service will not exceed \$8,600) – Task 635

Reimbursables = Cost + 10% (if needed) – Task 890

Fees are payable with monthly billing based on the percentage complete for lump sum items or services performed for hourly rates shown. Stantec reserves the right to stop work on this project with 24 hours' notice given if any time billings remain past due.

Please note that the above fees are based on a smooth project implementation and have assumed no major changes to the project after we begin final design and preparation of the design drawings and application for this project. Work provided outside the above scope of services will be billed as an additional service once approved in writing by your office.

ASSUMPTIONS AND EXCLUSIONS

- Construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction work shall not be our responsibility.
- Special Inspection Services for this project may be required by the local municipality. These services are not included in this proposal. Special Inspection Services can be provided by an approved testing service as an Additional Service.
- **Materials testing for the new construction is not included in this proposal. These services can be provided by an approved testing service as an Additional Service.**
- In-place materials testing and/or load testing of the existing structure may be required to adequately assess the structure's condition. These services are not included in this proposal. They can be provided by an approved testing service as an Additional Service.
- It is assumed that geotechnical information will be provided, including design criteria for foundation design of spread footings, wall footings, and drilled piers (if necessary).

Design with community in mind

ADDITIONAL SERVICES

Additional services will include but are not limited to the following and shall be approved by the client prior to commencement. Work provided outside the above scope of services will be billed as an additional service at our standard hourly rates:

- Items that the client deems are Stantec responsibility indicated in proposal exclusions.
- Design revisions required due to amendments/changes in regulatory criteria (i.e., design criteria, results of legislation, court decisions, etc.) adopted after the date of the proposal, which becomes effective retroactive prior to the date of the proposal, or which might benefit your project to the extent your desire to incorporate them into the project.
- Work associated with revising the design and documents for an alternate structural system after the selection and implementation of the primary structural system.
- Work associated with revising the design and documents for architectural and/or owner initiated changes after the commencement of the services described herein.
- Work resulting from corrections or revisions required because of errors or omissions in construction by the Contractor or Sub-Contractors.
- Other services performed or furnished not otherwise provided for under this Agreement or in the Engineering Contract.



January 23, 2019 (revised February 19, 2019, September 13, 2019, July 30, 2021, August 5, 2021)
Colleyville Boulevard - Main Street
Page 5 of 5

Acceptance:

If the foregoing is acceptable, and to authorize us to provide these services, please execute this agreement by signing in the space provided and return a copy for our files.

Letter of agreement accepted for MESA Design:

By: _____
(Signature)

Printed Name: _____

Title: _____

Date: _____

We appreciate the opportunity to submit this proposal. Please call me with any questions or comments.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Charles E. Grossman, P.E.
SENIOR ASSOCIATE

Included: Terms and Conditions, Standard Rate Schedule

Design with community in mind



STANDARD RATE SCHEDULE

THE FOLLOWING RATES ARE FOR WORK PERFORMED ON AN HOURLY CHARGE BASIS. RATES INCLUDE COMPANY OVERHEAD AND PROFIT FOR SERVICES ACCOMPLISHED DURING REGULAR WORKING HOURS.

DIRECT LABOR

OFFICE PERSONNEL SERVICES	Hourly Rate
Senior Principal (L18)	\$275
Principal (L16-L17)	\$216-234
Project Manager (L10-L15)	\$139-188
Civil/Electrical/Mechanical/Structural Engineering Technician (L06-L12)	\$109-158
Civil/Electrical/Mechanical/Structural Designer (L8-L11)	\$125-148
Civil/Electrical/Mechanical/Structural Engineer (L8-L16)	\$125-216
GIS Analyst (L7-L10)	\$117-139
Landscape Designer (L6-L8)	\$109-125
Landscape Architect (L8-L17)	\$125-234
CAD Technician (L5-L10)	\$101-139
Rod Person/Instrument Person (L3-L5)	\$83-101
Survey Party Chief (L5-L9)	\$101-129
Survey Technician (L4-L10)	\$91-139
Land Surveying Professional (L5-L15)	\$101-188
Community/Regional Planner (L12-L15)	\$165-184
Urban Planner (L6-L11)	\$109-148
Administrative Assistant (L4-L7)	\$91-117
Administrative Manager (L8-L11)	\$125-148
Courier (L4)	\$91
Construction Inspection (L10-L11)	\$139-148
Construction Management/Coordination (L11-L15)	\$148-188
Expert Witness(L12-L18)	\$330-550

FIELD PARTY SERVICES

2-Man Field Party	\$165 per hour
3-Man Field Party	\$191 per hour
4-Man Field Party	\$222 per hour

DIRECT EXPENSES

Transportation:

By Firm's Passenger Vehicles	Per IRS Rates
By Firm's Survey Trucks	\$0.75 per mile
Subsistence for Out-of-City Work (Survey Field Crew)	Prevailing IRS Approved Rates for Survey Locale
Survey Stakes, Lathes, Iron Rods and other Direct Expenses	Our cost plus 10%
In-House Courier & Delivery Services	<15 Miles at ¼ hr Billing
In-House Courier & Delivery Services	>15 Miles at ¼ hr Billing
In-House Reproduction & Printing by Firm	Prevailing Commercial Rates

These rates are subject to change without notice

Notes:

1. Field Party rates include a charge for normal equipment, normal supplies and survey vehicles. Abnormal use of stakes, lathes, etc. used (such as during the construction phase of a project) will be charged as indicated. A mileage charge will be billed for projects exceeding a 50 mile radius of the base office.
2. A minimum of two hours Field Party time charge will be made for show up time and return to office, resulting from inclement weather conditions, etc.
3. Field Party stand-by time will be charged for at the appropriate rates shown above.



The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Consultant and together, when the Client authorizes Consultant to proceed with the services, constitute the Agreement. Consultant means the Stantec entity issuing the Proposal.

DESCRIPTION OF WORK: Consultant shall render the services described in the Proposal (hereinafter called the "Services") to the Client.

DESCRIPTION OF CLIENT: The Client confirms and agrees that the Client has authority to enter into this Agreement on its own behalf and on behalf of all parties related to the Client who may have an interest in the Project.

TERMS AND CONDITIONS: No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the Client and Consultant. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This Agreement supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

COMPENSATION: Payment is due to Consultant upon receipt of invoice. Failure to make any payment when due is a material breach of this Agreement and will entitle Consultant, at its option, to suspend or terminate this Agreement and the provision of the Services. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

NOTICES: Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

TERMINATION: Either party may terminate the Agreement without cause upon thirty (30) days notice in writing. If either party breaches the Agreement and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the Client of Consultant's invoices within 30 days of Consultant rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of Consultant are terminated. On termination by either party, the Client shall forthwith pay Consultant all fees and charges for the Services provided to the effective date of termination.

ENVIRONMENTAL: Except as specifically described in this Agreement, Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater.

PROFESSIONAL RESPONSIBILITY: In performing the Services, Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the Services at the time and the location in which the Services were performed.

INDEMNITY: The Client releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the Services, excepting liability arising from the sole negligence of Consultant.

LIMITATION OF LIABILITY: It is agreed that the total amount of all claims the Client may have against Consultant under this Agreement, including but not limited to claims for negligence, negligent misrepresentation and/or breach of contract, shall be strictly limited to the lesser of professional fees paid to Consultant for the Services or \$50,000.00. No claim may be brought against Consultant more than two (2) years after the cause of action arose. As the Client's sole and exclusive remedy under this Agreement any claim, demand or suit shall be directed and/or asserted only against Consultant and not against any of Consultant's employees, officers or directors.

Consultant's liability with respect to any claims arising out of this Agreement shall be absolutely limited to direct damages arising out of the Services and Consultant shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the Client, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

Liability of Consultant shall be further limited to such sum as it would be just and equitable for Consultant to pay having regard to the extent of its responsibility for the loss or damage suffered and on the assumptions that all other consultants and all contractors and sub-contractors shall have provided contractual undertakings on terms no less onerous than those set out in this Agreement to the Client in respect of the carrying out of their obligations and have paid to the Client such proportion of the loss and damage which it would be just and equitable for them to pay having regard to the extent of their responsibility.

DOCUMENTS: All of the documents prepared by or on behalf of Consultant in connection with the Project are instruments of service for the execution of the Project. Consultant retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used for any other purpose without the prior written consent of Consultant. In the event Consultant's documents are subsequently reused or modified in any material respect without the prior consent of Consultant, the Client agrees to defend, hold harmless and indemnify Consultant from any claims advanced on account of said reuse or modification.

Any document produced by Consultant in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Consultant, which may be withheld at Consultant's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract, and will only be authorized pursuant to the conditions of Consultant's standard form reliance letter.

Consultant cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). Client shall release, indemnify and hold Consultant, its officers, employees, Consultant's and agents harmless from any claims or



damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Consultant, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Consultant's written consent.

FIELD SERVICES: Consultant shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the Project, and shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the Project. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

GOVERNING LAW/COMPLIANCE WITH LAWS: The Agreement shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the Services are performed. Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

DISPUTE RESOLUTION: If requested in writing by either the Client or Consultant, the Client and Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. The Parties agree that any actions under this Agreement will be brought in the appropriate court in the jurisdiction of the Governing Law, or elsewhere by mutual agreement. Nothing herein however prevents Consultant from any exercising statutory lien rights or remedies in accordance with legislation where the project site is located.

ASSIGNMENT: The Client shall not, without the prior written consent of Consultant, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

SEVERABILITY: If any term, condition or covenant of the Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the Agreement shall be binding on the Client and Consultant.

FORCE MAJEURE: Any default in the performance of this Agreement caused by any of the following events and without fault or negligence on the part of the defaulting party shall not constitute a breach of contract, labor strikes, riots, war, acts of governmental authorities, unusually severe weather conditions or other natural catastrophe, disease, epidemic or pandemic, or any other cause beyond the reasonable control or contemplation of either party. Nothing herein relieves the Client of its obligation to pay Consultant for services rendered.

COVID-19: The parties acknowledge the ongoing COVID-19 pandemic and agree that the fee and schedule in the proposal does not include any schedule or cost impact that may occur as a result thereof. To the extent that there are cost or schedule impacts resulting from the COVID-19 pandemic, Stantec shall be entitled to an equitable change order.

CONTRA PROFERENTEM: The parties agree that in the event this Agreement is subject to interpretation or construction by a third party, such third party shall not construe this Agreement or any part of it against either party as the drafter of this Agreement.

Exhibit C: Irri-Tech, LLC



June 26, 2020

Attn: David Newman
Mesa Design Group
2001 N. Lamar Street, Suite 100
Dallas, Texas 75202

PROPOSAL AND SCOPE OF WORK

Re: Colleyville Gateway
Colleyville, Texas

David,

IRRI*TECH, LLC is pleased to submit the following proposal for a landscape irrigation design for the above project. This proposal is based upon your office supplying us with files containing pertinent information necessary for IRRI*TECH, LLC to complete its work.

All work will be done using AutoCAD Release 2002 thru 2011. This proposal is based upon your office supplying us with site information including grading, site utilities, paving, curbs, walks, fence lines, walls, building footprints, site structures, landscape improvements such as planting beds, trees, seasonal color, etc. and any other permanent landscape elements.

Also required will be any text font settings including style, size of text, thickness and any other information necessary for text requirements. If any text fonts are required, and cannot be substituted, that font must be included on the disk(s) sent to IRRI*TECH, LLC. Unless arrangements are made otherwise prior to the start of this design work, we will use the ARCH.SHX font for our irrigation text. This font will be supplied to you upon request. Pen settings are required if applicable to the job. Otherwise, we will use IRRI*TECH, LLC standard pen settings.

IRRI*TECH, LLC will provide pdf files to your firm for final plotting. Please note that our price does not include any allowance for one final hard plot. If any of the information mentioned above is changed after the irrigation pdf files are sent to you, we will invoice our time as additional services.

Any reimbursable expenses (plotting, printing, shipping, delivery services, long distance telephone, etc.), will be invoiced at cost plus ten percent (10%).

Our fee does not include the general or technical portion of the specifications required for this project. As a part of our work, however, we will review your standard specifications and recommend any minor changes necessary.

Our fee includes designing the irrigation system per State Ordinance 1656 and the City of Colleyville requirements. Any additional city requirements will be considered additional services.

Our fee includes the review of the material catalog cut sheet submittals. Our review will determine whether or not the proposed material is the same as or equal to the material specified. We have allowed for a maximum of two reviews of the material submittals.

Our fee is based on watering the site from domestic water. If an alternate source of water such as well or lake water is required, we will invoice our time as additional services. All additional services will be invoiced on a time and material basis.

Our fee is based on specifying standard automatic controllers. If this project requires a central control system, we will invoice our time as additional services. All additional services will be invoiced on a time and material basis.

Our fee does not include any allowance for review of shop drawings. If shop drawings are submitted for approval, we will invoice our time as additional services. All additional services will be invoiced on a time and material basis.

Our fee does not include any allowance for meetings, onsite visits, or alternates. If any of these items are required during the design phase of this project, we will invoice our time as additional services. All additional services will be invoiced on a time and material basis.

Our fee does not include any allowance for construction administration. If any construction administration work is required during the installation phase of this project, we will invoice our time as additional services. All additional services will be invoiced on a time and material basis.

Our fee does not include any allowance LEED certification. If any LEED correspondence and design work is required for this project, we will invoice our time as additional services. All additional services will be invoiced on a time and material basis.

Our fee does not include any allowance for record drawings. If we are asked to perform the irrigation contractor measurements information in Autocad format, we will invoice our time as additional services. All additional services will be invoiced on a time and material basis.

Unless directed otherwise by your firm, IRRI*TECH, LLC will select the irrigation material and manufacturer we feel is most appropriate for this project. If your office or the owner has a specific product we are to use, this information must be furnished in writing to our office prior to the start of the design process. Any changes to the material after the design process begins may result in charges for additional services.

Once we have completed the "red line" review set of plans and we sent the final for construction document plans, we consider the project complete. Any changes, revisions or additions beyond normal "red line" review will be considered as additional services.

Our design fee for this project will be:

Pastoral Gateway Irrigation Design:	\$2,500.00
Main Street Gateway Irrigation Design:	\$1,100.00
Creekside Gateway Irrigation Design:	\$ 900.00
Specifications for three projects:	\$ 400.00
Pre/Post Bid/Pre-Con for three projects:	\$1,000.00
Six Site Visits in total for three projects:	\$2,300.00
Final Walk for three projects:	\$1,600.00
Total	\$9,800.00

Please note the above prices are based on all three projects being installed and inspected at the same time and not as individual projects.

Consultant assumes no responsibility for assuming that the actual installation of the irrigation system is in accordance with Consultants design. For instance, there are typically many differences between actual installation and the design due to many causes including variations between actual site conditions existing at the time of installation and what conditions are expected at time of presenting design. While the Consultant will notify the Landscape Architect and the Architect of any defective work or perceived issues the Consultant becomes aware of, Consultant is under no obligation and assumes no responsibility for the actual installation of the irrigation system including but not limited to any expression of assurance that the system is installed according to Consultant's design or the taking of any action by the Consultant to determine whether installation deficiencies, if any exist. Such matters are and remain the sole responsibility of the general contractor and the irrigation system installation sub-contractor.

Disclaimer: No other services are to be provided by Consultant. If any other services are to be provided by Consultant such services will be described in an additional Proposal and Scope of Work document. In the absence of such document then it is agreed explicitly that no other services other than those described in the original Proposal and Scope of Work are to be provided by Consultant.

Please indicate your acceptance of this proposal by affixing your signature in the space provided below and returning an executed copy to the office. Should you have any questions, or if we can be of further assistance, please do not hesitate to contact our office.

Sincerely,

Marvin W. Prestridge III

Marvin W. Prestridge, III
President

2020128

Authorized by

Title

Date

Irrigation in Texas is regulated by the Texas Commission of Environmental Quality (TCEQ), MC-178
P.O. Box 13087, Austin, Texas 78711-3087. TCEQ Website is: tceq.state.tx.us

IRRI*TECH of Texas, LLC DBA IRRI*TECH, LLC (IRRI-TECH)
Marvin Prestridge LI 846 Steve Heidman LI 5148

12650 Schroeder Road
Dallas, Texas 75243
972.231.5151

Exhibit D: ARJO Engineers Inc.



June 25, 2020

Mr. David Newman
Mesa Design Group
2001 North Lamar Street, Suite 100
Dallas, Texas 75202

**RE: COLLEYVILLE GATEWAY
COLLEYVILLE, TEXAS**

Dear David,

Thank you for your consideration of ARJO Engineers, Inc. to provide the electrical engineering services for the design of the electrical system for the Colleyville Gateway Project. It is our understanding that the project consists of providing new lighting fixtures and electrical circuits for tower lighting, landscape lighting, and irrigation at three locations as described in the email message we received from you on June 5, 2020 with attachments.

This proposal is based on the following:

1. We will provide the engineering design services for preparation of the construction documents (drawings and specifications) for the electrical systems for the project.
2. All three Gateway locations will designed at one time.
3. We will design the power, water supply, and drain connections for the fountain based on requirements to be provided by Mesa.
4. The lighting fixture types, locations, and specifications will be determined by Mesa. We will help with the voltage selection and other electrical requirements.
5. We will design the electrical circuits for the lighting fixtures including new services from the power company.
6. We will help coordinate with the City and the power company to determine the locations for the electrical service connections for the lighting fixtures.
7. Mesa will provide AutoCAD background files to us for our use in preparing the electrical documents.

8. We will provide one set of AutoCAD electronic drawing files at the completion of the Construction Document Phase of the project for the Contractor's use. We will provide additional or updated copies of the files if requested by the Contractor as a reimbursable cost item. We will ask the Contractor to sign a waiver of liability before we send the files.
9. We will review the Contractor's electrical shop drawings during the construction phase of the project.
10. We will prepare our portion of the design to provide reasonable energy efficiency and sustainability within the constraints of the project budget and in accordance with local codes. This proposal does not include any work related to LEED or other green initiative certification.

Our fee to provide the electrical engineering services will be as follows:

1. Base Fee:

a. Design Development:	\$ 4,500.00
b. Construction Documents:	5,800.00
c. Bidding:	600.00
d. Contract Administration:	<u>1,900.00</u>
Total:	\$12,800.00
2. If the existing traffic signal controllers are to be relocated, we will include the design of the changes to the electrical services to the controllers for an additional fee of \$1,800.00. This fee does not include changes to the control wiring and other wiring from the controllers to the signal devices. This work will be designed by the traffic signal designer or contractor.
3. The base fee shown above includes personnel time for trips to the jobsite for investigation of existing conditions, meetings, coordination, and final construction review as listed below. Each trip will include 1 person as needed for up to one half day. Expenses will be invoiced separately for reimbursement. Additional trips will be provided upon request at the hourly rates listed below per person plus expenses.

a. Design Development:	2 trips
b. Construction Documents:	1 trip
c. Contract Administration:	3 trips (includes punch list)

We anticipate that all meetings and jobsite visits will include all three locations.

4. Our personnel time for "Additional Service" items, as may be requested by the Owner or Mesa will be invoiced at our hourly rate schedule as follows:

a. Officer/Principal:	\$190.00
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- b. Senior Associate: \$150.00
- c. Project Manager: \$150.00
- d. Engineer: \$140.00
- e. Designer: \$130.00
- f. CAD/Design: \$ 95.00
- g. Administrative Staff: \$ 75.00

The above listed hourly rates will be in effect for a period of twelve months from the date of this proposal. After that time we reserve the right to make adjustments to reflect our rate schedules in effect at the time of the Additional Service request.

A partial list of items not included in this proposal is as follows:

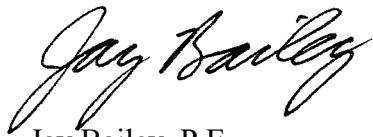
1. Any work related to renovations or other modifications to any portion of the existing buildings or other facilities on the site.
2. Additions, revisions, or upgrades to any street or parking lot lighting.
3. The design and layout for changes or additions to any utilities (water, sanitary sewer, storm sewer, natural gas, electric, telephone, cable television, etc.) other than the specific electrical services for the lighting within the scope of this project. Any required changes or additions to the utility systems will be designed by the utility companies or by other consultants employed by Mesa or the Owner.
4. The design, layout, or comparative analysis of multiple lighting systems to be used by the Owner in selecting the electrical systems for the Project. We will discuss various systems with the Owner and provide the design for the systems as selected by the Owner.
5. Electrical and lighting systems analysis, system modeling, and power consumption estimates for economic analysis, operation cost analysis, or life cycle cost analysis of the systems.
6. Preparation of construction cost estimates.
7. Travel expenses, including mileage, meals, parking, etc. These expenses will be reimbursed at our direct cost plus 10%.
8. Express mail, delivery service, printing, and plotting costs. These expenses will be reimbursed at our direct cost plus 10%.
9. "As-Built" Record Drawings for the Owner. Our Specifications will require the Contractors to provide Record Drawings for the Owner.
10. Personnel time for a field survey to determine the accuracy of the Contractor's "As-Built" drawings.

11. Hazardous material survey or the design for the removal or abatement of contaminated or hazardous materials discovered during the project.

This proposal is valid for 12 months from the date of this proposal.

We appreciate the opportunity to submit this proposal and look forward to working with you on the project. If you have any questions, please let me know.

Very truly yours,



Jay Bailey, P.E.
Principal
ARJO ENGINEERS, INC.

Approved _____

Title _____

MESA DESIGN GROUP

Date _____

Exhibit E: Bartlett Tree Experts



Client: 8112181

Printed on: 8/17/2021

Created on: 8/17/2021

Mesa Design Group
Attn: David Newman
2001 N Lamar St.
Suite 100
Dallas, TX 75202
E-Mail Address: dnewman@mesadesigngroup.com

Bartlett Tree Experts
Jacob Juszcak - Representative
11376 Kline Drive
Dallas, TX 75229
Fax Number: 972-620-2932
Business: 972-620-0073
E-Mail Address: jjuszcak@Bartlett.com

Property Address: Highway 26, Colleyville, TX 76034

The following program is recommended for certain trees and shrubs on your property. In addition to a thorough plant health care program, Bartlett Tree Experts recommends having a qualified arborist inspect your property periodically to assist you in identifying potential risks or hazardous conditions relating to your trees or shrubs. THIS IS NOT AN INVOICE.

: Consulting

Consultation

SCOPE OF WORK

Bartlett Tree Experts will provide arboricultural consulting services in the form of a Consultation for trees designated by the client located at Highway 26, Colleyville, TX 76034.

Bartlett Tree Expert's service will conclude upon delivery of the agreed upon final work product.

Client: 8112181

Printed on: 8/17/2021

Created on: 8/17/2021

- Specific Scope of Work:

The service will be conducted to assist the Client (and/or Owner) with its tree care needs. This service does not include a tree risk assessment. As such, no trees will be assessed for risk in accordance with industry standards, nor will there be any tree risk ratings or risk mitigation recommendations provided with the final deliverable(s). Data collection and inspection will generally occur within 30-60 days of receiving this signed proposal.

Perform ten construction monitoring site visits for trees detailed in landscape plans provided by MESA Design Group. Monitoring the demolition and construction activities adjacent to tree. Inspect trees in identified areas up to, but not exceeding, a quantity of 142 trees or completion of the specified area.

A deliverable(s) in the form of a written summary to document site and tree conditions and provide recommendations for any treatments needed after each monitoring event will be provided upon completion of each field inspection (not to exceed 10 site visits and reports).

The information from the tree inspection that will be included within the final deliverable(s) will include:

-Attributes collected for specific trees will be as follows:

- *Tree ID Number
- *Tree Botanical Name and Common Name
- *Condition Class (Good, Fair, Poor or Dead)
- *Observed Tree Defects
- *Observed Pests/Diseases
- *Observed available soil moisture
- *Monitor demolition and construction activities adjacent to tree
- *Provide oversight when construction activities are within the critical root zone
- *Inspect tree protection zone fencing and security
- *Maintain records of activity adjacent to trees, tree responses to impacts and treatments applied
- *Recommendations for any treatments needed after each monitoring event
- *Correspond with project team regarding tree preservation and maintenance
- *Confirm status and/or completion of recommendations

Bartlett Tree Expert's service will conclude upon delivery of the final written report after the last field inspection.

Amount: \$6,250.00

Total Amount: \$6,250.00

Additional Scope Specifications:

The specific tree(s) described in the Specific Scope of Work will be the only tree(s) on the property included in the service.

Bartlett Tree Experts can inventory trees that have ropes courses, zip lines, swings, tree houses, or any other life support system attached for several different attributes; however, Bartlett Tree Experts is unable to provide tree risk assessment information on such trees, nor is Bartlett Tree Experts able to determine whether the correct hardware has been used, the systems are attached to the trees correctly, or whether the trees can withstand the additional forces that are placed on the tree or trees from such systems or structures. Bartlett Tree Experts does not recommend that any hardware or structures, other than those recommended by and installed by qualified arborists to aid the tree in structural support or protections from lightning, be installed in or attached to any tree(s). Bartlett Tree Experts recommends removing, or discontinuing the use of, any such system or recreational structure until the Client hires or consults with an engineer/specialist that deals specifically with ropes courses, zip lines, swings, tree houses, or any other life support systems and how they attach to and impact trees to determine if the trees can handle the forces being placed on them.

In the event that Bartlett Tree Experts observes an immediate safety issue with a tree with any such device attached, such as the presence of a dead, dying, or broken limb that could fall and injure a person or damage property, Bartlett Tree Experts may make a recommendation to remove or prune such a limb or otherwise mitigate the obvious safety issue. However, the Client should not infer that following such a recommendation and mitigating the immediate safety issue makes the tree in question safe for the use of the attached device or feature.

By signing this proposal, the Client (and/or Owner) is confirming that they own the property, or have been given permission by the Owner to make management decisions concerning the trees on the said property, in which case, confirmation of this permission will be provided to Bartlett Tree Experts. If the Client does not own the property, it will be the responsibility of the Client to inform the Owner of any risks, safety hazards, conditions, or defects as they relate to trees identified in the final deliverables provided by Bartlett Tree Experts, and a copy of the final deliverables will be provided to the Owner.

A separate proposal will be submitted for all recommended work.

Condition of Proposal:

Prior to conducting the tree inventory, the Owner must recognize that evaluating a tree's attributes and condition class, is not an exact science. While many factors will be considered during such an inventory including the extent of any defects, the species of tree, the tree characteristics, and environmental conditions, the Owner must understand that all trees inherently pose a certain degree of hazard and risk from breakage, failure or other causes and conditions. The purpose of this inventory is to help the Owner understand the specified attributes of each tree or groups of trees selected at the time of the inventory, not to identify tree risk or failure potential, or to classify the potential for tree risk or failure in accordance with industry standards. While observed defects will be part of the overall condition rating, this inventory is not meant to declare any tree to be "safe" or unlikely to be hazardous. As such, the Owner should not infer that any tree not identified as having a condition class of poor or dead, or not having a tree and shrub work categorization of risk mitigation, or not having a tree and shrub work phase of asap, 1, or 2, is "safe" or will not fail in any manner.

All recorded attributes and reports made by Bartlett Tree Experts will be based on the conditions and defects which are present and detectable at the time of the inventory, and any future recommendations made by Bartlett Tree Experts, if requested by the Owner,

will be prepared in accordance with the commonly accepted industry practices for reducing or minimizing the risks associated with the trees. Bartlett Tree Experts can make no guarantees or warranties of any kind that all defects will be detected, nor can Bartlett Tree Experts accept any liability in any manner whatsoever for any damage caused by any tree on this property, whether the tree was inventoried and assessed or not. Therefore, to the fullest extent permitted by law, the Owner agrees to indemnify and hold harmless Bartlett Tree Experts, its agents or employees, from and against all claims, damages, losses, and expenses, including reasonable attorney's fees, arising out of or resulting from the performance of the inventory, assessment, evaluation, management plan service, and the performance of any recommended work. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this paragraph.

Need for Future Inspections:

It shall be the responsibility of the Owner to insure that future tree risk assessment inspections are conducted, by a qualified arborist, annually, or after any major weather event, in order to monitor and evaluate any changes in the condition of the risk associated with the trees on the aforementioned property.

CONDITION(S) OF PROPOSAL

The Client must inform Bartlett Tree Experts of any additional requirements, including all insurance requirements, such as requests for Certificates of Insurance, or specific terms and conditions, which may affect the pricing of this proposal and the work. In the event that additional requirements do affect the costs associated with performance, Bartlett Tree Experts reserves the right to reissue a new proposal with revised pricing for acceptance.

This proposal shall remain in effect for a period of 45 days.

Please review the information and the terms and conditions attached, which become part of the agreement, and sign and return one copy authorizing the program.

(Customer Signature)

(Date)

(Bartlett Representative - Jacob Juszczak)

8/17/2021

(Date)

* Sales tax added where applicable. Prices are guaranteed if accepted within thirty days.

All accounts are net payable upon receipt of invoice.

Work is done in accordance with ANSI A300 Tree Care Standards.

To access a certificate of liability insurance for Bartlett Tree Experts, please navigate to
<http://www.bartlett.com/BartlettCOL.pdf>

A Job Site Safety Analysis was completed for your property, please contact your arborist for further details.

General Terms Commercial

The F.A. Bartlett Tree Expert Company (“**Bartlett Tree Experts**”) provides tree-care and related services to commercial and government clients. The agreed upon “Work” has been expressed in a separate Client Agreement between Bartlett Tree Experts and the Client, and is identified within the portion of the Client Agreement communicating the Scope of Work, the Goals, the Specifications, the Schedule for the Work, and the Payment Terms. These general terms combine with the approved Client Agreement and form the complete agreement between the parties.

Article 1 TREE RISK

1.1 Tree Risk

- (a) The Client acknowledges that having trees on one’s property involves risk, including the risk that a tree or tree limb might fall. As part of the Work, Bartlett Tree Experts may recognize the risk posed by failure of trees within the scope of the Work and recommend to the Client ways to reduce that risk, but the Client acknowledges that Bartlett Tree Experts cannot detect all defects and other conditions that present the risk of tree failure and cannot predict how all trees will respond to future events and circumstances. Trees can fail unpredictably, even if no defects or other conditions are apparent. Bartlett Tree Experts will not be responsible for damages caused by subsequent failure of a tree, or tree part, within or around the scope of the Work due to defects or other preexisting structural or health conditions.
- (b) Unless the Work includes having Bartlett Tree Experts perform a tree risk assessment for designated trees, the Client acknowledges that in performing the Work Bartlett Tree Experts is not required to inspect and report to the Client on risks to, and risks posed by, trees on or near the Client’s property.
- (c) The Client also acknowledges that because trees are living organisms that change over time, the best protection against the risk associated with having trees on the Client’s property is for the Client to arrange to have them inspected by a qualified arborist annually and after each major weather event to identify any defects or other conditions that present the risk of tree failure. Then, once inspected, the Client should review any possible defects or conditions that present the risk of failure and request recommendations for, and implement, remedial actions to mitigate the risks.

Article 2 THE WORK

2.1 Ownership

The Client states that all trees and other vegetation within the scope of the Work are owned by the Client or that the owner has authorized the Client to include them within the scope of the Work.

2.2 Insurance

- (a) Bartlett Tree Experts states that it is insured for liability resulting from injury to persons or damage to property while performing the Work and that its employees are covered under workers’ compensation laws.
- (b) The scope of ongoing operations of the Work shall be defined as beginning when the performance on the site

begins and ending when the performance on the site concludes.

2.3 Compliance

- (a) Bartlett Tree Experts shall perform the Work competently and in compliance with the law and industry standards, including the American National Standards Institute’s A-300 Standards for tree care.
- (b) The Client is responsible for obtaining and paying for all required local permits.

2.4 Access over Roads, Driveways, and Walkways

- (a) The Client shall arrange for Bartlett Tree Experts’ representatives, vehicles, and equipment to have access during work hours to areas where the Work is to be performed. The Client shall keep roads, driveways, and walkways in those areas clear during work hours for the passage and parking of vehicles and equipment. Unless the Client Agreement states otherwise, Bartlett Tree Experts is not required to keep gates closed for animals or children.
- (b) The Client acknowledges that Bartlett Tree Experts is not responsible for damage to driveways, walkways, septic tanks, wells, underground irrigation, and other human-made surface or subsurface features caused by Bartlett Tree Experts trucks and equipment accessing, and being present in, areas where the Work is performed.

2.5 Access through a Dwelling or Building

If the Work requires access through the interior of the Client’s dwelling or the common interior areas of a multi residence or commercial building, the Client states that they have the authority to allow this access, or the owner has authorized the Client to allow this access in order for the Work to be completed as stated on the Client Agreement.

2.6 Concealed Features

- (a) The Client acknowledges that the Work could be delayed or made more expensive by the presence of features that are not apparent to Bartlett representatives (“**Concealed Features**”). Concealed Features could be above ground or underground and could be human-made (including irrigation systems, underground lighting, septic systems, pipes, oil tanks, utility lines, masonry, or concrete) or natural (including rocks and insect nests). The Client states that it has notified Bartlett Tree Experts of all Concealed Features that it is aware of in those areas where the Work is to be performed.
- (b) Bartlett Tree Experts will not be liable for damage to Concealed Features that the Client does not notify Bartlett of in writing.

General Terms Commercial

- (c) If Concealed Features prevent the Work from continuing, the Client agrees to pay Bartlett Tree Experts for the all portions of the Work completed up until the time the concealed features became apparent and delayed or prevented the Work from continuing. The Client also agrees that in the event that the Concealed Features prevent any further Work from proceeding, or significantly alter the costs of the remainder of the Work within the Agreement, then the remainder of the Agreement between the Client and Bartlett Tree Experts will be considered nullified, with neither party having any further obligations to the other, and a new written agreement will be formed prior to any further Work being performed.

2.7 Potential Harm to Animals

The Client acknowledges that pets and other animals might be harmed if they swallow tree debris, such as sawdust, leaves, or branches, created during performance of the Work. Bartlett Tree Experts cleans up sawdust and other debris it creates in working on a tree, but it is unrealistic to expect that it will dispose of every piece of sawdust or debris. The client is responsible for ensuring that pets and other animals are kept from any area where debris created during the Work is present until such time as exposure of any remaining debris to the elements has sufficiently reduced the risk of harm to animals.

2.8 Weather-Event Damage

The Client acknowledges that because remediating weather-event damage might result in further damage to a structure, property, or landscaping feature already damaged in that weather event regardless of the care taken, Bartlett Tree Experts will not be responsible for any such further damage to any structure, property or landscaping feature when remediating or removing trees or tree parts that have fallen on structures, patios, decks, fences, driveways, or hardscapes are part of the Work.

2.9 Cables, Braces and Tree-Support Systems

- (a) The Client acknowledges that cables, braces or tree support systems are intended to reduce the risk associated with tree part breakage by providing supplemental support to certain areas within trees and in some cases by limiting the movement of leaders, limbs, or entire trees, and are intended to mitigate the potential damage associated with tree part breakage; but that such supplemental support systems cannot eliminate the risk of breakage or failure to trees or tree parts entirely, and future breakage and damage is still possible.
- (b) The Client acknowledges that for cables, braces or tree-support systems to function optimally, the Client must arrange for them to be inspected and maintained by a qualified arborist periodically and after each major weather event.

2.10 Lightning Protection Systems

- (a) The Client acknowledges that lightning protection systems are intended to direct a portion of the electricity from a lightning strike down through the system into the ground, and mitigate the potential damage to the tree from a

lightning strike, but that such systems cannot prevent damage to structures, nor can such systems prevent damage to trees caused by lightning entirely.

- (b) The Client acknowledges that for lightning protection systems to function optimally, the Client must arrange for them to be inspected and maintained by a qualified arborist periodically and after each major weather event.

2.11 Recreational Features

- (a) The Client acknowledges that Bartlett Tree Experts recommends stopping the use of, and removing, any tree house, ropes course, swing, or other recreational feature attached to a tree. Regardless of the health or condition of the tree, such features might be unsuited for the intended use or might place unpredictable forces on the feature or the tree, resulting in failure of the feature or the tree and injury to persons or damage to property. Bartlett Tree Experts is not responsible for the consequences of use of any such feature.
- (b) The Client acknowledges that if a recommendation is made to mitigate an observed and immediate safety issue on a tree with any such device or feature attached, such as the removal of a dead, dying, or broken limb that could fall and injure a person or damage property, the Client should not infer that following the recommendation and mitigating the immediate safety issue makes the tree in question safe for the use of the attached device or feature.

2.12 Tree Removal and Pruning

- (a) The Client acknowledges that in removing or cutting down a tree as part of the Work, Bartlett Tree Experts will cut the tree approximately 12 inches from the ground. The Client understands that any remaining stump may present a tripping hazard, and the Client should mark the area if necessary. Removing or grinding stumps is not included as part of tree removal unless stated in the Client Agreement.
- (b) If pruning tree limbs or shrubs is part of the Work, Bartlett Tree Experts will develop specifications to help meet the present goals of the Client, in accordance with industry standards. Trees and shrubs will typically require follow up pruning at various intervals to maintain a Client's goals. Based on those goals; and the species, size, location, health, and growth pattern of the tree(s) or shrub(s) which are pruned, the Client should conduct routine monitoring of each tree or shrub and communicate the need for future pruning to a qualified arborist in order to maintain the established or desired plant form or objectives.

2.13 Trees Infested with Emerald Ash Borer

- (a) The Client acknowledges that Ash trees or other trees infested with emerald ash borer can become extremely brittle and dangerous within a short period of the infestation, and the conditions of such trees could adversely change between the time a proposal to work on such a tree was written, and the time that the work is scheduled for completion.
- (b) The Client understands that if any tree or trees infested with emerald ash borer have become too dangerous to access,

General Terms Commercial

- climb, prune, or rig from without risking injury or damage to the Client's property, then that portion of the proposal will be considered nullified, with neither Bartlett Tree Experts nor the Client owing anything to the other for that portion of the Work, and a new proposal will need to be written and agreed upon before any work can proceed on any such infested tree.
- 2.14 Tree Care Maintenance or Recurring Programs**
- (a) If the Client Agreement is for ongoing tree care or landscape maintenance or for a recurring maintenance or plant health care program for trees, plants or turf areas, the Client acknowledges that the purpose of this type of agreement is to maintain tree, shrub, or turf health and beauty.
 - (b) The Client understands that any inspections that may be conducted during any such ongoing tree care, landscape maintenance, or recurring maintenance or plant health care type contracts are for the purpose of evaluating plant health, and determining any appropriate treatment recommendations according to the client's tree, shrub or turf health needs, and are not meant to be a safety inspections, or tree risk assessments.
 - (c) The Client also understands that in no way does Bartlett Tree Experts imply nor should the Client infer that Bartlett Tree Experts assumes the responsibility for inspecting, identifying, or correcting hazards or safety issues on or near the Client's property, or conducting tree risk assessments during the course of any of its ongoing tree care, landscape maintenance, or reoccurring maintenance contracts.
- 2.15 Stump Grinding**
- (a) If the Work includes stump-grinding services, the Client acknowledges that grinding will take place well below ground level, and the Client understands that the stump grinding area might present a tripping hazard, and the Client should mark the area if necessary until the Client removes the stump grinding debris and fills the stump grinding holes with soil to grade.
 - (b) Unless the Client Agreement states otherwise, Bartlett Tree Experts is not required to remove stump-grinding debris filling stump-grinding holes, or fill stump grinding holes to grade with soil.
 - (c) If tree grates or metal grates or other man made protective features existed prior to the stump removal, it is the Client's responsibility to ensure that the grates or manmade features are re-installed correctly after the stump removal and do not pose a tripping hazard.
- 2.16 Root Pruning**
- In the right circumstances, root pruning is a valuable and necessary service, but it might pose a risk to the health and structural integrity of trees. To limit that risk, Bartlett Tree Experts performs root pruning to industry standards, but the Client acknowledges that the health and structural integrity of trees within the scope of the Work might nevertheless be adversely affected by any root pruning performed as part of the Work. Bartlett Tree Experts shall assist the Client in understanding the risks involved before opting for root pruning, but the Client will be responsible for deciding to proceed with root pruning.
- 2.17 Tree Risk Assessments and Inventories**
- (a) If the Client Agreement is specifically for Bartlett Tree Experts to provide a level I, II, or III Tree Risk Assessment for any tree or group of trees to the Client in accordance with industry standards, the Client understands that any risk ratings and recommendations for mitigating such risks will be based on the observed defects, conditions, and factors at the time of the tree risk assessment or inventory,
 - (b) The Client acknowledges that any recommendations made to mitigate risk factors or manage tree populations will be made in accordance with industry best practices and standards, but that the decision to implement the recommended mitigation practices, remove the risk factors, or manage the trees rests solely with the client.
 - (c) The Client understands that all risk ratings used are intended to assist the Client with understanding the potential for tree or tree part failure, and are not meant to be used to declare any tree or tree part to be safe or free from any defect. As such, the Client should not infer that any tree or trees not having a condition class of poor or dead, or not showing a potential failure to be likely or imminent, are "safe" or will not fail in any manner.
 - (d) The Client understands that it is the Client's responsibility to ensure that the assessed tree or trees are continually inspected and reassessed periodically, or after any major weather event, in order to ensure that risk rating information or any other information is kept current, and to enter any changes to risk ratings or mitigation measures to the inventory or tracking system used by the Client.
- 2.18 Client Trees in Hazardous Condition**
- If the Client Agreement specifies that one or more trees within the scope of the Work are in hazardous condition, are high or moderate risk, or should be removed for safety reasons, the Client acknowledges that removing those trees would prevent future damage from trees or tree limbs falling. If the Client requests that one or more of those trees be pruned instead of removed, the Client acknowledges that although pruning might reduce the immediate risk of limbs falling, it does not preclude the possibility of future limb, stem, or root failure. Bartlett Tree Experts is not responsible for any such future failure.
- 2.19 Plant Health Care or Soil Care and Fertilization Treatments**
- (a) Bartlett Tree Experts states that plant health care and/or soil care and fertilization treatments will be conducted in accordance with industry standards for such services.
 - (b) The Client acknowledges that if the Client Agreement requires markers or notification signs to be left on the property, then the signs must be left in place for twenty-four hours or however long is stated on the Client Agreement, whichever is longer. At the end of the prescribed period, it

General Terms Commercial

- will be the Client's responsibility to remove and dispose of the signs.
- (c) Bartlett Tree Experts will provide the Client with copies of all pertinent product label or safety data sheet information upon request.
 - (d) The Client acknowledges that plant health care treatments are intended to mitigate pest levels to an acceptable degree, and are not intended to eradicate or eliminate any insect, disease, or other pest entirely.
 - (e) The Client acknowledges that soil care and fertilization treatments may not have the intended effect if drought conditions or lack of irrigation prevent the tree, shrub, or turf area from receiving adequate water throughout the growing season.
- 2.20 Schedule of Plant Health Care or Soil Care and Fertilization Treatments**
- (a) Bartlett Tree Experts will schedule all treatments for the appropriate period, given the type of plant, pest, infestation levels, weather patterns, the objectives, and other environmental considerations.
 - (b) If the Client has requested a specific date within that period for the Client's plant health care treatment, the date will be placed on the agreement. If Bartlett Tree Experts is unable to perform the services on the agreed upon date, due to weather conditions, or other unforeseeable delays, Bartlett Tree Experts will reschedule the treatment for a date agreeable to the Client.
 - (c) If weather conditions or other unforeseen conditions prevent or delay treatment during periods specified in the Client Agreement, and the Client has not requested a specific date, then Bartlett Tree Experts will automatically reschedule the treatments for the next most appropriate period and notify the Client.
- 2.21 Integrated Pest Management**
- (a) If the Work includes integrated pest management services, the Client understands that this service will involve plant health care treatments which will be tailored to meet the Client's needs for specific trees, shrubs, turf areas, or plants. In delivering this service, Bartlett Tree Experts will consider the Client's objectives, priorities, budgetary concerns, plant materials, site conditions, pest and disease infestation levels and the expectations of those levels, and timing issues.
 - (b) The Client acknowledges that this service may involve one or more inspections of specific plants to help determine insect and disease concerns, the sampling of specific plant materials or soil areas, an understanding of the cultural needs of certain plants, consideration of biological control concepts and limitations (natural and/or introduced predators), recommended improvements to physical site conditions, or the use of pesticide treatments. The integrated pest management service does not combine all possible controls and concepts for every tree, shrub, turf area, or plant, but rather it considers the most reasonable option or options for control of and mitigation of insect and
- disease damages to the specific trees, shrubs, turf areas or plants as designated by the Client to meet the Client's goals.
- (c) The Client also understands and acknowledges that during the course of an integrated pest management program, as inspections are taking place, and treatments or other services are being performed to certain trees or shrubs, not every tree or shrub inspected will require a specific treatment or other service, and in fact, some trees or shrubs may not require any specific treatment or other service throughout the course of a season to maintain health and vigor if the inspections show insignificant pest thresholds, and sound environmental and cultural conditions.
 - (d) The Client also understands that tree, shrub, plant and turf inspections conducted during the integrated pest management program are for the purpose of determining plant health issues and, insect and disease thresholds; and are not conducted for the purposes of determining tree, shrub, plant, or turf safety.
- 2.22 Trees in Poor Health or a Severe State of Decline**
- The Client acknowledges that if a tree is in poor health or in a severe state of decline, Bartlett Tree Experts cannot predict how that tree will respond to any recommended plant health care or soil care and fertilization treatment and might not be able to prevent that tree from getting worse or dying.
- 2.23 Fruit-Reduction Treatment**
- If fruit-reduction (including olive-reduction) treatment forms part of the Work, the Client acknowledges that although Bartlett Tree Experts will take steps to minimize the extent to which the pesticide used in this treatment comes into contact with plants under or near the treated trees or shrubs, it is likely that some contact will occur and might damage or kill understory plants. Bartlett Tree Experts will not be liable for any such damage.
- 2.24 Fruit Tree or Crop Treatment**
- If the Work includes plant health care treatments to mitigate pest damage to fruit trees or other crops, the Client will be responsible for instructing Bartlett Tree Experts which fruit trees or other crops to treat. The Client acknowledges that no such treatments can eliminate pests entirely and such treatments might not increase crop yield or value and might not prevent the plants in question from dying.
- 2.25 Tick, Mosquito, or Biting Fly Treatment**
- The Client acknowledges that if the Client Agreement specifies a treatment program to mitigate the presence of ticks, mosquitos, or biting flies, such treatment can only lower pest thresholds, and cannot eliminate the pests or prevent such pests from biting, stinging, or entering the treated area.
- 2.26 Termite or Wood Destroying Organism Treatment**
- (a) The Client acknowledges that if the Client Agreement specifies a treatment program to mitigate Formosan termites or any other wood destroying organism from any

General Terms Commercial

tree or trees, that the treatment cannot provide protection against any present or future damage to any structure or structures on the property, nor can it reverse any damage already caused to any such structure or structures on the property.

- (b) If Formosan termites or other wood destroying organisms are present on the property, Bartlett Tree Experts recommends that the Client has a qualified structural home inspector inspect the structure or structures for the presence of any termites or wood decaying organisms, as well as any damage, and provide the Client with an appropriate recommendation and report to treat, mitigate or repair the damage.

2.27 Plant Nursery Services

If the Work includes treatment to mitigate pest damage to nursery trees or plants, the Client will be responsible for instructing Bartlett Tree Experts which trees or plants to treat. The Client acknowledges that no such treatments can eliminate pests entirely and such treatments might not increase the value of nursery plants and might not prevent the trees or plants in question from dying.

2.28 Trees Planted and Maintained by Other Contractors

The Client acknowledges that if trees within the scope of the Work were recently planted or are being maintained by one or more other contractors or if one or more other contractors will be watering and providing services with respect to trees within the scope of the Work, how those trees respond to treatment in the course of the Work might be unpredictable, and Bartlett Tree Experts cannot be responsible for the health of such trees or plants.

2.29 Trees with Cones and Large Seed Pods

The Client acknowledges that large tree cones or seedpods on some trees can become dislodged and fall without notice, creating a hazard to persons or property. If the Client has the type of tree on their property that produces large, heavy cones or seedpods, and the Client does not wish to remove the tree, Bartlett Tree Experts recommends that the Client marks off and restricts the area under and near the tree from pedestrian and vehicle traffic whenever possible, places a warning sign near the tree, remains aware of the hazardous conditions the falling cones can create, and inspects the tree annually and removes any observable cones if possible in order to mitigate the potential for damage from falling cones.

2.30 Snow Removal

- (a) If snow removal forms part of the Work, the Client acknowledges that the condition of snow and ice on a roof or other structure will vary based on the rate at which snow accumulates, how it is distributed, and the weather it has been exposed to. In removing snow, Bartlett Tree Experts aims to reduce the weight of snow and ice, not remove it entirely. The Client acknowledges that in most cases, existing snow will only be removed down to within a few inches of the roof surface or the ice covering the roof surface, as the case may be, and that any remaining snow and ice might still cause damage.

- (b) Bartlett Tree Experts will not be responsible for damage done during snow removal as a result of Concealed Features that the Client does not notify Bartlett of.

- (c) The Client acknowledges that because removing snow from a structure or landscaping feature that has already been damaged might result in further damage regardless of the care taken by Bartlett Tree Experts, Bartlett will not be responsible for any further damage to a previously-damaged structure or landscaping feature from which Bartlett Tree Experts removes snow as part of the Work.

2.31 Installing Lights

If installing lights and other lighting equipment forms part of the Work, the Client is responsible for providing the lighting equipment and instructing Bartlett Tree Experts where to install it. Bartlett Tree Experts is not responsible for performance and safety of the lighting equipment. The Client is responsible for retaining a licensed electrician to inspect the lighting equipment to check that it is in working order, is safe, and complies with the relevant codes. Bartlett Tree Experts is not responsible for damage done during installation and removal of lighting equipment to any structures (including gutters, decking, and patios), landscaping features (including trees and plants).

2.32 Tarpaulins

The Client acknowledges that if as part of the Work Bartlett Tree Experts places a tarpaulin, or touches a tarpaulin, over a damaged structure, that might not prevent further damage to the structure and its contents, and the tarpaulin might not stay secure during subsequent weather events, even if it is competently secured. Bartlett Tree Experts is not responsible for damage to a structure and its contents that occurs after Bartlett Tree Experts places or adjusts a tarpaulin over the structure. The Client acknowledges that if a structure experiences damage that requires placement of a tarpaulin, the Client should promptly contact an appropriate roofing or water-restoration contractor to assess any damage and conduct any needed repairs.

2.33 Fire Damage

- (a) Regardless of the species, trees exposed to fire can suffer structural damage that goes beyond whatever external damage might be visible. Fire can cause cracking and brittleness in tree structure and integrity; it can make preexisting defects worse; it can make roots less stable; and it can weaken the overall health of the tree, making it susceptible to disease and pest infestations. The effects of fire damage are unpredictable and difficult to determine. Bartlett Tree Experts is not responsible for any injury to persons or damage to property resulting from services performed on fire-damaged trees as part of the Work.
- (b) The Client acknowledges that if trees and shrubs on the Client's property have been exposed to fire, the Client should have qualified arborist periodically inspect trees and shrubs on the property for fire damage.

General Terms Commercial

2.34 Cancellation

If the Client cancels or reduces the Work after the Work has started, the Client shall pay Bartlett for all the items of the Work that have been completed and all reasonable costs Bartlett has incurred in preparing to perform the remainder of the Work.

2.35 Payment

The Client shall pay for the Work when the Client receives Bartlett Tree Experts' invoice for the Work. If any amount remains unpaid 30 days after the date of the invoice or any period stated in the Client Agreement, whichever is longer, as a service charge the unpaid amount will accrue interest at the rate of 1.5% per month (or 18% per year) or the maximum rate permitted by law, whichever is lower. The Client shall reimburse Bartlett for any expenses (including attorneys' fees and court costs) it incurs in collecting amounts that the Client owes under the Client Agreement.

Article 3 DISPUTE RESOLUTION

3.1 Arbitration

- (a) As the exclusive means of initiating adversarial proceedings to resolve any dispute arising out of or related to the Client Agreement or Bartlett Tree Experts' performance of the Work, a party may demand that the dispute be resolved by arbitration administered by the American Arbitration Association in accordance with its commercial arbitration rules, and each party hereby consents to any such dispute being so resolved. Any arbitration commenced in accordance with this section must be conducted by one arbitrator. Judgment on any award rendered in any such arbitration may be entered in any court having jurisdiction. The parties also agree that the issue of whether any such dispute is arbitrable will be decided by an arbitrator, not a court.
- (b) The arbitrator must not award punitive damages in excess of compensatory damages. Each party hereby waives any right to recover any such damages in any arbitration.

3.2 Limitation of Liability

The maximum liability of Bartlett for any losses incurred by the Client arising out of the Client Agreement or Bartlett's performance of the Work will be the amount paid by the Client for the Work, except in the case of negligence or intentional misconduct by Bartlett.

Article 4 MISCELLANEOUS

4.1 Client Responsibilities

- (a) The Client is responsible for the maintenance of the client's trees, shrubs, and turf and for all decisions as to whether or not to prune, remove, or conduct other types of tree work on each respective tree, or when to prune, remove, or conduct other tree work on any respective tree, and all

decisions related to the safety of each respective tree, shrub, and turf area.

- (b) Nothing in this Agreement creates an ongoing duty of care for Bartlett Tree Experts to provide safety maintenance or safety inspections in and around the client's property. It is the responsibility of the client to ensure the safety of its trees and landscape, and to take appropriate actions to prevent any future tree or tree part breakage or failures, or otherwise remove any hazardous conditions which may be present or may develop in the future.

4.2 Unrelated Court Proceedings

The Client acknowledges that Bartlett Tree Experts has prepared the Client Agreement solely to help the Client understand the scope of the Work and the related costs. If a court subpoenas Bartlett Tree Experts' records regarding, or requires that a Bartlett representative testify about, the Client Agreement or the Work in connection with any Proceeding to which Bartlett Tree Experts is not a party or in connection with which Bartlett Tree Experts has not agreed to provide expert testimony, the Client shall pay Bartlett Tree Experts Two Hundred dollars (\$200.00) per hour for time spent by Bartlett representatives in collecting and submitting documents for those Proceedings and attending depositions or testifying as part of those Proceedings.

4.3 Notices

For a notice or other communication under the Client Agreement to be valid, it must be in writing and delivered (1) by hand, (2) by a national transportation company (with all fees prepaid), or (3) by email. If a notice or other communication addressed to a party is received after 5:00 p.m. on a business day at the location specified for that party, or on a day that is not a business day, then the notice will be deemed received at 9:00 a.m. on the next business day.

4.4 Amendment; Waiver

No amendment of the Client Agreement will be effective unless it is in writing and signed by the parties. No waiver under the Client Agreement will be effective unless it is in writing and signed by the party granting the waiver. A waiver granted on one occasion will not operate as a waiver on other occasions.

4.5 Conflicting Terms

If these terms conflict with the rest of the Client Agreement, the rest of the Client Agreement will prevail. If these terms conflict with any other client documentation, terms, or purchase order agreement, then the Client Agreement and these terms will prevail.

4.6 Entire Agreement

The Client Agreement with these terms constitutes the entire understanding between the parties regarding Bartlett Tree Experts' performance of the Work and supersedes all other agreements, whether written or oral, between the parties.





City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 4e

Agenda Date 9/21/2021

Number Resolution R-21-4651

Type Resolution

Department Engineering

Title

Approval of a five-year term service agreement with Trane Service Group, utilizing OMNIA Partners, to provide for the inspection, maintenance, and repair of the HVAC system at City Hall and the Public Library, in an amount not to exceed \$83,724.00, and authorize the City Manager to execute the agreement

Strategic Plan

5.3 Provide attractive facilities for leisure and recreation

Explanation

Reading and Public Hearing

As part of the building services preventative maintenance program, the HVAC units servicing the City Hall and Library complex have been covered under a preventative maintenance plan. Preventive maintenance extends the useful life of building systems through regularly scheduled inspections, adjustments, lubrication, testing, and replacements. The HVAC units covered by the proposed maintenance contract were installed in 2021 and have a life expectancy of 15 to 20 years.

The scope of services outlined in the attached service agreement provides for an annual comprehensive inspection, three run inspections, filter change-outs, and semi-annual condenser coil cleaning for the HVAC units servicing the City Hall and Library complex. Trane Service Group assumes responsibility for all costs related to the inspection and repair of the systems, including parts, materials, labor, emergency service calls under two hours, and a preferential rate on any work outside of the scope of this agreement. By initiating a Trane Select Service Agreement, the City can accurately budget repairs to maintain peak performance of the system and minimize unplanned down time and unexpected expense. Regular maintenance can save an estimated 12-18% of the budget compared to a run-to-fail approach.

The Trane Service Group contract is offered through OMNIA Partners, the largest and most trusted cooperative purchasing organization for public sector procurement. OMNIA brought together the nation's two leading cooperative purchasing organizations – National IPA and U.S. Communities – under one roof to form OMNIA Partners, Public Sector. The collective buying power of these unified purchasing cooperatives delivers superior value and savings for public agencies nationwide. All cooperative purchasing agreements offered have been awarded via a thorough Request for Proposal (RFP)

competitive solicitation process. Third party audits on contracts ensure program pricing commitments are met, with benchmark analyses against other suppliers and retailers to guarantee participants the best overall value. As a member, there are no costs or fees for the City to participate.

On September 6, 2016, City Council, through Resolution R-16-4029, approved a five-year service agreement with Trane Service Group. This agreement expires on September 30, 2021. Trane has provided outstanding service, responding same day to emergency situations, and prioritizing repairs for immediate resolution. The contract price of \$83,724.00 is allocated on an annual basis as identified in the table below. The initial annual cost of \$15,312.00 has been allocated in the proposed FY2022 Building Services budget.

Contract Year	Annual Amount
Year 1	\$15,312.00
Year 2	\$15,996.00
Year 3	\$16,716.00
Year 4	\$17,460.00
Year 5	\$18,240.00
TOTAL	\$83,724.00

Financial Impact

Funding in the amount of \$15,312 has been allocated in the proposed FY 2022 Building Services budget, Account 001-5710-6285.

Recommendation

Approve

Attachments

1. 4e- CH and Library Trane Agreement
2. TRANE City Hall and Library FY22-26 Contract

4e. City Hall/Library Trane Maintenance Agreement



Approval of a five year term service agreement with Trane Service Group, utilizing the OMNIA Partners Purchasing Cooperative, to provide for the inspection, maintenance, and repair of the HVAC system at City Hall and the Public Library complex in an amount not to exceed \$83,724.00, and authorizing the City Manager to execute the agreement



The contract price of \$83,724.00 is allocated on an annual basis as identified in the table below:

Contract Year	Annual Amount
Year 1	\$15,312.00
Year 2	\$15,996.00
Year 3	\$16,716.00
Year 4	\$17,460.00
Year 5	\$18,240.00
TOTAL	\$83,724.00

The initial annual cost of \$15,312.00 equates to a 47% decrease from the 2021 rate. This is due to the units being replaced. The annual cost increases 4% each subsequent year for the length of the agreement.



We are pleased to offer you this proposal for performance of the following services for the Equipment listed. Services will be performed using Trane's Exclusive Service Procedure to ensure you get full benefit of our extensive service experience, coupled with the distinct technical expertise of an HVAC Equipment manufacturing leader. Our innovative procedure is environmentally and safety conscious, and aligns expectation of work scope while providing efficient and productive delivery of services.

It is also an exciting opportunity to present this proposal in the form Trane and City of Colleyville Partnership of U.S. Communities.

We respectfully submit this proposal under the following U.S. Communities contract numbers and look forward to the continued partnership with City of Colleyville.:

Cooperative Quote Number: 02-10077-21-004

Cooperative Quote Contract Number: USC-15-JLP-023

The advantage of U.S. Communities to owners is to avoid the time and expense of going through the competitive process for each individual participating entity. Writing specifications, evaluating bids, considering value engineering, and dealing with the frustrations of low cost manufacturers that do not perform can be a costly use their time. U.S. Communities allows them to select a manufacturer and utilize competitively bid pricing to make a true life cycle decision and quickly move to procurement. U.S. Communities is currently processing orders from over 67,000 participating entities.

Each solicitation contains language that advises all suppliers that the contract may be used by other government agencies throughout the United States. The Association of School Business Officials are a founder of U.S. Communities: <http://www.uscommunities.org/about/founders-and-state-sponsors/> . Here is the Texas state statute that endorses cooperative procurement: <http://www.uscommunities.org/resources/state-statutes/tx/> Here is a link to Trane's due diligence documents within U.S. Communities :

<http://www.uscommunities.org/suppliers/trane/trane-contract/> This language is based on the lead jurisdiction "Joint Powers Authority" or "Cooperative Procurement Authority." Each solicitation is publicly advertised and includes specific notice and instruction that includes a deadline of when responses will be received. Trane's contract includes three main components including OEM Trane equipment, ancillary supporting equipment and materials, and labor. The labor is supplied by a specific labor rate per category and the volume of hours is governed by RS Means. There is also a labor coefficient specific to your area to adjust the labor to a competitive level. Also, when the labor portion of a cooperative procurement solution is compared to a traditional bid or RFP process, there are inherent additional savings including reduced general contractor mark up, reduced project schedule, and better service to the owner with one point of contact being Trane. We also have a 3rd party letter of compliance we can supply to validate Trane's compliance with the U.S. Communities contract and your specific state statute.

The owner is not required to bid the labor again on the specific job, since Trane has already bid the labor nationally. The process is:

- Open—to everyone, no preference
- Fair—evaluated based on pre-determined criteria that can be found in the solicitation packet, with uniform specifications to prevent favoritism or preference.
- Transparent—all due diligence documents can be found on the U.S. Community website and are easily accessible to verify our compliance.

In summary, the purpose of U.S. Communities is to:

- Provide state government entities opportunities for greater efficiency and economy in acquiring goods and services.
- Take advantage of state-of-the-art purchasing procedures to insure the most competitive contracts.
- Provide competitive price solicitation and bulk purchasing for multiple government entities that yields economic benefits unobtainable by individual entities.
- Provide quick and efficient delivery of goods and services by contracting with "high performance" vendors.
- Equalize purchasing power for smaller entities that are not able to command the best contracts for themselves.
- Maintain credibility and confidence in business procedures by maintaining open competition for purchases and by complying with purchasing laws and ethical business practices.
- Assist entities in maintaining the essential controls for budget and accounting purposes.



SCHEDULED SERVICE AGREEMENT

Trane Office

Trane U.S. Inc. dba Trane
4200 N. Sylvania Avenue
Fort Worth, Texas 76137-6603

Trane Representative

Kevin Rucker

Office: (817) 838-1300

Proposal ID

3104126

Service Contract Number

144119R4

**Contact Telephone Number for
Service**

(817) 838-1300

**Quote Number / Co-op Contract
Number**

02-10077-21-004/USC 15-JLP-023

Company Name

Colleyville City of
100 Main Street
Colleyville , Texas 76034 U.S.A.
Jaime Gutierrez

Site Address:

Colleyville City Hall & Library
100 Main Street
Colleyville , Texas 76034
United States

September 7, 2021



EXECUTIVE SUMMARY

This **Scheduled Service Agreement** from Trane offers an exclusive approach to planned maintenance: It is grounded in worldwide expertise. Delivered locally by our own factory trained technicians. And provided according to *your* needs.

Under this service agreement, you will hand off the responsibilities for planning, scheduling and managing routine maintenance to Trane. You will have a team of true professionals keeping your HVAC equipment running efficiently and reliably.

As an HVAC service provider, Trane offers many advantages:

- Confidence that your HVAC equipment is being cared for according to OEM best practices for both frequency and procedures
- Advanced diagnostic technologies, allowing our technicians to analyze system performance more comprehensively, so they can identify and correct a broader set of conditions

Protect your bottom line. Proper maintenance can save an estimated 12 to 18 percent of your budget compared to a run-to-fail approach. This service agreement will help you capture those savings. (*FEMP*) O&M Guide 2010

ADDITIONAL SUPPORT

Trane offers a wide range of maintenance and repair services beyond the scope of this service agreement. Ask your Trane representative for details.

FOCUSED ON BETTER BUILDINGS

When it comes to service effectiveness, experience matters. No other provider has more experience than Trane.

- 100+ years of system and equipment experience
- 35+ years in building automation systems (BAS)
- 20+ years in energy services

ENVIRONMENTAL PRACTICES

Trane procedures for handling refrigerant are compliant with federal and state regulations.

CONSISTENT PROCESSES

All Trane technicians follow documented processes ensuring uniform service delivery.

SAFETY

Trane incident rates (OSHA) are consistently 50 to 70 percent below industry averages.

ASSIGNED TEAM

You will have a consistent group of Trane employees dedicated to your account.



SCOPE OF SERVICES — STANDARD INCLUSIONS

ANY HVAC SYSTEM IS ONLY AS STRONG AS ITS INDIVIDUAL MECHANICAL COMPONENTS

This service agreement with Trane protects and enhances full system functionality by ensuring that components are well maintained and functioning to OEM standards. And it is tailored to your needs. The following are the standard inclusions of your service agreement:

TRANE SCHEDULED MAINTENANCE

Factory authorized Trane service technicians perform all periodic maintenance, following OEM standards, to keep HVAC and BAS equipment running optimally and prevent unplanned downtime. Trane assumes all responsibilities for planning, scheduling and managing routine maintenance on Trane HVAC equipment and other brands.

Advantages:

- Trust one assigned maintenance team for all HVAC equipment brands
- Receive consistent service outcomes through proprietary Six Sigma maintenance procedures
- Save money compared to ad-hoc service calls

Implementation:

- Technician visits are scheduled in advance
- Service is completed during normal business hours
- Basic supplies, such as grease, cleaning solvents and wiping cloths, are included in the annual fee





REFRIGERANT MANAGEMENT

US Environmental Protection Agency (EPA) has placed in effect more stringent regulations on refrigerant management and reporting in 2017. Section 608 of the Clean Air Act prohibits the knowing release of refrigerant during the maintenance, service, repair, or disposal of air-conditioning and refrigeration equipment. The EPA requires proper refrigerant management practices by owners and operators of refrigeration and air-conditioning systems, all servicing technicians and others. ***The Clean Air Act requires owners to maintain records of refrigerant usage and leak rates for each air-conditioning or refrigeration appliance with refrigerant charge greater than 50 lbs. and for disposal of units between 5 and 50 lbs. of refrigerant. These records must be maintained for 3 years and be directly accessible if audited by the EPA.*** This brief summary of Section 608 of the Clean Air Act is provided for informational purposes only and is not for the purpose of providing legal advice. You should contact your attorney to obtain advice with respect to the application of Section 608 of the Clean Air Act to your business.



Trane Technicians are Universally certified (the highest level possible) to service, manage, and document your refrigerant and are knowledgeable of applicable law and time constraints to repair leaks. Trane Technicians track all refrigerant in all equipment serviced regardless of appliance size.

When a customer has ***all*** their refrigerant work performed by a Trane technician - Trane Refrigerant Management software maintains complete record of refrigerant transactions and appliance leak rates. Refrigerant reports provided by Trane will contain the information to satisfy EPA record keeping requirements.

Advantages:

- Real time reporting of refrigerant leak rate informs proactive decisions
- Stay in compliance with state and federal regulations
- Provide acceptable documentation to authorities during audits
- Maintain company environmental standards
- Detect potential refrigerant leaks before equipment damage occurs

Implementation:

- Technicians collect refrigerant information for covered equipment during onsite visits
- Refrigerant data and technician activity are entered into the Trane Refrigerant Management System
- Refrigerant Usage Reports are generated according to your needs



TRANE LABORATORY ANALYSIS

Trane Laboratory Analysis tests system fluids for contaminants and other physical characteristics and trends. Conditions indicating sub-optimal HVAC system performance are identified before issues become critical.

Advantages:

- Head off equipment failures and unplanned downtime
- Identify long-term equipment performance trends
- Gain definitive insights through Trane experience and expertise

Implementation:

- Samples collected by Trane technicians during maintenance as stated in this agreement
- Laboratory analysis of oil, absorption solutions and refrigerants
- Consistent testing according to Trane best-practice protocols year after year



HVAC EQUIPMENT COVERAGE

Colleyville City Hall & Library

The following "Covered Equipment" will be serviced at Colleyville City Hall & Library:

Contract also covers any unplanned emergency service visits for weekends, holidays and after hours.

Equipment	Manufacturer	Model Number	Serial Number
90-130 ton Packaged Industrial Rooftop	Trane	SXHKC9040T	C20H05247
90-130 ton Packaged Industrial Rooftop	Trane	SXHKC9040T	C20H05248

Description

Intellipak Rooftop Annual (Cooling Start Up) (Service 3)
Condenser Coil Cleaning (Service 1)
Intellipak Rooftop Quarterly Inspection (Service 4)
Filter Replacement (Service 2)

Quantity Per Term

5
10
15
20



PRICING AND ACCEPTANCE

Jaime Gutierrez
Facilities Engineer
Colleyville City of
100 Main Street
Colleyville, Texas 76034 U.S.A.

Site Address:
Colleyville City Hall & Library
100 Main Street
Colleyville, Texas 76034
United States

Trane Service Agreement

This Service Agreement consists of the pages beginning with the title page entitled "Scheduled Service Agreement," the consecutively numbered pages immediately following such title page, and includes and ends with the Trane Terms and Conditions (Service) (collectively, the "Service Agreement" or "Agreement"). Trane agrees to inspect and maintain the Covered Equipment according to the terms of this Service Agreement, including the "Terms and Conditions," and "Scope of Services" sections. Trane agrees to give preferential service to Service Agreement Customer over non-contract customers.

Service Fee

As the fee(s) (the "Service Fee(s)") for the inspection and maintenance services described in the Scope of Services section with respect to the Covered Equipment, Customer agrees to pay to Trane the following amounts, plus applicable tax, as and when due.

Contract Year	Annual Amount USD	Payment USD	Payment Term
Year 1	15,312.00	3,828.00	Quarter
Year 2	15,996.00	3,999.00	Quarter
Year 3	16,716.00	4,179.00	Quarter
Year 4	17,460.00	4,365.00	Quarter
Year 5	18,240.00	4,560.00	Quarter

☐ Service Fee Discount. A one-time 10.00 % discount is offered for full payment of 5 year(s) in advance of the commencement of the Service Agreement. Invoice would be issued at start of the Agreement and is due net 15 days from date of invoice. The discount would be 8,372.40 USD if this option is selected. Tax will be calculated based upon the pre-discounted price. This Service Fee discount is for advance payment only under the terms stated in this section and is not applicable to credit card transactions. Please check the box to select this discount option.

In addition to any other amounts then due hereunder, if this Agreement is terminated or cancelled prior to its scheduled expiration, Customer shall pay to Company the balance of any amounts billed to but unpaid by Customer and, if a "Service Project" is included in the Agreement, the Cancellation Fee set forth in "Exhibit A" Cancellation Schedule attached hereto and incorporated herein, which Cancellation Fee represents unbilled labor, non-labor expenses and parts materials and components. Subject only to a prior written agreement signed by Trane, payment is due upon receipt of invoice in accordance with Section 4 of the attached Terms and Conditions.

Term

The Initial Term of this Service Agreement is **5** years, beginning **October 1, 2021**. However, Trane's obligation under this Agreement will not begin until authorized representatives of Trane and Customer have both signed this Agreement in the spaces provided below.

Following expiration of the initial term on **September 30, 2026**, this Agreement shall renew automatically for successive periods of 1 year (the "Renewal Term") until terminated as provided herein. If you do not want to renew this Agreement for the Renewal Term, please notify Trane by telephone or by U.S. mail prior to the expiration date set forth in the preceding sentence. If any questions arise regarding this Service Agreement or how to cancel this Agreement, Trane can be reached either by telephone at (817) 838-1300 or by direct mail addressed to: 4200 N. Sylvania Avenue Fort Worth, Texas 76137-6603.



Renewal Pricing Adjustment

The Service Fees for an impending Renewal Term shall be the current Service Fees (defined as the Service Fees for the initial Term or Renewal Term immediately preceding the impending Renewal Term) annually adjusted based on changes to the cost of service. The Service Fees for an impending Renewal Term shall be set forth in the service renewal letter furnished to Customer.

Cancellation by Customer Prior to Services; Refund

If Customer cancels this Agreement within (a) thirty (30) days of the date this Agreement was mailed to Customer or (b) twenty (20) days of the date this Agreement was delivered to Customer, if it was delivered at the time of sale, and if no Services have been provided by Company under this Agreement, the Agreement will be void and Company will refund to Customer, or credit Customer's account, the full Service Fee of this Agreement that Customer paid to Company, if any. A ten percent (10%) penalty per month will be added to a refund that is due but is not paid or credited within forty-five (45) days after return of this Agreement to Company. Customer's right to cancel this Agreement only applies to the original owner of this Agreement and only if no Services have been provided by Company under this Agreement prior to its return to Company.

Cancellation by Company

This Agreement may be cancelled during the Initial Term or, if applicable, a Renewal Term for any reason or no reason, upon written notice from Company to Customer no later than 30 days prior to the scheduled expiration date and Company will refund to Customer, or credit Customer's account, that part of the Service Fee attributable to Services not performed by Company. Customer shall remain liable for and shall pay to Company all amounts due for Services provided by Company and not yet paid.

COVID-19 National Emergency Clause

The parties agree that they are entering into this Agreement while the nation is in the midst of a national emergency due to the Covid-19 pandemic ("Covid-19 Pandemic"). With the continued existence of Covid-19 Pandemic and the evolving guidelines and executive orders, it is difficult to determine the impact of the Covid-19 Pandemic on Trane's performance under this Agreement. Consequently, the parties agree as follows:

1. Each party shall use commercially reasonable efforts to perform its obligations under the Agreement and to meet the schedule and completion dates, subject to provisions below;
2. Each party will abide by any federal, state (US), provincial (Canada) or local orders, directives, or advisories regarding the Covid-19 Pandemic with respect to its performance of its obligations under this Agreement and each shall have the sole discretion in determining the appropriate and responsible actions such party shall undertake to so abide or to safeguard its employees, subcontractors, agents and suppliers;
3. Each party shall use commercially reasonable efforts to keep the other party informed of pertinent updates or developments regarding its obligations as the Covid-19 Pandemic situation evolves; and
4. If Trane's performance is delayed or suspended as a result of the Covid-19 Pandemic, Trane shall be entitled to an equitable adjustment to the project schedule and/or the contract price.

This Agreement is subject to Customer's acceptance of the attached Trane Terms and Conditions (Service).



CUSTOMER ACCEPTANCE	TRANE ACCEPTANCE Trane U.S. Inc. dba Trane
_____ Authorized Representative	_____ Submitted By: Kevin Rucker
_____ Printed Name	_____ Proposal Date: September 7, 2021
_____ Title	_____ Office: (817) 838-1300
_____ Purchase Order	_____ Authorized Representative
_____ Acceptance Date	_____ Title
	_____ Signature Date

The Initial Term of this Service Agreement is 5 years, beginning October 1, 2021.
Total Contract Amount: \$83,724.00 USD.

Regulated by the Texas Department of Licensing and Regulation
PO Box 12157, Austin, TX 78711 Ph. 800-803-9292; 512-463-6599
License TACLA23802C



TERMS AND CONDITIONS

"Company" shall mean Trane U.S. Inc. dba Trane.

1. Agreement. These terms and conditions ("Terms") are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the following commercial services as stated in the Proposal (collectively, the "Services"): inspection, maintenance and repair (the "Maintenance Services") on equipment (the "Covered Equipment"), specified Additional Work (if any), and, if included in the Proposal, Intelligent Services, Energy Assessment, Energy Performance Solutions, and any other services using remote connectivity (collectively and individually referred to in these Terms as "Energy and Building Performance Services"). **COMPANY'S TERMS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.**

2. Connected Services. In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at <https://www.trane.com/TraneConnectedServicesTerms>, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

3. Acceptance. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to these Terms and Conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's Terms and Conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to perform in accordance with the Proposal and Company Terms and Conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of performance by Company will in any event constitute an acceptance by Customer of Company's Terms and Conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or Terms and Conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Services provided by Company to the date of cancellation.

4. Fees and Taxes. Fees for the Services (the "Service Fees") are as set forth in the Proposal. Except as otherwise stated in the Proposal, Service Fees are based on performance during regular business hours. Charges for performance outside Company's normal business hours shall be billed separately according to the then prevailing overtime or emergency labor/labour rates. In addition to the stated Service Fees, Customer shall pay all taxes not legally required to be paid by Company or, alternatively, shall provide Company with an acceptable tax exemption certificate.

5. Payment. Payment is due upon receipt of Company's invoice. Service Fees shall be paid no less frequently than quarterly and in advance of performance of the Services. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Without liability to Customer, Company may discontinue performance whenever payment is overdue. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due or otherwise enforcing this Agreement.

6. Customer Breach. Each of the following constitutes a breach by Customer and shall give Company the right, without an election of remedies, to suspend performance or terminate this Agreement by delivery of written notice declaring termination. Upon termination, Customer shall be liable to the Company for all Services furnished to date and all damages sustained by Company (including lost profit and overhead): (a) Any failure by Customer to pay amounts when due; (b) any general assignment by Customer for the benefit of its creditors, Customer's bankruptcy, insolvency, or receivership; (c) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (d) Any failure by Customer to perform or comply with any material provision of this Agreement.

7. Performance. Company shall perform the Services in accordance with industry standards generally applicable in the state or province where the Services are performed under similar circumstances when Company performs the Services. Company may refuse to perform where working conditions could endanger property or put people at risk. Unless otherwise agreed by Customer and Company, at Customer's expense and before the Services begin, Customer will provide any necessary access platforms, catwalks to safely perform the Services in compliance with OSHA, state, or provincial industrial safety regulations or any other applicable industrial safety standards or guidelines. This Agreement presupposes that all major pieces of Covered Equipment are in proper operating condition as of the date hereof. Services furnished are premised on the Covered Equipment being in a maintainable condition. In no event shall Company have any obligation to replace Covered Equipment that is no longer maintainable. During the first 30 days of this Agreement, or upon initial inspection, and/or upon seasonal start-up (if included in the Services), if an inspection by Company of Covered Equipment indicates repairs or replacement is required, Company will provide a written quotation for such repairs or replacement. If Customer does not authorize such repairs or replacement, Company may remove the unacceptable equipment from the Covered Equipment and adjust the Service Fees accordingly. Customer authorizes Company to utilize Customer's telephone line or network infrastructure to connect to controls, systems and/or equipment provided or serviced by Company and to provide Services contracted for or otherwise requested by Customer, including remote diagnostic and repair service. Customer acknowledges that Company is not responsible for any adverse impact to Customer's communications and network infrastructure. Company may elect to install/attach to Customer equipment or provide portable devices (hardware and/or software) for execution of control or diagnostic procedures. Such devices shall remain the personal proprietary property of Company and in no event shall become a fixture of Customer locations. Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices used in connection with the Services on Customer equipment. Company may remove such devices at its discretion. Parts used for any repairs made will be those selected by Company as suitable for the repair and may be parts not manufactured by Company.

8. Customer Obligations. Customer shall: (a) Provide Company reasonable and safe access to the Covered Equipment and areas where Company is to work; (b) Follow manufacturer recommendations concerning teardown and internal inspection, major overhaul, restoration or refurbishing of the Covered Equipment; unless expressly stated in the Scope of Services statement, Company is not performing any manufacturer recommended teardown and internal inspection, major overhaul, restoration or refurbishing of the Covered Equipment; and (c) Where applicable, unless water treatment is expressly included in the Services, provide professional cooling tower water treatment in accordance with any reasonable recommendations provided by Company.

9. Exclusions. Unless expressly included in the Covered Equipment or the Services, the Services do not include, and Company shall not be responsible for or liable to the Customer for any claims, losses, damages or expenses suffered by the Customer in any way connected with, relating to or arising from, any of the following: (a) Any guarantee of room conditions or system performance; (b) Inspection, maintenance, repair, replacement of or services for: chilled water and condenser water pumps and piping; electrical disconnect switches or circuit breakers; motor starting equipment that is not factory mounted and interconnecting power wiring; recording or portable instruments, gauges or thermometers; non-moving parts or non-maintainable parts of the system, including, but not limited to, storage tanks; pressure vessels, shells, coils, tubes, housings, castings, casings, drain pans, panels, duct work; piping: hydraulic, hydronic, pneumatic, gas, or refrigerant; insulation; pipe covering; refractory material; fuses, unit cabinets; electrical wiring; ductwork or conduit; electrical distribution system; hydronic structural supports and similar items; the appearance of decorative casing or cabinets; damage sustained by other equipment or systems; and/or any failure, misadjustment or design deficiencies in other equipment or systems; (c) Damage, repairs or replacement of parts made necessary as a result of electrical power failure, low voltage, burned out main or branch fuses, low water pressure, vandalism, misuse or abuse, wear and tear, end of life failure, water damage, improper operation, unauthorized alteration of equipment, accident, acts or omissions of Customer or others, damage due to freezing weather, calamity, malicious act, or any Event of Force Majeure; (d) Any damage or malfunction resulting from vibration, electrolytic action, freezing, contamination, corrosion, erosion, or caused by scale or sludge on internal tubes except where water treatment protection services are provided by Company as part of this Agreement; (e) Furnishing any items of equipment, material, or labor/labour, or performing special tests recommended or required by insurance companies or federal, state, or local governments; (f) Failure or inadequacy of any structure or foundation supporting or surrounding the equipment to be worked on or any portion thereof; (g) Building access or alterations that might be necessary to repair or replace Customer's existing equipment; (h) The normal function of starting and stopping equipment or the opening and closing of valves, dampers or regulators normally installed to protect equipment against damage; (i) Valves that are not factory mounted: balance, stop, control, and other valves external to the device unless specifically



included in the Agreement; (j) Any responsibility for design or redesign of the system or the Covered Equipment, obsolescence, safety tests, or removal or reinstallation of valve bodies and dampers; (k) Any services, claims, or damages arising out of Customer's failure to comply with its obligations under this Agreement; (l) Failure of Customer to follow manufacturer recommendations concerning teardown and internal inspection, overhaul and refurbishing of equipment; (m) Any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the premises before the effective date of this Agreement ("Pre-Existing Conditions"); including, without limitation, damages, losses, or expenses involving pre-existing building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi; (n) Replacement of refrigerant is excluded, unless replacement of refrigerant is expressly stated as included within the Services, in which case replacement shall in no event exceed the stated percentage of rated system charge per year expressly stated in the Services; (o) crane or rigging costs; (p) Any Services, claims, or damages arising out of refrigerant not supplied by Trane. Customer shall be responsible for: (i) The cost of any additional replacement refrigerant; (ii) Operation of any equipment; and (iii) Any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

10. Limited Warranty. Company warrants that: (a) the material manufactured by Company and provided to Customer in performance of the Services is free from defects in material and manufacture for a period of 12 months from the earlier of the date of equipment start-up or replacement; and (b) the labor/labour portion of the Maintenance Services and Additional Work has been properly performed for a period of 90 days from date of completion (the "Limited Warranty"). Company obligations of equipment start-up, if any are stated in the Proposal, are coterminous with the Limited Warranty period. Defects must be reported to Company within the Limited Warranty period. Company's obligation under the Limited Warranty is limited to repairing or replacing the defective part at its option and to correcting any labor/labour improperly performed by Company. No liability whatsoever shall attach to Company until the Maintenance Services and Additional Work have been paid for in full. Exclusions from this Warranty include claims, losses, damages and expenses in any way connected with, related to or arising from failure or malfunction of equipment due to the following: wear and tear; end of life failure; corrosion; erosion; deterioration; Customer's failure to follow the Company-provided maintenance plan; unauthorized or improper maintenance; unauthorized or improper parts or material; refrigerant not supplied by Trane; and modifications made by others to equipment. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Some components of equipment manufactured by Company may be warranted directly from the component supplier, in which case this Limited Warranty shall not apply to those components and any warranty of such components shall be the warranty given by such component supplier. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE REMEDIES SET FORTH IN THIS LIMITED WARRANTY ARE THE SOLE AND EXCLUSIVE REMEDIES FOR WARRANTY CLAIMS PROVIDED BY COMPANY TO CUSTOMER UNDER THIS AGREEMENT AND ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, CONDITIONS, REMEDIES, WHETHER IN CONTRACT, WARRANTY, STATUTE OR TORT (INCLUDING NEGLIGENCE), EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY EXPRESSLY DISCLAIMS ANY REPRESENTATIONS OR WARRANTIES, ENDORSEMENTS OR CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF QUALITY, FITNESS, MERCHANTABILITY, DURABILITY AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE OR REGARDING PREVENTION BY THE SCOPE OF SERVICES, OR ANY COMPONENT THEREOF. NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE, IS MADE REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL TRANE HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLEDGES AND AGREES THERETO.**

11. Indemnity. To the maximum extent permitted by law, Company and Customer shall indemnify and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of the indemnifying party, and/or its respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses, or liabilities to the extent attributable to the acts or omissions of the other party or third parties. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify and hold harmless will continue in full force and effect, notwithstanding the expiration or early termination of this Agreement, with respect to any claims based on facts or conditions that occurred prior to expiration or termination of this Agreement.

12. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, NEITHER PARTY SHALL BE LIABLE FOR SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL LOSSES OR DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, PRODUCT LOSS, LOST REVENUE OR PROFITS, OR LIABILITY TO THIRD PARTIES), OR PUNITIVE DAMAGES WHETHER BASED IN CONTRACT, WARRANTY, STATUTE, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, INDEMNITY OR ANY OTHER LEGAL THEORY OR FACTS. NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, THE TOTAL AND AGGREGATE LIABILITY OF THE COMPANY TO THE CUSTOMER WITH RESPECT TO ANY AND ALL CLAIMS CONNECTED WITH, RELATED TO OR ARISING FROM THE PERFORMANCE OR NON-PERFORMANCE OF THIS AGREEMENT, WHETHER BASED IN CONTRACT, WARRANTY, STATUTE, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, INDEMNITY OR ANY OTHER LEGAL THEORY OR FACTS, SHALL NOT EXCEED THE COMPENSATION RECEIVED BY COMPANY OVER THE 12 MONTH PERIOD PRECEDING THE DATE OF OCCURRENCE FOR THE SERVICES AND ADDITIONAL WORK FOR THE LOCATION WHERE THE LOSS OCCURRED. IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGES (WHETHER DIRECT OR INDIRECT) RESULTING FROM MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR OTHER CONTAMINATES OR AIRBORNE BIOLOGICAL AGENTS. TO THE MAXIMUM EXTENT ALLOWED BY LAW, COMPANY SHALL NOT BE LIABLE FOR ANY OF THE FOLLOWING IN CONNECTION WITH PROVIDING THE ENERGY AND BUILDING PERFORMANCE SERVICES: INTERRUPTION, DELETION, DEFECT, DELAY IN OPERATION OR TRANSMISSION; CUSTOMER'S NETWORK SECURITY; COMPUTER VIRUS; COMMUNICATION FAILURE; THEFT OR DESTRUCTION OF DATA; GAPS IN DATA COLLECTED; AND UNAUTHORIZED ACCESS TO CUSTOMER'S DATA OR COMMUNICATIONS NETWORK.

13. COVID-19 LIMITATION ON LIABILITY. The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL TRANE BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY ACTION OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH) OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO COVID-19 (INCLUDING THE SPREAD, TRANSMISSION OR CONTAMINATION THEREOF) (COLLECTIVELY, "COVID-19 LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES TRANE FROM ANY SUCH COVID-19 LIABILITIES.**

14. Asbestos and Hazardous Materials. The Services expressly exclude any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos polychlorinated biphenyl ("PCB"), or other hazardous materials (collectively, "Hazardous Materials"). Customer warrants and represents that there are no Hazardous Materials on the premises that will in any way affect Company's performance, except as set forth in a writing signed by Company disclosing the existence and location of any Hazardous Materials in all areas within which Company will be performing. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and notify Customer. Customer will be responsible for correcting the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof, arising out of or relating to any Hazardous Materials on or about the premises, not brought onto the premises by Company. Company shall be required to resume performance only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the premises site for the presence of Hazardous Materials.

15. Insurance. Company agrees to maintain the following insurance during the term of this Agreement with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits



If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company or its insurer waive rights of subrogation.

16. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company is unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Services furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; lightning; tornado; storm; fire; civil disobedience; pandemic; insurrections; riots; labor/labour disputes; labor/labour or material shortages from the usual sources of supply; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

17. Maintenance Services Other Than Solely Scheduled Service. If Company's Maintenance Services hereunder are not limited solely to Scheduled Service, the following provisions shall also apply: (a) Required restoration shall be performed by Customer at its cost prior to Company being obligated to perform hereunder; (b) any changes, adjustments, service or repairs made to the Equipment by any party other than Company, unless approved by Company in writing, may, at Company's option, terminate Company's obligation to render further service to the Equipment so affected; in such case no refund of any portion of the Service Fees shall be made; and (c) Customer shall (i) promptly notify Company of any unusual performance of Equipment; (ii) permit only Company personnel to repair or adjust Equipment and/or controls during the Term or a Renewal Term; and (iii) utilize qualified personnel to properly operate the Equipment in accordance with the applicable operating manuals and recommended procedures.

18. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which Company performs the Services. Any dispute arising under or relating to this Agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Services are performed. To the extent the premises are owned and/or operated by any agency of the United States Federal Government, determination of any substantive issue of law shall be according to the United States Federal common law of Government contracts as enunciated and applied by United States Federal judicial bodies and boards of contract appeals of the United States Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the Services. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other Terms of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, without the written consent of Company. Subject to the foregoing, this Agreement shall bind and inure to the benefit of the parties hereto and their permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties' respective successors and assigns. No failure or delay by the Company in enforcing any right or exercising any remedy under this Agreement shall be deemed to be a waiver by the Company of any right or remedy.

19. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

20. U.S. Government Services. The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business. **The following provision applies only to indirect sales by Company to the US Government.** As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Services are in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the Services that are the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

21. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.130-7 (0720)
Supersedes 1-26.130-7 (0919)



APPENDIX

SERVICE BEST PRACTICES

Trane is completely dedicated to making buildings better. The ongoing pursuit of better buildings, using our long-term domain expertise to push new technologies into everyday use, keeps us at the forefront of the industry.

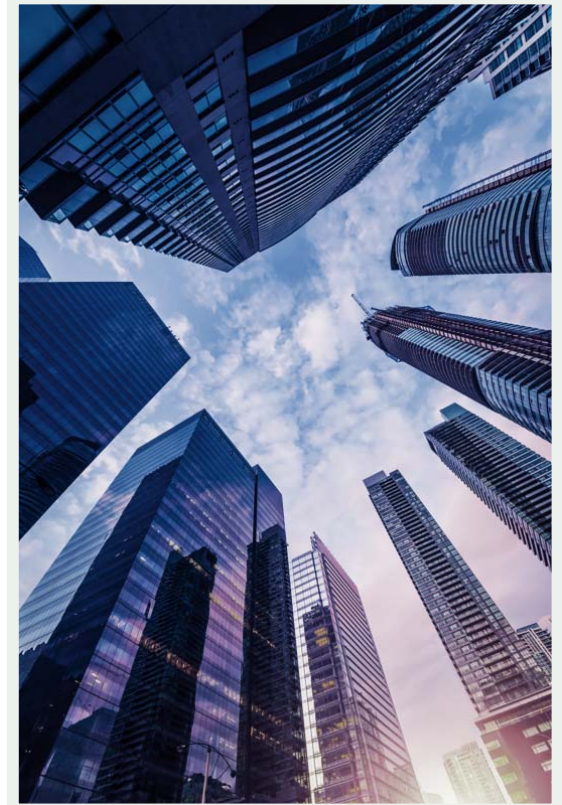
In addition to the services details in the agreement above, we take practical steps every day to ensure our approach is safe and efficient.

SAFETY

Since 2003, U.S. Bureau of Labor Statistics records have consistently shown the Total Recordable Incident Rate (TRIR) and Days Away From Work (DAFW) for Trane have been significantly lower than those for HVAC repair and maintenance contractors and specialty trade contractors (construction). The company's safety culture in America is unparalleled in the building service industry, with proven results in the continuous reduction of injury rates. Trane incident rates (OSHA) are consistently 50 to 70 percent below the industry average.

A wide range of safety training and resources are available to Trane technicians, including:

- Safety training—20 hours per year
- Electrical safety—NFPA 70E compliant, electrical PPE
- Fall protection
- Ergonomics
- Smith System Safe Driving Program
- USDOT compliance
- Refrigerant management training



ENVIRONMENTAL PRACTICES

Trane policies and procedures are compliant with all federal and state regulations. Refrigerant (and substitutes) handling, storage and leak repair processes are compliant with Environmental Protection Agency regulation 40 CFR Part 82. Service technicians are Universal-certified and use only certified recovery equipment

Refrigerant Management Software (RMS) captures, manages and reports all refrigerant activity at your site. Annually, Trane will send you a report documenting all refrigerant activity that we performed for each piece of equipment during the past 12 months

Trane adheres to all environmental regulations when removing used oil from refrigeration units. We have a national contract with a qualified supplier to recycle or dispose of used oil appropriately.



CONSISTENCY

Nationwide, Trane technicians follow documented, formal processes that ensure uniform service delivery. As an OEM, Trane has developed exclusive service procedures which provide the most reliable outcomes, and extended equipment longevity, at the most cost-effective price.

- Exclusive service work flow processes provide detailed steps and information encompassing parts, materials, tools and sequence of execution
- Additional steps addressing safety, quality control, work validation and environmental compliance
- Technicians must consistently reference documented processes to ensure no critical steps are skipped or omitted
- Applicable service processes meet or exceed ASHRAE 180-2008 Standard Practice for Inspection and Maintenance of Commercial Building HVAC Systems



CUSTOMER SERVICE FLOWS

The following Customer Service Flows provide additional service description detail for Covered Equipment. Note: There may be differences per the agreement in the work being performed between sites and the equipment on those sites. This section clarifies differences in the work being performed between sites and the equipment on those sites:

Service 1: Condenser Coil Cleaning

Description

- Condenser Coil Cleaning
- Check Operation Upon Completion of Repair

Service 2: Filter Replacement

Description

- Filter Replacement

Service 3: Intellipak Rooftop Annual (Cooling Start Up)

Description

- Unitary Visual Equipment Inspection
- Lock Out Tag Out
- Supply Fan Inspection-IPAK/VOY
- Power Exhaust Fan Inspection (Intellipak)
- Evaporator Coil Cleaning (Intellipak)
- Condensate Drip Pan Treatment
- Meg Compressor Motor - IPAK/VOY
- Meg Supply Fan Without VFD
- Meg Power Exhaust Without VFD
- Electrical Inspection
- Remove Lock Out Tag Out and Restore Power
- Check Damper (Intellipak)
- Start Up Condenser Fan Check (Per Fan)
- Start Up Seasonal Cooling
- Manual Log With Electronic Device

Service 4: Intellipak Rooftop Quarterly Inspection

Description

- Unitary Visual Equipment Inspection
- Lock Out Tag Out
- Supply Fan Inspection-IPAK/VOY
- Power Exhaust Fan Inspection (Intellipak)
- Condensate Drip Pan Treatment
- Electrical Inspection
- Remove Lock Out Tag Out and Restore Power
- Check Damper (Intellipak)
- Manual Log With Electronic Device



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 4f

Agenda Date 9/21/2021

Number Resolution R-21-4651

Type Resolution

Department Engineering

Title

Approval of a five-year term service agreement with Trane Service Group, utilizing OMNIA Partners, purchasing cooperative, to provide for the inspection, maintenance, and repair of the HVAC system at the Justice Center, in an amount not to exceed \$195,362.00, and authorize the City Manager to execute the agreement

Strategic Plan

5.3 Provide attractive facilities for leisure and recreation

Explanation

Reading and Public Hearing

As part of the building services preventative maintenance program, the HVAC units servicing the Justice Center have been covered under a preventative maintenance plan. Preventive maintenance extends the useful life of building systems through regularly scheduled inspections, adjustments, lubrication, testing, and replacements. The HVAC units covered by the proposed maintenance contract were installed in 2021 and have a life expectancy of 15 to 20 years.

The scope of services outlined in the attached service agreement provides for an annual comprehensive inspection, three run inspections, filter change-outs, and semi-annual condenser coil cleaning for the HVAC units servicing the Justice Center. Trane Service Group assumes responsibility for all costs related to the inspection and repair of the systems, including parts, materials, labor, emergency service calls under two hours, and a preferential rate on any work outside of the scope of this agreement. By initiating a Trane Select Service Agreement, the City can accurately budget repairs to maintain peak performance of the system and minimize unplanned down time and unexpected expense. Regular maintenance can save an estimated 12-18% of the budget compared to a run-to-fail approach.

The Trane Service Group contract is offered through OMNIA Partners, the largest and most trusted cooperative purchasing organization for public sector procurement. OMNIA brought together the nation's two leading cooperative purchasing organizations – National IPA and U.S. Communities – under one roof to form OMNIA Partners, Public Sector. The collective buying power of these unified purchasing cooperatives delivers superior value and savings for public agencies nationwide. All cooperative purchasing agreements offered have been awarded via a thorough Request for Proposal (RFP)

competitive solicitation process. Third party audits on contracts ensure program pricing commitments are met, with benchmark analyses against other suppliers and retailers to guarantee participants the best overall value. As a member, there are no costs or fees for the City to participate.

On September 6, 2016, City Council, through Resolution R-16-4029, approved a five-year service agreement with Trane Service Group. This agreement expires on September 30, 2021. Trane has provided outstanding service, responding same day to emergency situations, and prioritizing repairs for immediate resolution. The contract price of \$195,362.00 is allocated on an annual basis as identified in the table below. The initial annual cost of \$35,712.00 has been allocated in the proposed FY2022 Building Services budget.

Contract Year	Annual Amount
Year 1	\$35,712.00
Year 2	\$37,310.00
Year 3	\$39,000.00
Year 4	\$40,752.00
Year 5	\$42,588.00
TOTAL	\$195,362.00

Financial Impact

Funding in the amount of \$35,712 has been allocated in the proposed FY 2022 Building Services budget, Account 001-5710-6285.

Recommendation

Approve

Attachments

1. TRANE Justice Center FY22-26 Contract
2. 4f- Justice Center Trane Agreement

We are pleased to offer you this proposal for performance of the following services for the Equipment listed. Services will be performed using Trane's Exclusive Service Procedure to ensure you get full benefit of our extensive service experience, coupled with the distinct technical expertise of an HVAC Equipment manufacturing leader. Our innovative procedure is environmentally and safety conscious, and aligns expectation of work scope while providing efficient and productive delivery of services.

It is also an exciting opportunity to present this proposal in the form Trane and City of Colleyville Partnership of U.S. Communities.

We respectfully submit this proposal under the following U.S. Communities contract numbers and look forward to the continued partnership with City of Colleyville.:

Cooperative Quote Number: 02-10077-21-003

Cooperative Quote Contract Number: USC-15-JLP-023

The advantage of U.S. Communities to owners is to avoid the time and expense of going through the competitive process for each individual participating entity. Writing specifications, evaluating bids, considering value engineering, and dealing with the frustrations of low cost manufacturers that do not perform can be a costly use their time. U.S. Communities allows them to select a manufacturer and utilize competitively bid pricing to make a true life cycle decision and quickly move to procurement. U.S. Communities is currently processing orders from over 67,000 participating entities.

Each solicitation contains language that advises all suppliers that the contract may be used by other government agencies throughout the United States. The Association of School Business Officials are a founder of U.S. Communities: <http://www.uscommunities.org/about/founders-and-state-sponsors/> . Here is the Texas state statute that endorses cooperative procurement: <http://www.uscommunities.org/resources/state-statutes/tx/> Here is a link to Trane's due diligence documents within U.S. Communities :

<http://www.uscommunities.org/suppliers/trane/trane-contract/> This language is based on the lead jurisdiction "Joint Powers Authority" or "Cooperative Procurement Authority." Each solicitation is publicly advertised and includes specific notice and instruction that includes a deadline of when responses will be received. Trane's contract includes three main components including OEM Trane equipment, ancillary supporting equipment and materials, and labor. The labor is supplied by a specific labor rate per category and the volume of hours is governed by RS Means. There is also a labor coefficient specific to your area to adjust the labor to a competitive level. Also, when the labor portion of a cooperative procurement solution is compared to a traditional bid or RFP process, there are inherent additional savings including reduced general contractor mark up, reduced project schedule, and better service to the owner with one point of contact being Trane. We also have a 3rd party letter of compliance we can supply to validate Trane's compliance with the U.S. Communities contract and your specific state statute.

The owner is not required to bid the labor again on the specific job, since Trane has already bid the labor nationally. The process is:

- Open—to everyone, no preference
- Fair—evaluated based on pre-determined criteria that can be found in the solicitation packet, with uniform specifications to prevent favoritism or preference.
- Transparent—all due diligence documents can be found on the U.S. Community website and are easily accessible to verify our compliance.

In summary, the purpose of U.S. Communities is to:

- Provide state government entities opportunities for greater efficiency and economy in acquiring goods and services.
- Take advantage of state-of-the-art purchasing procedures to insure the most competitive contracts.
- Provide competitive price solicitation and bulk purchasing for multiple government entities that yields economic benefits unobtainable by individual entities.
- Provide quick and efficient delivery of goods and services by contracting with "high performance" vendors.
- Equalize purchasing power for smaller entities that are not able to command the best contracts for themselves.
- Maintain credibility and confidence in business procedures by maintaining open competition for purchases and by complying with purchasing laws and ethical business practices.
- Assist entities in maintaining the essential controls for budget and accounting purposes.



SCHEDULED SERVICE AGREEMENT

Trane Office

Trane U.S. Inc. dba Trane
4200 N. Sylvania Avenue
Fort Worth, Texas 76137-6603

Trane Representative

Kevin Rucker

Office: (817) 838-1300

Proposal ID

3093236

Service Contract Number

3093236

**Contact Telephone Number for
Service**

(817) 838-1300

02-10077-21-003/USC 15-JLP-023

Company Name

Colleyville City of
100 Main Street
Colleyville, Texas 76034 U.S.A.
Jaime Gutierrez

Site Address:

Colleyville Justice Center
5201 Riverwalk Drive
Colleyville, Texas 76034
United States

September 7, 2021



EXECUTIVE SUMMARY

This **Scheduled Service Agreement** from Trane offers an exclusive approach to planned maintenance: It is grounded in worldwide expertise. Delivered locally by our own factory trained technicians. And provided according to *your* needs.

Under this service agreement, you will hand off the responsibilities for planning, scheduling and managing routine maintenance to Trane. You will have a team of true professionals keeping your HVAC equipment running efficiently and reliably.

As an HVAC service provider, Trane offers many advantages:

- Confidence that your HVAC equipment is being cared for according to OEM best practices for both frequency and procedures
- Advanced diagnostic technologies, allowing our technicians to analyze system performance more comprehensively, so they can identify and correct a broader set of conditions

Protect your bottom line. Proper maintenance can save an estimated 12 to 18 percent of your budget compared to a run-to-fail approach. This service agreement will help you capture those savings. (*FEMP*) O&M Guide 2010

ADDITIONAL SUPPORT

Trane offers a wide range of maintenance and repair services beyond the scope of this service agreement. Ask your Trane representative for details.

FOCUSED ON BETTER BUILDINGS

When it comes to service effectiveness, experience matters. No other provider has more experience than Trane.

- 100+ years of system and equipment experience
- 35+ years in building automation systems (BAS)
- 20+ years in energy services

ENVIRONMENTAL PRACTICES

Trane procedures for handling refrigerant are compliant with federal and state regulations.

CONSISTENT PROCESSES

All Trane technicians follow documented processes ensuring uniform service delivery.

SAFETY

Trane incident rates (OSHA) are consistently 50 to 70 percent below industry averages.

ASSIGNED TEAM

You will have a consistent group of Trane employees dedicated to your account.



SCOPE OF SERVICES — STANDARD INCLUSIONS

ANY HVAC SYSTEM IS ONLY AS STRONG AS ITS INDIVIDUAL MECHANICAL COMPONENTS

This service agreement with Trane protects and enhances full system functionality by ensuring that components are well maintained and functioning to OEM standards. And it is tailored to your needs. The following are the standard inclusions of your service agreement:

TRANE SCHEDULED MAINTENANCE

Factory authorized Trane service technicians perform all periodic maintenance, following OEM standards, to keep HVAC and BAS equipment running optimally and prevent unplanned downtime. Trane assumes all responsibilities for planning, scheduling and managing routine maintenance on Trane HVAC equipment and other brands.

Advantages:

- Trust one assigned maintenance team for all HVAC equipment brands
- Receive consistent service outcomes through proprietary Six Sigma maintenance procedures
- Save money compared to ad-hoc service calls

Implementation:

- Technician visits are scheduled in advance
- Service is completed during normal business hours
- Basic supplies, such as grease, cleaning solvents and wiping cloths, are included in the annual fee





REFRIGERANT MANAGEMENT

US Environmental Protection Agency (EPA) has placed in effect more stringent regulations on refrigerant management and reporting in 2017. Section 608 of the Clean Air Act prohibits the knowing release of refrigerant during the maintenance, service, repair, or disposal of air-conditioning and refrigeration equipment. The EPA requires proper refrigerant management practices by owners and operators of refrigeration and air-conditioning systems, all servicing technicians and others. ***The Clean Air Act requires owners to maintain records of refrigerant usage and leak rates for each air-conditioning or refrigeration appliance with refrigerant charge greater than 50 lbs. and for disposal of units between 5 and 50 lbs. of refrigerant. These records must be maintained for 3 years and be directly accessible if audited by the EPA.*** This brief summary of Section 608 of the Clean Air Act is provided for informational purposes only and is not for the purpose of providing legal advice. You should contact your attorney to obtain advice with respect to the application of Section 608 of the Clean Air Act to your business.



Trane Technicians are Universally certified (the highest level possible) to service, manage, and document your refrigerant and are knowledgeable of applicable law and time constraints to repair leaks. Trane Technicians track all refrigerant in all equipment serviced regardless of appliance size.

When a customer has ***all*** their refrigerant work performed by a Trane technician - Trane Refrigerant Management software maintains complete record of refrigerant transactions and appliance leak rates. Refrigerant reports provided by Trane will contain the information to satisfy EPA record keeping requirements.

Advantages:

- Real time reporting of refrigerant leak rate informs proactive decisions
- Stay in compliance with state and federal regulations
- Provide acceptable documentation to authorities during audits
- Maintain company environmental standards
- Detect potential refrigerant leaks before equipment damage occurs

Implementation:

- Technicians collect refrigerant information for covered equipment during onsite visits
- Refrigerant data and technician activity are entered into the Trane Refrigerant Management System
- Refrigerant Usage Reports are generated according to your needs



TRANE LABORATORY ANALYSIS

Trane Laboratory Analysis tests system fluids for contaminants and other physical characteristics and trends. Conditions indicating sub-optimal HVAC system performance are identified before issues become critical.

Advantages:

- Head off equipment failures and unplanned downtime
- Identify long-term equipment performance trends
- Gain definitive insights through Trane experience and expertise

Implementation:

- Samples collected by Trane technicians during maintenance as stated in this agreement
- Laboratory analysis of oil, absorption solutions and refrigerants
- Consistent testing according to Trane best-practice protocols year after year



HVAC EQUIPMENT COVERAGE

Colleyville Justice Center

The following "Covered Equipment" will be serviced at Colleyville Justice Center:

Contract also covers any unplanned emergency service visits for weekends, holidays and after hours.

Equipment	Manufacturer	Model Number	Serial Number
RAF-1	Trane	165-SQNHP	286S194360-00/000070

Description	Quantity Per Term
Generic Air Handler Unit Annual Cooling Inspection (Service 9)	5
Generic Air Handler Unit Quarterly Inspection (Service 10)	15

Equipment	Manufacturer	Model Number	Serial Number
Adjustable Frequency Controller - Generic	Trane	1960014200	2020T02540

Description	Quantity Per Term
Variable Frequency Drive Annual Inspection (Service 19)	5
"Local Intervention" for "Local Process" applications (Service 3)	15

Equipment	Manufacturer	Model Number	Serial Number
Split System Air Conditioners - Generic	Trane	4TTA4042A4	2038119N3F
Split System Air Conditioners - Generic	Trane	4TTA4048A4	200840F33F

Description	Quantity Per Term
UNT/DX-110a Split System Annual Maintenance Inspection (Service 17)	5
"Local Intervention" for "Local Process" applications (Service 2)	10

Equipment	Manufacturer	Model Number	Serial Number
VAV Fan Powered(24)	Trane	VAV Boxes	N/A

Description	Quantity Per Term
"Local Intervention" for "Local Process" applications (Service 4)	10

Equipment	Manufacturer	Model Number	Serial Number
Split System Air Conditioners - Generic	Trane	GAM5B0C42M	20444RUF1V
Split System Air Conditioners - Generic	Trane	GAM5B0C48M	20461TFF1V

Description	Quantity Per Term
UNT/DX-110a Split System Annual Maintenance Inspection (Service 17)	5
UNT/DX-120 Mid-Season Running Inspection (Service 18)	15
Split System Filter Replacement (Service 16)	20



Equipment	Manufacturer	Model Number	Serial Number
27 1/2-50 Ton Packaged Commercial Rooftop	Trane	TCD330B40Y	C20J06163
27 1/2-50 Ton Packaged Commercial Rooftop	Trane	TCD600B40Y	C20J06162

Description	Quantity Per Term
Voyager Cooling Pre-Season Annual Start Up (Service 22)	5
Voyager Quarterly Inspection (Service 25)	15
Voyager Condenser Coil Cleaning (Service 20)	10
Voyager Filter Change (Service 23)	20

Equipment	Manufacturer	Model Number	Serial Number
Rooftop Air Conditioners - Generic	Trane	THC048F4RG	204012056L
Rooftop Air Conditioners - Generic	Trane	THC048F4RG	204012058L
Rooftop Air Conditioners - Generic	Trane	THC092F4RN	204014031L

Description	Quantity Per Term
Precedent Cooling Pre-Season Annual Start-Up (Service 12)	5
Precedent Quarterly Inspection (Service 14)	15
"Local Intervention" for "Local Process" applications (Service 1)	10
Precedent Filter Change (Service 13)	20

Equipment	Manufacturer	Model Number	Serial Number
12 1/2-25 Ton Packaged Unitary Cooling Rooftop - CTO	Trane	THH210G4RR	204110378D

Description	Quantity Per Term
Voyager Cooling Pre-Season Annual Start Up (Service 21)	5
Voyager Quarterly Inspection (Service 24)	15
Condenser Coil Cleaning (Service 7)	10
Replace Filters (Service 15)	20

Equipment	Qty	Manufacturer	Model Number	Serial Number	Asset Tag
Split System Air Conditioners - Generic	1	Trane	TTA12044DA	20412295YA	

Description	Quantity Per Term
UNT/DX-110a Split System Annual Maintenance Inspection (Service 17)	5
UNT/DX-120 Mid-Season Running Inspection (Service 18)	15
"Local Intervention" for "Local Process" applications (Service 2)	10
Odyssey Filter Change (Service 11)	20



Equipment	Manufacturer	Model Number	Serial Number
Performance Climate Changer	Trane	UCCAB08C0F	H20J78190

Description

Air Handler Semi-Annual Inspection (Service 6)
 Air Handler Quarterly Inspection (Service 5)
 Filter Replacement (Service 8)

Quantity Per Term

5
 15
 20



PRICING AND ACCEPTANCE

Jaime Gutierrez
Facilities Engineer
Colleyville City of
100 Main Street
Colleyville, Texas 76034 U.S.A.

Site Address:
Colleyville Justice Center
5201 Riverwalk Drive
Colleyville, Texas 76034
United States

Trane Service Agreement

This Service Agreement consists of the pages beginning with the title page entitled "Scheduled Service Agreement," the consecutively numbered pages immediately following such title page, and includes and ends with the Trane Terms and Conditions (Service) (collectively, the "Service Agreement" or "Agreement"). Trane agrees to inspect and maintain the Covered Equipment according to the terms of this Service Agreement, including the "Terms and Conditions," and "Scope of Services" sections. Trane agrees to give preferential service to Service Agreement Customer over non-contract customers.

Service Fee

As the fee(s) (the "Service Fee(s)") for the inspection and maintenance services described in the Scope of Services section with respect to the Covered Equipment, Customer agrees to pay to Trane the following amounts, plus applicable tax, as and when due.

Contract Year	Annual Amount USD	Payment USD	Payment Term
Year 1	35,712.00	8,928.00	Quarter
Year 2	37,310.00	9,327.50	Quarter
Year 3	39,000.00	9,750.00	Quarter
Year 4	40,752.00	10,188.00	Quarter
Year 5	42,588.00	10,647.00	Quarter

☐ Service Fee Discount. A one-time 10.00 % discount is offered for full payment of 5 year(s) in advance of the commencement of the Service Agreement. Invoice would be issued at start of the Agreement and is due net 15 days from date of invoice. The discount would be 19,536.20 USD if this option is selected. Tax will be calculated based upon the pre-discounted price. This Service Fee discount is for advance payment only under the terms stated in this section and is not applicable to credit card transactions. Please check the box to select this discount option.

In addition to any other amounts then due hereunder, if this Agreement is terminated or cancelled prior to its scheduled expiration, Customer shall pay to Company the balance of any amounts billed to but unpaid by Customer and, if a "Service Project" is included in the Agreement, the Cancellation Fee set forth in "Exhibit A" Cancellation Schedule attached hereto and incorporated herein, which Cancellation Fee represents unbilled labor, non-labor expenses and parts materials and components. Subject only to a prior written agreement signed by Trane, payment is due upon receipt of invoice in accordance with Section 4 of the attached Terms and Conditions.

Term

The Initial Term of this Service Agreement is **5** years, beginning **October 1, 2021**. However, Trane's obligation under this Agreement will not begin until authorized representatives of Trane and Customer have both signed this Agreement in the spaces provided below.

Following expiration of the initial term on **September 30, 2026**, this Agreement shall renew automatically for successive periods of 1 year (the "Renewal Term") until terminated as provided herein. If you do not want to renew this Agreement for the Renewal Term, please notify Trane by telephone or by U.S. mail prior to the expiration date set forth in the preceding sentence. If any questions arise regarding this Service Agreement or how to cancel this



Agreement, Trane can be reached either by telephone at (817) 838-1300 or by direct mail addressed to: 4200 N. Sylvania Avenue Fort Worth, Texas 76137-6603.

Renewal Pricing Adjustment

The Service Fees for an impending Renewal Term shall be the current Service Fees (defined as the Service Fees for the initial Term or Renewal Term immediately preceding the impending Renewal Term) annually adjusted based on changes to the cost of service. The Service Fees for an impending Renewal Term shall be set forth in the service renewal letter furnished to Customer.

Cancellation by Customer Prior to Services; Refund

If Customer cancels this Agreement within (a) thirty (30) days of the date this Agreement was mailed to Customer or (b) twenty (20) days of the date this Agreement was delivered to Customer, if it was delivered at the time of sale, and if no Services have been provided by Company under this Agreement, the Agreement will be void and Company will refund to Customer, or credit Customer's account, the full Service Fee of this Agreement that Customer paid to Company, if any. A ten percent (10%) penalty per month will be added to a refund that is due but is not paid or credited within forty-five (45) days after return of this Agreement to Company. Customer's right to cancel this Agreement only applies to the original owner of this Agreement and only if no Services have been provided by Company under this Agreement prior to its return to Company.

Cancellation by Company

This Agreement may be cancelled during the Initial Term or, if applicable, a Renewal Term for any reason or no reason, upon written notice from Company to Customer no later than 30 days prior to the scheduled expiration date and Company will refund to Customer, or credit Customer's account, that part of the Service Fee attributable to Services not performed by Company. Customer shall remain liable for and shall pay to Company all amounts due for Services provided by Company and not yet paid.

COVID-19 National Emergency Clause

The parties agree that they are entering into this Agreement while the nation is in the midst of a national emergency due to the Covid-19 pandemic ("Covid-19 Pandemic"). With the continued existence of Covid-19 Pandemic and the evolving guidelines and executive orders, it is difficult to determine the impact of the Covid-19 Pandemic on Trane's performance under this Agreement. Consequently, the parties agree as follows:

1. Each party shall use commercially reasonable efforts to perform its obligations under the Agreement and to meet the schedule and completion dates, subject to provisions below;
2. Each party will abide by any federal, state (US), provincial (Canada) or local orders, directives, or advisories regarding the Covid-19 Pandemic with respect to its performance of its obligations under this Agreement and each shall have the sole discretion in determining the appropriate and responsible actions such party shall undertake to so abide or to safeguard its employees, subcontractors, agents and suppliers;
3. Each party shall use commercially reasonable efforts to keep the other party informed of pertinent updates or developments regarding its obligations as the Covid-19 Pandemic situation evolves; and
4. If Trane's performance is delayed or suspended as a result of the Covid-19 Pandemic, Trane shall be entitled to an equitable adjustment to the project schedule and/or the contract price.



This Agreement is subject to Customer's acceptance of the attached Trane Terms and Conditions (Service).

CUSTOMER ACCEPTANCE	TRANE ACCEPTANCE Trane U.S. Inc. dba Trane
_____ Authorized Representative	_____ Submitted By: Kevin Rucker
_____ Printed Name	_____ Proposal Date: September 7, 2021
_____ Title	_____ Office: (817) 838-1300
_____ Purchase Order	_____ Authorized Representative
_____ Acceptance Date	_____ Title
	_____ Signature Date

The Initial Term of this Service Agreement is 5 years, beginning October 1, 2021.
Total Contract Amount: \$195,362.00 USD.

Regulated by the Texas Department of Licensing and Regulation
PO Box 12157, Austin, TX 78711 Ph. 800-803-9292; 512-463-6599
License TACLA23802C



TERMS AND CONDITIONS

"Company" shall mean Trane U.S. Inc. dba Trane.

1. Agreement. These terms and conditions ("Terms") are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the following commercial services as stated in the Proposal (collectively, the "Services"): inspection, maintenance and repair (the "Maintenance Services") on equipment (the "Covered Equipment"), specified Additional Work (if any), and, if included in the Proposal, Intelligent Services, Energy Assessment, Energy Performance Solutions, and any other services using remote connectivity (collectively and individually referred to in these Terms as "Energy and Building Performance Services"). **COMPANY'S TERMS ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.**

2. Connected Services. In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at <https://www.trane.com/TraneConnectedServicesTerms>, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

3. Acceptance. The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 30 days from the date of the Proposal. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to these Terms and Conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's Terms and Conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counter-offer to perform in accordance with the Proposal and Company Terms and Conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counter-offer will be deemed accepted. Customer's acceptance of performance by Company will in any event constitute an acceptance by Customer of Company's Terms and Conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or Terms and Conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Services provided by Company to the date of cancellation.

4. Fees and Taxes. Fees for the Services (the "Service Fees") are as set forth in the Proposal. Except as otherwise stated in the Proposal, Service Fees are based on performance during regular business hours. Charges for performance outside Company's normal business hours shall be billed separately according to the then prevailing overtime or emergency labor/labour rates. In addition to the stated Service Fees, Customer shall pay all taxes not legally required to be paid by Company or, alternatively, shall provide Company with an acceptable tax exemption certificate.

5. Payment. Payment is due upon receipt of Company's invoice. Service Fees shall be paid no less frequently than quarterly and in advance of performance of the Services. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Without liability to Customer, Company may discontinue performance whenever payment is overdue. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due or otherwise enforcing this Agreement.

6. Customer Breach. Each of the following constitutes a breach by Customer and shall give Company the right, without an election of remedies, to suspend performance or terminate this Agreement by delivery of written notice declaring termination. Upon termination, Customer shall be liable to the Company for all Services furnished to date and all damages sustained by Company (including lost profit and overhead): (a) Any failure by Customer to pay amounts when due; (b) any general assignment by Customer for the benefit of its creditors, Customer's bankruptcy, insolvency, or receivership; (c) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (d) Any failure by Customer to perform or comply with any material provision of this Agreement.

7. Performance. Company shall perform the Services in accordance with industry standards generally applicable in the state or province where the Services are performed under similar circumstances when Company performs the Services. Company may refuse to perform where working conditions could endanger property or put people at risk. Unless otherwise agreed by Customer and Company, at Customer's expense and before the Services begin, Customer will provide any necessary access platforms, catwalks to safely perform the Services in compliance with OSHA, state, or provincial industrial safety regulations or any other applicable industrial safety standards or guidelines. This Agreement presupposes that all major pieces of Covered Equipment are in proper operating condition as of the date hereof. Services furnished are premised on the Covered Equipment being in a maintainable condition. In no event shall Company have any obligation to replace Covered Equipment that is no longer maintainable. During the first 30 days of this Agreement, or upon initial inspection, and/or upon seasonal start-up (if included in the Services), if an inspection by Company of Covered Equipment indicates repairs or replacement is required, Company will provide a written quotation for such repairs or replacement. If Customer does not authorize such repairs or replacement, Company may remove the unacceptable equipment from the Covered Equipment and adjust the Service Fees accordingly. Customer authorizes Company to utilize Customer's telephone line or network infrastructure to connect to controls, systems and/or equipment provided or serviced by Company and to provide Services contracted for or otherwise requested by Customer, including remote diagnostic and repair service. Customer acknowledges that Company is not responsible for any adverse impact to Customer's communications and network infrastructure. Company may elect to install/attach to Customer equipment or provide portable devices (hardware and/or software) for execution of control or diagnostic procedures. Such devices shall remain the personal proprietary property of Company and in no event shall become a fixture of Customer locations. Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices used in connection with the Services on Customer equipment. Company may remove such devices at its discretion. Parts used for any repairs made will be those selected by Company as suitable for the repair and may be parts not manufactured by Company.

8. Customer Obligations. Customer shall: (a) Provide Company reasonable and safe access to the Covered Equipment and areas where Company is to work; (b) Follow manufacturer recommendations concerning teardown and internal inspection, major overhaul, restoration or refurbishing of the Covered Equipment; unless expressly stated in the Scope of Services statement, Company is not performing any manufacturer recommended teardown and internal inspection, major overhaul, restoration or refurbishing of the Covered Equipment; and (c) Where applicable, unless water treatment is expressly included in the Services, provide professional cooling tower water treatment in accordance with any reasonable recommendations provided by Company.

9. Exclusions. Unless expressly included in the Covered Equipment or the Services, the Services do not include, and Company shall not be responsible for or liable to the Customer for any claims, losses, damages or expenses suffered by the Customer in any way connected with, relating to or arising from, any of the following: (a) Any guarantee of room conditions or system performance; (b) Inspection, maintenance, repair, replacement of or services for: chilled water and condenser water pumps and piping; electrical disconnect switches or circuit breakers; motor starting equipment that is not factory mounted and interconnecting power wiring; recording or portable instruments, gauges or thermometers; non-moving parts or non-maintainable parts of the system, including, but not limited to, storage tanks; pressure vessels, shells, coils, tubes, housings, castings, casings, drain pans, panels, duct work; piping: hydraulic, hydronic, pneumatic, gas, or refrigerant; insulation; pipe covering; refractory material; fuses, unit cabinets; electrical wiring; ductwork or conduit; electrical distribution system; hydronic structural supports and similar items; the appearance of decorative casing or cabinets; damage sustained by other equipment or systems; and/or any failure, misadjustment or design deficiencies in other equipment or systems; (c) Damage, repairs or replacement of parts made necessary as a result of electrical power failure, low voltage, burned out main or branch fuses, low water pressure, vandalism, misuse or abuse, wear and tear, end of life failure, water damage, improper operation, unauthorized alteration of equipment, accident, acts or omissions of Customer or others, damage due to freezing weather, calamity, malicious act, or any Event of Force Majeure; (d) Any damage or malfunction resulting from vibration, electrolytic action, freezing, contamination, corrosion, erosion, or caused by scale or sludge on internal tubes except where water treatment protection services are provided by Company as part of this Agreement; (e) Furnishing any items of equipment, material, or labor/labour, or performing special tests recommended or required by insurance companies or federal, state, or local governments; (f) Failure or inadequacy of any structure or foundation supporting or surrounding the equipment to be worked on or any portion thereof; (g) Building access or alterations that might be necessary to repair or replace Customer's existing equipment; (h) The normal function of starting and stopping equipment or the opening and closing of valves, dampers or regulators normally installed to protect equipment against damage; (i) Valves that are not factory mounted: balance, stop, control, and other valves external to the device unless specifically



included in the Agreement; (j) Any responsibility for design or redesign of the system or the Covered Equipment, obsolescence, safety tests, or removal or reinstallation of valve bodies and dampers; (k) Any services, claims, or damages arising out of Customer's failure to comply with its obligations under this Agreement; (l) Failure of Customer to follow manufacturer recommendations concerning teardown and internal inspection, overhaul and refurbishing of equipment; (m) Any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the premises before the effective date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving pre-existing building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi; (n) Replacement of refrigerant is excluded, unless replacement of refrigerant is expressly stated as included within the Services, in which case replacement shall in no event exceed the stated percentage of rated system charge per year expressly stated in the Services; (o) crane or rigging costs; (p) Any Services, claims, or damages arising out of refrigerant not supplied by Trane. Customer shall be responsible for: (i) The cost of any additional replacement refrigerant; (ii) Operation of any equipment; and (iii) Any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

10. Limited Warranty. Company warrants that: (a) the material manufactured by Company and provided to Customer in performance of the Services is free from defects in material and manufacture for a period of 12 months from the earlier of the date of equipment start-up or replacement; and (b) the labor/labour portion of the Maintenance Services and Additional Work has been properly performed for a period of 90 days from date of completion (the "Limited Warranty"). Company obligations of equipment start-up, if any are stated in the Proposal, are coterminous with the Limited Warranty period. Defects must be reported to Company within the Limited Warranty period. Company's obligation under the Limited Warranty is limited to repairing or replacing the defective part at its option and to correcting any labor/labour improperly performed by Company. No liability whatsoever shall attach to Company until the Maintenance Services and Additional Work have been paid for in full. Exclusions from this Warranty include claims, losses, damages and expenses in any way connected with, related to or arising from failure or malfunction of equipment due to the following: wear and tear; end of life failure; corrosion; erosion; deterioration; Customer's failure to follow the Company-provided maintenance plan; unauthorized or improper maintenance; unauthorized or improper parts or material; refrigerant not supplied by Trane; and modifications made by others to equipment. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Some components of equipment manufactured by Company may be warranted directly from the component supplier, in which case this Limited Warranty shall not apply to those components and any warranty of such components shall be the warranty given by such component supplier. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. Equipment, material and/or parts that are not manufactured by Company are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **THE REMEDIES SET FORTH IN THIS LIMITED WARRANTY ARE THE SOLE AND EXCLUSIVE REMEDIES FOR WARRANTY CLAIMS PROVIDED BY COMPANY TO CUSTOMER UNDER THIS AGREEMENT AND ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, CONDITIONS, REMEDIES, WHETHER IN CONTRACT, WARRANTY, STATUTE OR TORT (INCLUDING NEGLIGENCE), EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY EXPRESSLY DISCLAIMS ANY REPRESENTATIONS OR WARRANTIES, ENDORSEMENTS OR CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF QUALITY, FITNESS, MERCHANTABILITY, DURABILITY AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE OR REGARDING PREVENTION BY THE SCOPE OF SERVICES, OR ANY COMPONENT THEREOF. NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE, IS MADE REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL TRANE HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLEDGES AND AGREES THERETO.**

11. Indemnity. To the maximum extent permitted by law, Company and Customer shall indemnify and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of the indemnifying party, and/or its respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses, or liabilities to the extent attributable to the acts or omissions of the other party or third parties. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify and hold harmless will continue in full force and effect, notwithstanding the expiration or early termination of this Agreement, with respect to any claims based on facts or conditions that occurred prior to expiration or termination of this Agreement.

12. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, NEITHER PARTY SHALL BE LIABLE FOR SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL LOSSES OR DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, PRODUCT LOSS, LOST REVENUE OR PROFITS, OR LIABILITY TO THIRD PARTIES), OR PUNITIVE DAMAGES WHETHER BASED IN CONTRACT, WARRANTY, STATUTE, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, INDEMNITY OR ANY OTHER LEGAL THEORY OR FACTS. NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, THE TOTAL AND AGGREGATE LIABILITY OF THE COMPANY TO THE CUSTOMER WITH RESPECT TO ANY AND ALL CLAIMS CONNECTED WITH, RELATED TO OR ARISING FROM THE PERFORMANCE OR NON-PERFORMANCE OF THIS AGREEMENT, WHETHER BASED IN CONTRACT, WARRANTY, STATUTE, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, INDEMNITY OR ANY OTHER LEGAL THEORY OR FACTS, SHALL NOT EXCEED THE COMPENSATION RECEIVED BY COMPANY OVER THE 12 MONTH PERIOD PRECEDING THE DATE OF OCCURRENCE FOR THE SERVICES AND ADDITIONAL WORK FOR THE LOCATION WHERE THE LOSS OCCURRED. IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGES (WHETHER DIRECT OR INDIRECT) RESULTING FROM MOLD/MOULD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR OTHER CONTAMINATES OR AIRBORNE BIOLOGICAL AGENTS. TO THE MAXIMUM EXTENT ALLOWED BY LAW, COMPANY SHALL NOT BE LIABLE FOR ANY OF THE FOLLOWING IN CONNECTION WITH PROVIDING THE ENERGY AND BUILDING PERFORMANCE SERVICES: INTERRUPTION, DELETION, DEFECT, DELAY IN OPERATION OR TRANSMISSION; CUSTOMER'S NETWORK SECURITY; COMPUTER VIRUS; COMMUNICATION FAILURE; THEFT OR DESTRUCTION OF DATA; GAPS IN DATA COLLECTED; AND UNAUTHORIZED ACCESS TO CUSTOMER'S DATA OR COMMUNICATIONS NETWORK.

13. COVID-19 LIMITATION ON LIABILITY. The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL TRANE BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY ACTION OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH) OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO COVID-19 (INCLUDING THE SPREAD, TRANSMISSION OR CONTAMINATION THEREOF) (COLLECTIVELY, "COVID-19 LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES TRANE FROM ANY SUCH COVID-19 LIABILITIES.**

14. Asbestos and Hazardous Materials. The Services expressly exclude any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos polychlorinated biphenyl ("PCB"), or other hazardous materials (collectively, "Hazardous Materials"). Customer warrants and represents that there are no Hazardous Materials on the premises that will in any way affect Company's performance, except as set forth in a writing signed by Company disclosing the existence and location of any Hazardous Materials in all areas within which Company will be performing. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and notify Customer. Customer will be responsible for correcting the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof, arising out of or relating to any Hazardous Materials on or about the premises, not brought onto the premises by Company. Company shall be required to resume performance only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the premises site for the presence of Hazardous Materials.

15. Insurance. Company agrees to maintain the following insurance during the term of this Agreement with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits



If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company or its insurer waive rights of subrogation.

16. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company is unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Services furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; lightning; tornado; storm; fire; civil disobedience; pandemic; insurrections; riots; labor/labour disputes; labor/labour or material shortages from the usual sources of supply; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

17. Maintenance Services Other Than Solely Scheduled Service. If Company's Maintenance Services hereunder are not limited solely to Scheduled Service, the following provisions shall also apply: (a) Required restoration shall be performed by Customer at its cost prior to Company being obligated to perform hereunder; (b) any changes, adjustments, service or repairs made to the Equipment by any party other than Company, unless approved by Company in writing, may, at Company's option, terminate Company's obligation to render further service to the Equipment so affected; in such case no refund of any portion of the Service Fees shall be made; and (c) Customer shall (i) promptly notify Company of any unusual performance of Equipment; (ii) permit only Company personnel to repair or adjust Equipment and/or controls during the Term or a Renewal Term; and (iii) utilize qualified personnel to properly operate the Equipment in accordance with the applicable operating manuals and recommended procedures.

18. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which Company performs the Services. Any dispute arising under or relating to this Agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Services are performed. To the extent the premises are owned and/or operated by any agency of the United States Federal Government, determination of any substantive issue of law shall be according to the United States Federal common law of Government contracts as enunciated and applied by United States Federal judicial bodies and boards of contract appeals of the United States Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the Services. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other Terms of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, without the written consent of Company. Subject to the foregoing, this Agreement shall bind and inure to the benefit of the parties hereto and their permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of the parties' respective successors and assigns. No failure or delay by the Company in enforcing any right or exercising any remedy under this Agreement shall be deemed to be a waiver by the Company of any right or remedy.

19. Equal Employment Opportunity/Affirmative Action Clause. Company is a federal contractor that complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 Executive Order 13496 and Section 29 CFR 471, appendix A to subpart A, regarding the notice of employee rights in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

20. U.S. Government Services. The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business. **The following provision applies only to indirect sales by Company to the US Government.** As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Services are in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the Services that are the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

21. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.130-7 (0720)

Supersedes 1-26.130-7 (0919)



APPENDIX

SERVICE BEST PRACTICES

Trane is completely dedicated to making buildings better. The ongoing pursuit of better buildings, using our long-term domain expertise to push new technologies into everyday use, keeps us at the forefront of the industry.

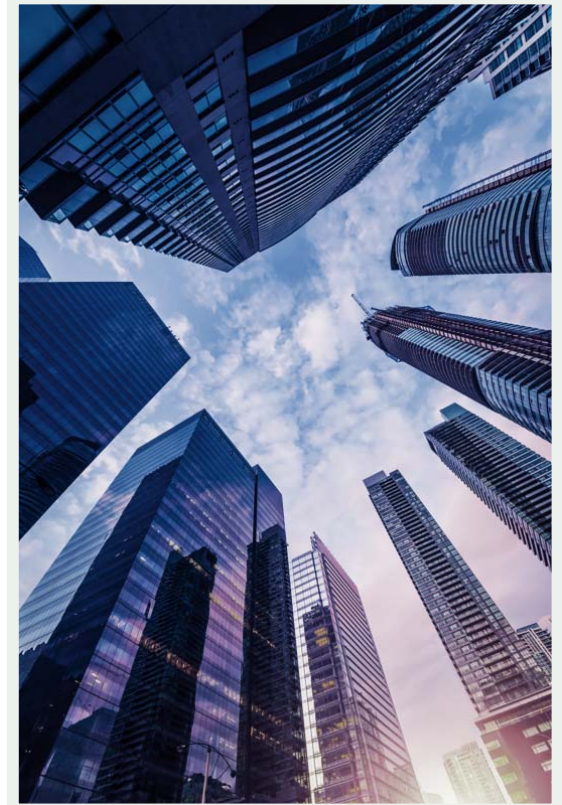
In addition to the services details in the agreement above, we take practical steps every day to ensure our approach is safe and efficient.

SAFETY

Since 2003, U.S. Bureau of Labor Statistics records have consistently shown the Total Recordable Incident Rate (TRIR) and Days Away From Work (DAFW) for Trane have been significantly lower than those for HVAC repair and maintenance contractors and specialty trade contractors (construction). The company's safety culture in America is unparalleled in the building service industry, with proven results in the continuous reduction of injury rates. Trane incident rates (OSHA) are consistently 50 to 70 percent below the industry average.

A wide range of safety training and resources are available to Trane technicians, including:

- Safety training—20 hours per year
- Electrical safety—NFPA 70E compliant, electrical PPE
- Fall protection
- Ergonomics
- Smith System Safe Driving Program
- USDOT compliance
- Refrigerant management training



ENVIRONMENTAL PRACTICES

Trane policies and procedures are compliant with all federal and state regulations. Refrigerant (and substitutes) handling, storage and leak repair processes are compliant with Environmental Protection Agency regulation 40 CFR Part 82. Service technicians are Universal-certified and use only certified recovery equipment

Refrigerant Management Software (RMS) captures, manages and reports all refrigerant activity at your site. Annually, Trane will send you a report documenting all refrigerant activity that we performed for each piece of equipment during the past 12 months

Trane adheres to all environmental regulations when removing used oil from refrigeration units. We have a national contract with a qualified supplier to recycle or dispose of used oil appropriately.



CONSISTENCY

Nationwide, Trane technicians follow documented, formal processes that ensure uniform service delivery. As an OEM, Trane has developed exclusive service procedures which provide the most reliable outcomes, and extended equipment longevity, at the most cost-effective price.

- Exclusive service work flow processes provide detailed steps and information encompassing parts, materials, tools and sequence of execution
- Additional steps addressing safety, quality control, work validation and environmental compliance
- Technicians must consistently reference documented processes to ensure no critical steps are skipped or omitted
- Applicable service processes meet or exceed ASHRAE 180-2008 Standard Practice for Inspection and Maintenance of Commercial Building HVAC Systems



CUSTOMER SERVICE FLOWS

The following Customer Service Flows provide additional service description detail for Covered Equipment. Note: There may be differences per the agreement in the work being performed between sites and the equipment on those sites. This section clarifies differences in the work being performed between sites and the equipment on those sites:

Service 1: "Local Intervention" for "Local Process" applications

Description

- Generic Process (place holder)
- Condenser Coil Cleaning

Service 2: "Local Intervention" for "Local Process" applications

Description

- Clean Condenser Coil
- Generic Process (place holder)
- Professional Coil Clean Condenser Coil

Service 3: "Local Intervention" for "Local Process" applications

Description

- Generic Process (place holder)
- Quarterly Inspection

Service 4: "Local Intervention" for "Local Process" applications

Description

- Filter Replacement
- Generic Process (place holder)

Service 5: Air Handler Quarterly Inspection

Description

- AHU Visual Equipment Inspection
- Supply Fan and Motor Inspection (Air Handler)
- Condensate Inspection
- Condensate Drip Pan Treatment
- Coil Inspection (Climate Changer)
- Air Handler Filter Inspection
- Return Unit to Normal Operation

Service 6: Air Handler Semi-Annual Inspection

Description

- Customer Notification
- Initial Site Safety Inspection
- AHU Visual Equipment Inspection
- Lock Out Tag Out (Standard)
- Electrical Inspection (AHU)
- Supply Fan and Motor Inspection (Air Handler)
- Meg Supply Fan With VFD
- Coil Inspection (Climate Changer)
- Air Handling Unit Cleaning
- Air Handler Filter Inspection
- Calibrate Manometer
- Check Damper (Air Handler)



- Start Up Seasonal Heating-Electric
- Remove Lock Out Tag Out
- Return Unit to Normal Operation
- Manual Log With Electronic Device

Service 7: Condenser Coil Cleaning

Description

- Generic Process (place holder)
- Condenser Coil Cleaning (Light Commercial)

Service 8: Filter Replacement

Description

- Lock Out Tag Out
- Filter Replacement
- Remove Lock Out Tag Out and Restore Power

Service 9: Generic Air Handler Unit Annual Cooling Inspection

Description

- Annual Inspection
- Generic Process (place holder)

Service 10: Generic Air Handler Unit Quarterly Inspection

Description

- Generic Process (place holder)
- Quarterly Inspection

Service 11: Odyssey Filter Change

Description

- Unitary Visual Equipment Inspection
- Lock Out Tag Out (Standard)
- Filter Inspection And Change
- Remove Lock Out Tag Out
- Return Unit to Normal Operation

Service 12: Precedent Cooling Pre-Season Annual Start-Up

Description

- Unitary Visual Equipment Inspection
- Lock Out Tag Out (Standard)
- Condensate Drip Pan Treatment
- Supply Fan Inspection
- Condenser Fan Check
- Bearing Lubrication
- Filter Inspection And Change
- Electrical Inspection
- Check Damper - M Series, BYC
- Seasonal Cooling Start Up
- Log Unit

Service 13: Precedent Filter Change

Description

- Unitary Visual Equipment Inspection
- Lock Out Tag Out (Standard)
- Filter Inspection And Change



- Remove Lock Out Tag Out
- Return Unit to Normal Operation

Service 14: Precedent Quarterly Inspection

Description

- Unitary Visual Equipment Inspection
- Supply Fan Inspection Including LOTO
- Filter Inspection And Change
- Log Unit (Unitary)

Service 15: Replace Filters

Description

- Generic Process (place holder)
- Filter Replacement

Service 16: Split System Filter Replacement

Description

- Filter Replacement

Service 17: UNT/DX-110a Split System Annual Maintenance Inspection

Description

- Annual Cooling Inspection
- Generic Process (place holder)

Service 18: UNT/DX-120 Mid-Season Running Inspection

Description

- Generic Process (place holder)
- Quarterly Inspection

Service 19: Variable Frequency Drive Annual Inspection

Description

- Generic Process (place holder)

Service 20: Voyager Condenser Coil Cleaning

Description

- Customer Notification
- Professional Coil Clean Condenser coils
- Unitary Visual Equipment Inspection
- Lock Out Tag Out (Standard)
- Condenser Coil Cleaning (Light Commercial)
- Remove Lock Out Tag Out
- Return Unit to Normal Operation

Service 21: Voyager Cooling Pre-Season Annual Start Up

Description

- Unitary Visual Equipment Inspection
- Verify Line Voltage
- Lock Out Tag Out (Standard)
- Supply Fan Inspection-IPAK/VOY
- Power Exhaust Fan(s) Inspection - Direct Drive
- Remove Access Panels or Open Access Doors
- Meg Supply Fan Without VFD
- Meg Exhaust Fan Without VFD



- Meg Compressor Motor - IPAK/VOY
- Electrical Inspection
- Reinstall Access Panels or Close Access Doors
- Evaporator Coil Cleaning
- Remove Lock Out Tag Out
- Check Economizer Damper-VOY/PRE
- Pre-Start Check- VOY/PRE
- Start Up Condenser Fan Check (Per Fan)
- Cooling Check-VOY
- Manual Log With Electronic Device
- Return Unit to Normal Operation

Service 22: Voyager Cooling Pre-Season Annual Start Up

Description

- Unitary Visual Equipment Inspection
- Verify Line Voltage
- Lock Out Tag Out (Standard)
- Supply Fan Inspection-IPAK/VOY
- Power Exhaust Fan(s) Inspection - Direct Drive
- Remove Access Panels or Open Access Doors
- Meg Supply Fan Without VFD
- Meg Compressor Motor - IPAK/VOY
- Electrical Inspection
- Filter Inspection And Change
- Reinstall Access Panels or Close Access Doors
- Condensate Drip Pan Treatment
- Remove Lock Out Tag Out
- Pre-Start Check- VOY/PRE
- Start Up Condenser Fan Check (Per Fan)
- Cooling Check-VOY
- Manual Log With Electronic Device
- Return Unit to Normal Operation

Service 23: Voyager Filter Change

Description

- Unitary Visual Equipment Inspection
- Lock Out Tag Out (Standard)
- Filter Inspection And Change
- Remove Lock Out Tag Out
- Return Unit to Normal Operation

Service 24: Voyager Quarterly Inspection

Description

- Unitary Visual Equipment Inspection
- Supply Fan Inspection-IPAK/VOY
- Power Exhaust Fan(s) Inspection - Direct Drive
- Electrical Inspection
- Check Economizer Damper-VOY/PRE
- Start Up Condenser Fan Check (Per Fan)
- Cooling Check-VOY
- Manual Log With Electronic Device
- Return Unit to Normal Operation



Service 25: Voyager Quarterly Inspection

Description

- Unitary Visual Equipment Inspection
- Lock Out Tag Out (Standard)
- Supply Fan Inspection-IPAK/VOY
- Power Exhaust Fan(s) Inspection - Direct Drive
- Remove Access Panels or Open Access Doors
- Filter Inspection And Change
- Reinstall Access Panels or Close Access Doors
- Start Up Condenser Fan Check (Per Fan)
- Cooling Check-VOY
- Manual Log With Electronic Device
- Return Unit to Normal Operation

4f. Justice Center Trane Maintenance Agreement

Approval of a five year term service agreement with Trane Service Group, utilizing the OMNIA Partners Purchasing Cooperative, to provide for the inspection, maintenance, and repair of the HVAC system at the Colleyville Justice Center in an amount not to exceed \$195,362.00, and authorizing the City Manager to execute the agreement



The contract price of \$195,362.00 is allocated on an annual basis as identified in the table below:

Contract Year	Annual Amount
Year 1	\$35,712.00
Year 2	\$37,310.00
Year 3	\$39,000.00
Year 4	\$40,752.00
Year 5	\$42,588.00
TOTAL	\$195,362.00

The initial annual cost of \$35,712.00 equates to an 37% decrease from the 2021 rate. This is due to the units being replaced. The annual cost increases 4% each subsequent year for the length of the agreement.



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 4g
Type Resolution
Department Engineering

Agenda Date 9/21/2021

Number Resolution R-21-4651

Title

Adoption of the Fiscal Year 2022 to 2026 Capital Improvement Program (CIP)

Strategic Plan

- 1.4 Communicate thoroughly and strategically
- 3.4 Thoroughly plan for future capital investments and associated costs

Explanation

Reading and Public Hearing

In order to plan for Colleyville's long-term needs, the City's comprehensive Capital Improvement Plan (CIP) is updated each year as a part of the annual budget process. The CIP provides an opportunity to consider all of the City's capital needs in the coming years and to determine the priority of each, as well as whether available funding resources are sufficient to support those expenditures. The CIP operates on a multi- year basis and utilizes a variety of funding sources, both from the City and other entities. During the July 6, 2021, City Council worksession, staff presented the draft FY 2022-2026 CIP for discussion and comment.

The FY 2022-2026 CIP document includes projected beginning and ending available balances for each year and each funding source. In addition to estimated expenditures for each fiscal year, estimates for anticipated revenues that add to available funding have also been included.

Approval of this resolution adopting the Capital Improvement Program for FY2022-2026 replaces any previously approved Capital Improvement Programs for those years reflected in each. Approval directs staff to begin working on year one (FY 2022) projects. Individual contracts for projects will be brought forward for City Council approval in accordance with the City's purchasing policy.

Financial Impact

Year one (FY 2022) of the 5-Year CIP is funded based on projections of available resources. Funding for identified projects is either already available from existing cash, is planned in annual operating budgets, or is anticipated to be available based on revenue forecasts.

Recommendation

Approve

Attachments

1. FY2022-2026 CIP Presentation
2. FY2022-2026 Capital Improvement Plan

Capital Improvement Program (CIP) Presentation and Discussion

City Council
September 21, 2021

What is a CIP?



Capital Improvement Program (CIP)

- A short-range, rolling plan, usually three to five years out, which identifies capital projects and provides a planning schedule, including funding options

The Benefits of a CIP Include:

- Provides the link between the strategic plans and the City's annual budget
- Supports the City's long term goals and vision
- Focuses on preserving the City's infrastructure while ensuring the efficient use of public funds

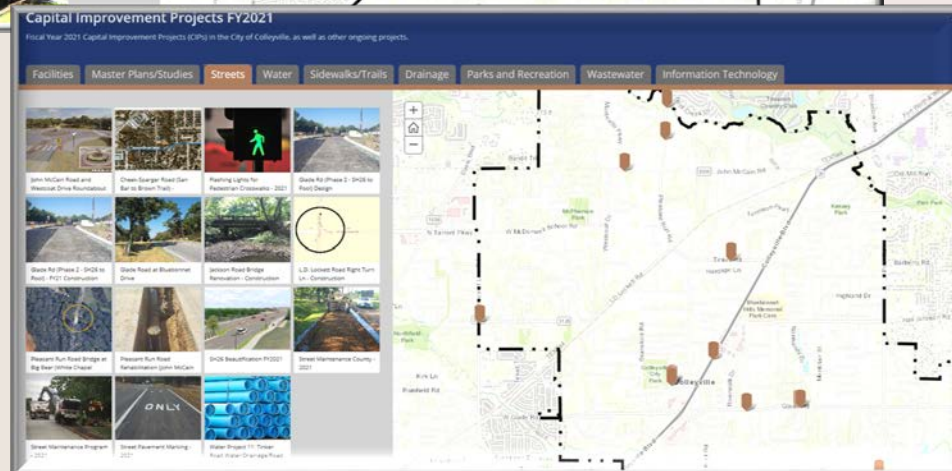
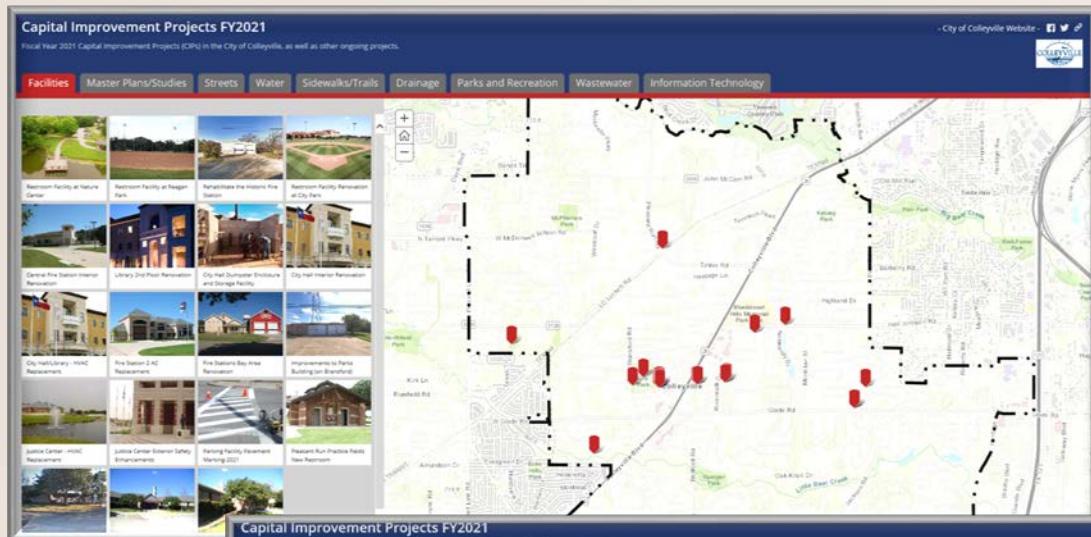
Several factors are considered when projects are considered for funding in the Capital Improvement Program

- Condition of asset (PCI for Streets)
- Risk management
- Long term vision (Master Thoroughfare Plan)
- Available funding sources
- Use of asset (Average Daily Traffic for Streets)
- Classification of asset (Local or Non-local Street)
- Considerations of the benefit of the project
- All projects receive final approval by City Council

Interactive Map



Capital Improvement Projects Interactive Map



- The City of Colleyville Website has an interactive map which provides detailed information regarding each of the current capital projects
- The map will be updated to include the proposed FY2022 projects once adopted

www.colleyville.com

Department Highlights FY21 - Facilities



Parks Facility Renovation

Budget
\$380,000
Final Contract Cost
\$313,290



Colleyville Center Roof Replacement

Colleyville Center
Contract Award
\$245,033
Final Contract Cost
\$183,483



City Hall/Library HVAC

Contract Award
\$334,377.90
Final Contract Cost
\$304,527.90

Justice Center Roof Replacement

Justice Center
Contract Award
\$486,067
Final Contract Cost
\$470,167



Justice Center HVAC

Contract Award
\$391,045
Final Contract Cost
\$358,315



Service Center Renovation

Contract Award
\$915,832.61

Department Highlights FY21 - Parks and Recreation

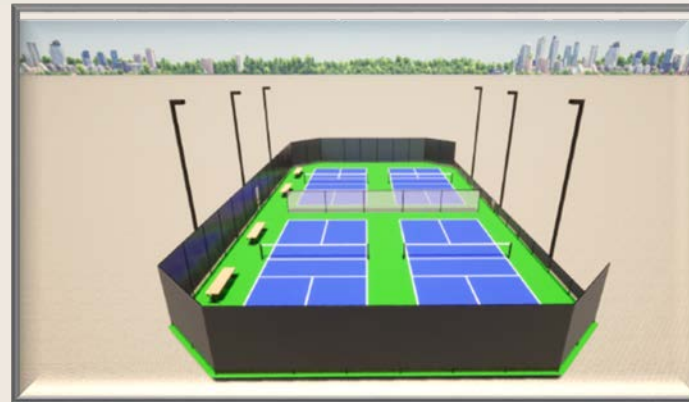
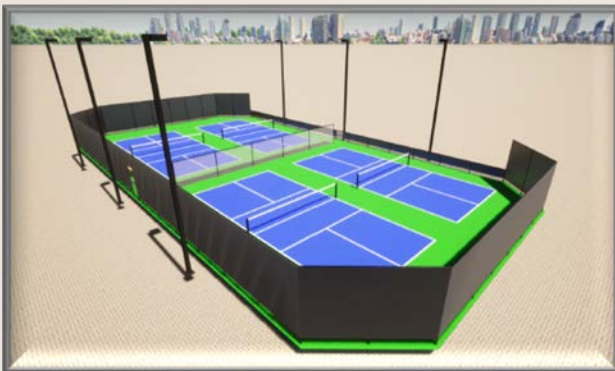


**Parks House Demo
and Site Prep**
Budget Amount
\$20,000



**Pleasant Run
(Practice) Park
Restroom**
Contract Amount
\$306,671

**City Park
Pickleball Courts**
Contract Amount
\$200,000



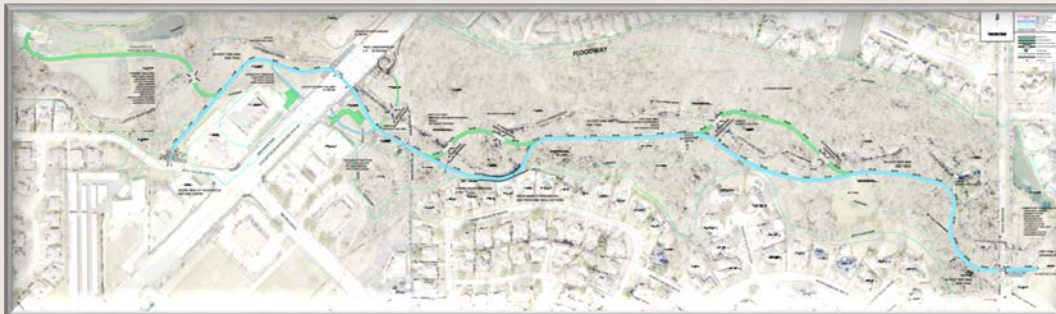
Department Highlights FY21 – Sidewalks/Trails



**John McCain Road Trail
and Misc. Sidewalk
Connections**
Contract Amount
\$935,249.50



Nature Center Trail
Project is Under Design
Public Input Stage

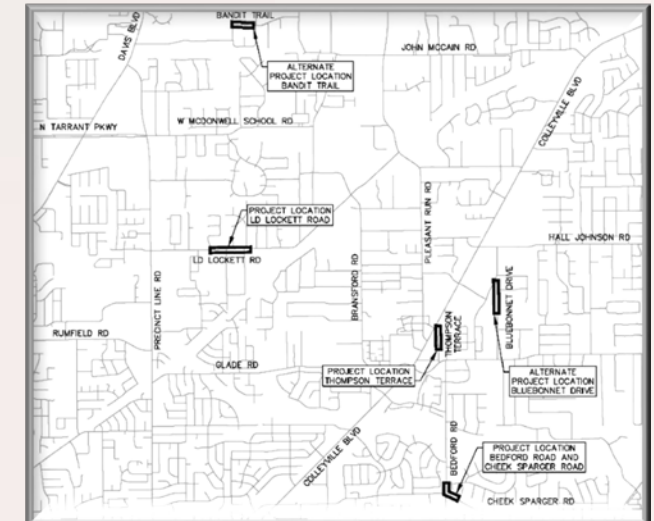


Bedford Road Trail
Project is Under Design
Trail will Provide
Connection from Glade
Road to Sparger Park

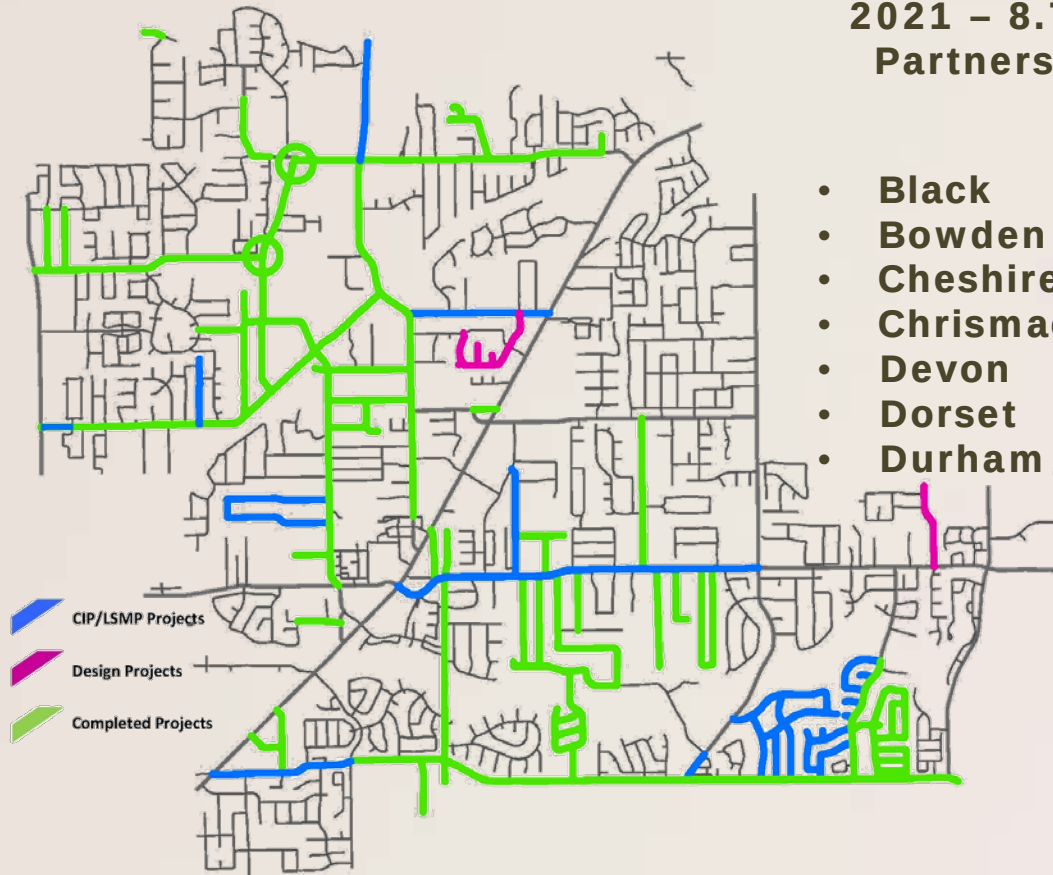
Bransford Trail
Project is Under Design
Trail will be from
Field Street to
Shelton Drive

Sidewalk Connectivity
Completed 2 sections on John
McCain and a connection on
Lavaca

Current Construction on:
Bandit Trail
LD Lockett
Thompson Terrace
Bluebonnet
Cheek-Sparger/Bedford
Contract Award
\$423,522.50



Department Highlights FY21 - Streets



Local Street Maintenance Project 2021 – 8.77 Lane Miles Resurfaced Partnership with Tarrant County \$904,900

- Black
- Bowden Hill
- Cheshire
- Chrismac
- Devon
- Dorset
- Durham
- John McCain W
- Langley Hill
- Lexington
- Martin
- Pembroke
- Scarborough
- Warwick
- York



**McDonwell
School Road at
Westcoat
Roundabout**
Contract Award
\$1,452,805
Contract Cost
\$1,342,547



**John McCain
Road at Westcoat
Roundabout**
Contract Award
\$1,142,907
Contract Cost
\$1,080,257



Glade Road PH2
Contract Award
\$14,273,642

**Average Network PCI
82.7**
Based on the 2017
Pavement Management
Report

**Average Network PCI
85.4**
Projection Based on a
Weighted Average – does
not include deterioration

Department Highlights FY21 – Public Works Water



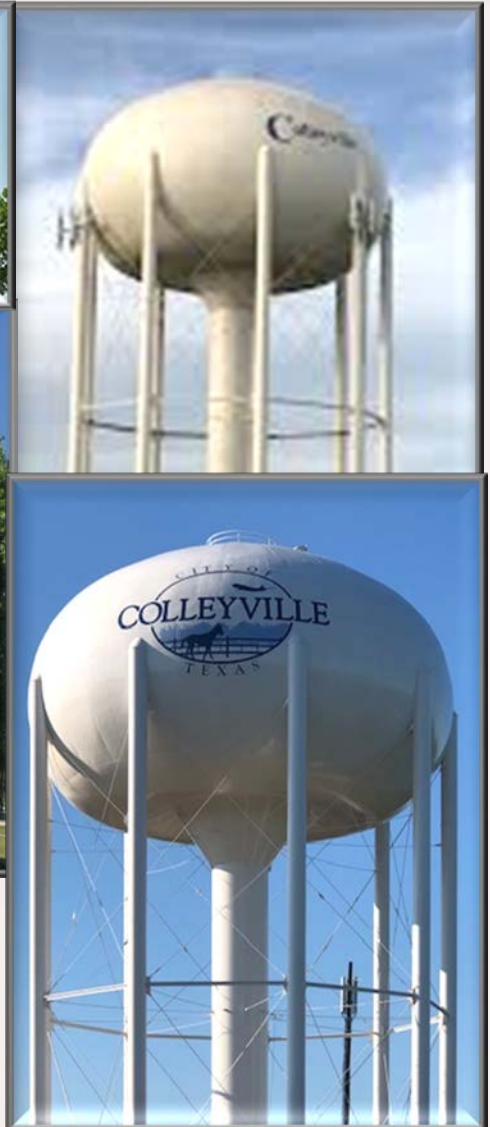
**Water Project 10:
Black Drive and
Rustic Oaks Area**
Contract Award
\$454,644



**Pleasant Run
Waterline and
Roadway
Improvements**
Contract Award
\$3,228,303.66



**Water Towers
Renovation**
Contract Award
\$1,674,410
Final Contract Cost
\$1,583,229



The Proposed Five Year CIP

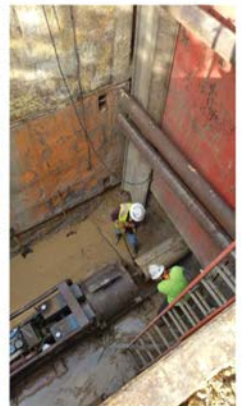


The Proposed Fiscal Year 2022-2026 Capital Improvement Program

- The program identifies planned projects for the next five years, based on funding availability, and a schedule for completion
- The CIP provides an opportunity to consider all of the City's capital needs in the coming years and determine the priority of each, as well as whether available funding resources are sufficient to support those expenditures



Fiscal Year 2022 – 2026
CAPITAL
IMPROVEMENT
PROGRAM
Adopted by Resolution No.



FY22 Projects



Drainage	CIP Amount
Drainage Improvements FY2022	\$100,000
Drainage Total	\$100,000



Note: Some projects listed are multi-year and/or multi-fund projects

Facilities	CIP Amount
Central Fire Station Interior Renovation	\$125,000
City Hall and Library Exterior Cleaning and Painting	\$300,000
Fire Station 3 Backup Generator	\$250,000
Fire Station 3 Renovation	\$250,000
Historic Fire Station Renovation	\$100,000
Justice Center Exterior Cleaning and Sealing	\$350,000
Justice Center Exterior Safety Enhancements	\$450,000
Parking Facility Pavement Marking-2022	\$50,000
Senior Center Renovations	\$3,065,000
Sparger Park Restroom Facility Renovation	\$75,000
Facilities Total	\$5,015,000

Information Technology	CIP Amount
Fiber Optic	\$300,000
Information Technology Total	\$300,000

FY22 Projects



Master Plans / Studies	CIP Amount
Lift Stations Condition Assessment	\$75,000
Pavement Condition Assessment	\$75,000
Water Project 3: Elevated Storage Tank-Study	\$50,000
Master Plans / Studies Total	\$200,000



Parks and Recreation	CIP Amount
City Park Event Fence	\$30,000
City Park New Amenity	\$700,000
*Colleyville Gateways	\$4,000,000
Fire Stations 2 and 3 Landscape Improvements	\$50,000
Justice Center Pond Beautification	\$250,000
Overland Park Amenity Phase II	\$150,000
Park Beautification-2022	\$50,000
Park Signage/Branding Program-2022	\$50,000
Parkway Tree Removal and Replacement-2022	\$75,000
Senior Center Monument Sign and Landscape	\$60,000
Parks and Recreation Total	\$5,415,000

*Multi-year funded project

FY22 Projects



Sidewalks / Trails	CIP Amount
Annual Small Segment Sidewalk/Trail Construction FY2022	\$550,000
Bransford Rd Trail (Field St to Cotton Belt Trail)-Construction	\$900,000
Miscellaneous Concrete Rehabilitation-2022	\$400,000
Nature Center Trail-Construction	\$1,000,000
Sidewalks / Trails Total	\$2,850,000



Streets	CIP Amount
Bluebonnet Drive Rehabilitation	\$90,000
Cheek-Sparger Road (San Bar to Brown Trail) – (Constr. Services)	\$26,000
Flashing Lights for Pedestrian Crosswalks-2022	\$75,000
*Glade Road (Phase 2 - SH26 to Pool) - FY22 Construction	\$6,000,000
Glade Road at Bluebonnet Drive	\$1,900,000
John McCain Bridge Expansion	\$200,000
Roberts Road - Construction	\$1,000,000
Water Project 11: Tinker Road Water/Drainage/Road Reconstruction	\$2,700,000
Street Maintenance County-2022	\$400,000
Street Maintenance Program-2022	\$500,000
Street Pavement Marking-2022	\$100,000
Streets Total	\$12,991,000

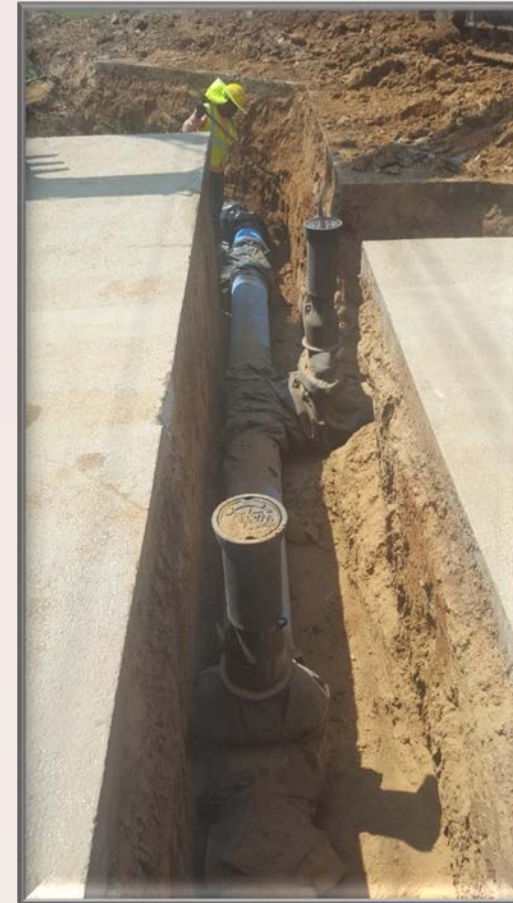
*Multi-year funded project

FY22 Projects



Wastewater	CIP Amount
WW Project 10: Rehabilitation of Priority 2 Manholes	\$150,000
WW Project 5: Quails Path WW Renewal and Road Rehabilitation	\$450,000
Wastewater Total	\$600,000

Water	CIP Amount
Equipment Replacement	\$426,570
L.D. Lockett Pump Station Emergency Generator	\$483,969
Pleasant Run Road Water System Interconnection	\$300,000
Water Project 18: Pecan Park Estates-Design	\$200,000
Woodbriar and Quail Crest Water/WW - PH I Design	\$395,000
Water Total	\$1,805,539



Questions and Discussion



Fiscal Year 2022 – 2026 CAPITAL IMPROVEMENT PROGRAM

Adopted by Resolution No.

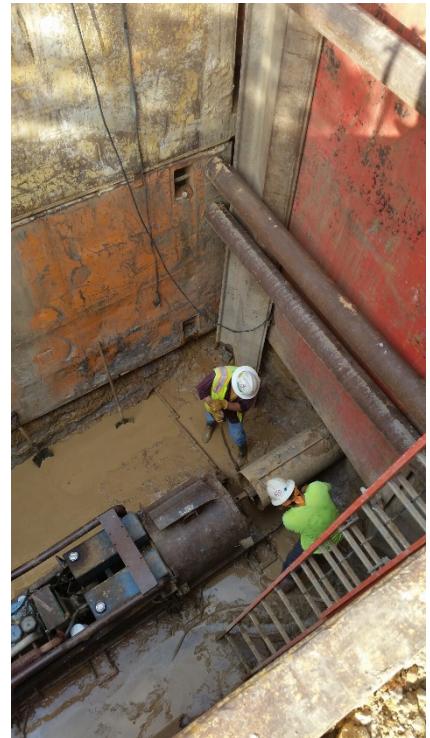


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Overview

In keeping with the City's focus to sustain and plan for Colleyville's long-term needs, the fiscal year 2022 budget includes the City's 5-Year comprehensive Capital Improvement Plan (CIP). This plan identifies planned projects for the next five years, based on funding availability, and a schedule for completion. Capital projects are defined as those projects requiring an investment of \$50,000 or more and that have a useful life of at least five years. The CIP provides an opportunity to consider all of the city's capital needs in the coming years and determine the priority of each, as well as whether available funding resources are sufficient to support those expenditures.

The Capital Projects Fund itself has no dedicated revenue source; any income received is from transfers from other funds, to set aside funding for capital projects that are often multi-year in nature and not appropriate for an annual operating budget. It is also the holding place for street impact fees, perimeter street fees, and other escrows until they are used for eligible purposes. Similarly, the Utility Capital Projects Fund (created in FY 2017) receives funding from transfers from surpluses from the Utility (operating) Fund and revenue from the Utility Capital Projects base rate on utility bills, for use on utility capital projects. It is also the holding place for water and wastewater impact fees, until they are used for eligible utility capital projects. The 5-Year CIP utilizes a variety of funding sources including the City's major operating funds, capital projects funds, special revenue funds, and other entities such as the state and regional grants.

Project descriptions also include information relating to any anticipated operating costs associated with the capital project, however, most capital projects do not require any new operating costs if they are primarily improvement to or replacement of already existing infrastructure.

Capital Revenue Sources and Strategy

The Capital Improvement Plan is simply that – a plan. As such, projects are subject to change based on new or shifting service needs, special financing opportunities, emergency needs, or other directives or priorities established by the Mayor and City Council. Because priorities can change, projects included in outward planning years are not guaranteed for funding. All budgets are constrained by available revenues. Capital projects are prioritized so that available funds are allocated based on need, Council priority, and their impact on service provision. The 5-year Capital Improvement Plan includes funding for a variety of City projects.

Pay as you Go – Capital Projects Fund, Capital Utility Fund, and Drainage Fund

Whenever possible, pay-as-you-go ("operating revenue" or "Transfer from --- Fund") funding is the preferred method of funding CIP projects. These funds provide for a majority of the street maintenance projects as well as drainage and utility related projects.

Colleyville Economic Development Corporation (CEDC)

The Colleyville Economic Development Corporation (CEDC) is funded by a one-half cent sales tax approved by voters in 1996. The ballot language states that the sales tax will "provide for parks and park facilities, a library, a community center, open space improvements, and other facilities and improvements only as authorized by Section 4B of Article 5190.6" of the Local Government Code.

Impact Fees

Transportation, water, and wastewater impact fees are collected throughout the City. These impact fees can only be spent in the Service Area they were collected and/or the specific CIP project identified in the impact fee study.

Tax Increment Financing (TIF) District Fund

Projects included in the original and amended TIF plan are funded through this fund.

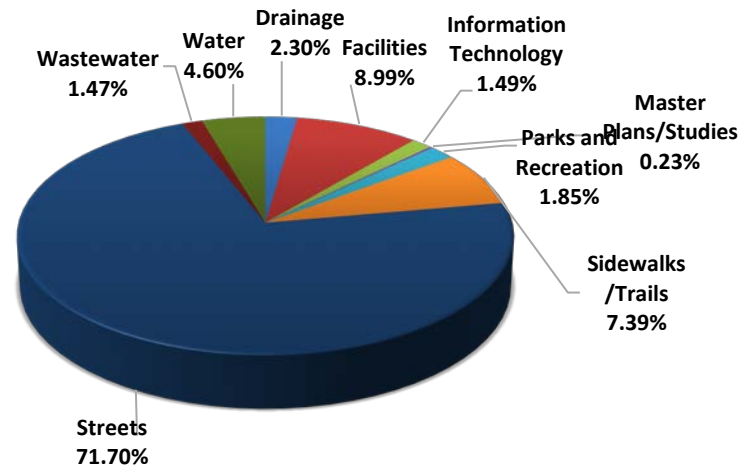
Third Party Partnerships

Funding for various improvements is provided by external sources or third parties. These work efforts are usually associated with individual projects and programs and are developed on a project/program basis. The City continues to aggressively pursue federal, state, and regional grant funding, and have been successful in many of these efforts.

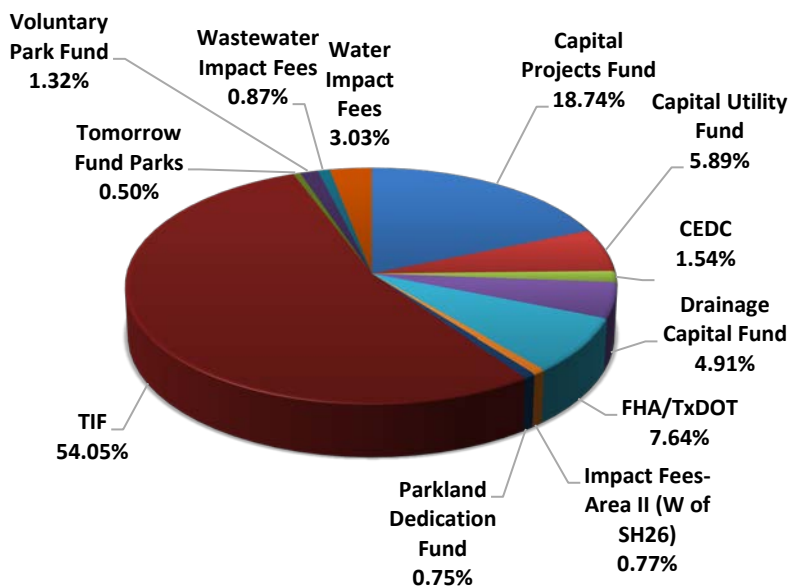
Fiscal Year 2021 Projects by Category and Funding Source

Fiscal Year 2021 Projects by Category

Project Category	Amount
Drainage	\$9,250,000
Facilities	\$3,617,600
Information Technology	\$600,000
Master Plans/Studies	\$90,900
Parks and Recreation	\$745,000
Sidewalks/Trails	\$2,975,000
Streets	\$28,860,000
Wastewater	\$590,000
Water	\$1,850,000
TOTAL	\$40,253,500



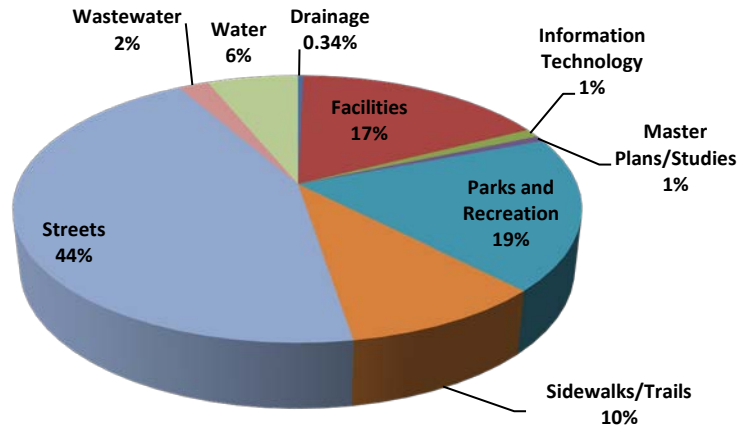
Fiscal Year 2021 Projects by Funding Source



Funding Source	Amount
Capital Projects Fund	\$7,545,000
Capital Utility Fund	\$2,370,000
CEDC	\$620,000
Drainage Capital Fund	\$1,975,000
Grant	\$3,077,000
Impact Fees-Area II (W of SH26)	\$310,000
Parkland Dedication Fund	\$300,000
TIF	\$21,756,500
Tomorrow Fund Parks	\$200,000
Voluntary Park Fund	\$530,000
Wastewater Impact Fees	\$350,000
Water Impact Fees	\$1,220,000
TOTAL	\$40,253,500

Fiscal Year 2022-2026 Capital Improvement Program Total Summary

Colleyville's 2022-2026 CIP identifies projects ranging from new infrastructure and rehabilitation to information technology and equipment. The program projects are grouped into categories and are funded through multiple sources as identified below.

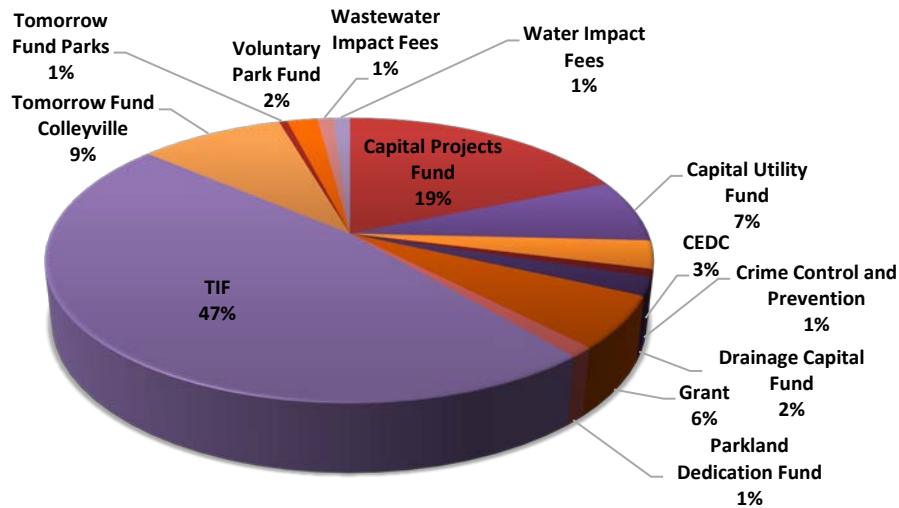


Fiscal Year 2022-2026 Program Categories

Project Category	2022	2023	2024	2025	2026	Total
Drainage	\$100,000	\$800,000	\$300,000	\$400,000	\$300,000	\$1,900,000
Facilities	\$5,015,000	\$2,075,000	\$1,550,000	\$200,000	\$50,000	\$8,890,000
Information Technology	\$300,000	—	—	\$100,000	—	\$400,000
Master Plans/Studies	\$200,000	—	—	—	—	\$200,000
Parks and Recreation	\$5,415,000	\$5,655,000	\$1,300,000	\$525,000	\$325,000	\$13,220,000
Sidewalks/Trails	\$2,850,000	\$1,000,000	\$2,725,000	\$1,850,000	\$2,950,000	\$11,375,000
Streets	\$12,991,000	\$2,922,302	\$3,250,000	\$1,750,000	\$1,000,000	\$21,913,302
Wastewater	\$600,000	\$300,000	—	—	—	\$900,000
Water	\$1,805,539	\$2,075,000	\$3,550,000	\$3,150,000	\$4,250,000	\$14,830,539
Total	\$29,276,539	\$14,827,302	\$12,675,000	\$7,975,000	\$8,875,000	\$73,628,841

Further details of the planned programs/projects are provided in subsequent tables for each project group.

Fiscal Year 2022-2026 Program Funding Sources



Funding Source	2022	2023	2024	2025	2026	Total
Capital Projects Fund	\$5,665,000	\$2,900,000	\$6,600,000	\$3,275,000	\$2,425,000	\$20,865,000
Capital Utility Fund	\$2,067,562	\$2,250,000	\$3,550,000	\$2,900,000	\$1,700,000	\$12,467,562
CEDC	\$925,000	\$375,000	\$1,075,000	\$300,000	\$300,000	\$2,975,000
Crime Control and Prevention	\$250,000	—	—	—	—	\$250,000
Drainage Capital Fund	\$600,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,800,000
Grant	\$1,712,977	\$1,222,302	—	—	—	\$2,935,279
Parkland Dedication Fund	\$329,500	\$180,000	—	\$100,000	—	\$609,500
TIF	\$13,751,000	\$6,300,000	\$900,000	\$750,000	\$2,000,000	\$22,201,000
Tomorrow Fund Colleyville	\$2,665,000	—	—	—	—	\$2,665,000
Tomorrow Fund Parks	\$150,000	\$700,000	—	—	—	\$850,000
Voluntary Library Fund	—	—	—	\$100,000	—	\$100,000
Voluntary Park Fund	\$560,500	\$600,000	\$250,000	—	\$250,000	\$1,660,500
Wastewater Impact Fees	\$300,000	—	—	—	—	\$300,000
Water Impact Fees	\$300,000	—	—	\$250,000	\$1,900,000	\$2,450,000
Total	\$29,276,539	\$14,827,302	\$12,675,000	\$7,975,000	\$8,875,000	\$73,628,841

Program Summaries by Group

Drainage

Drainage improvements are developed to optimize the performance and maintainability of the overall existing system. Projects are identified by utilizing the 2019 Storm Drainage Master Plan, staff recommendations, community input, and review by the Drainage Task Force. All projects requiring funding are reviewed and acted on by the City Council. Investments are made in: rehabilitating degraded open drainage channels to perform as designed and to facilitate ongoing maintenance; staff utilizes technology to inspect various aspects of the underground drainage system to ensure it is performing as designed; and by utilization of the work order system to track and identify recurring drainage problems so that an in-depth investigation can identify underlying causes and develop solutions.

Program Summary: Drainage

Drainage	2022	2023	2024	2025	2026	Total
Drainage Infrastructure						
Drainage Improvements FY2022	\$100,000	—	—	—	—	\$100,000
Drainage Improvements FY2023	—	\$300,000	—	—	—	\$300,000
Drainage Improvements FY2024	—	—	\$300,000	—	—	\$300,000
Drainage Improvements FY2025	—	—	—	\$400,000	—	\$400,000
Drainage Improvements FY2026	—	—	—	—	\$300,000	\$300,000
Drainage Infrastructure Total	\$100,000	\$300,000	\$300,000	\$400,000	\$300,000	\$1,400,000
Rehabilitation						
Drainage Improvements at Nature Center	—	\$400,000	—	—	—	\$400,000
Flood Gates Upgrade	—	\$100,000	—	—	—	\$100,000
Rehabilitation Total	\$0	\$500,000	\$0	\$0	\$0	\$500,000
Drainage Total	\$100,000	\$800,000	\$300,000	\$400,000	\$300,000	\$1,900,000

Facilities

Staff is implementing a Facility Condition Assessment (FCA) approach for City owned facilities. The FCA is planned as a major assessment management tool to develop a comprehensive evaluation of the condition of each facility, as a means to work proactively on scheduled maintenance and repair, as well as assess short-term and long-term investment strategies.

Conducting an FCA involves the collection of data on the condition of each building or facility and categorizing the information into building system components, such as roofing or HVAC. Once the information is gathered for all locations, the evaluation for facility needs can be conducted on a systematic approach where objective determinations can be made based on clear priorities and benchmarks. Conducting an FCA also sets up a system for proactive preventative maintenance which can then alleviate the need for expensive capital replacement.

Program Summary: Facilities

Facilities	2022	2023	2024	2025	2026	Total
Pavement Markings						
Parking Facility Pavement Marking-2022	\$50,000	—	—	—	—	\$50,000
Parking Facility Pavement Marking-2023	—	\$50,000	—	—	—	\$50,000
Parking Facility Pavement Marking-2024	—	—	\$50,000	—	—	\$50,000
Parking Facility Pavement Marking-2025	—	—	—	\$50,000	—	\$50,000
Parking Facility Pavement Marking-2026	—	—	—	—	\$50,000	\$50,000
Pavement Markings Total	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Rehabilitation						
Central Fire Station Interior Renovation	\$125,000	—	—	—	—	\$125,000
City Hall and Library Exterior Cleaning and Sealing	\$300,000	—	—	—	—	\$300,000
Fire Station 3 Renovation	\$250,000	—	—	—	—	\$250,000
Historic Fire Station Renovation	\$100,000	—	—	—	—	\$100,000
Justice Center Exterior Cleaning and Sealing	\$350,000	—	—	—	—	\$350,000
Justice Center Exterior Safety Enhancements	\$450,000	—	—	—	—	\$450,000
Senior Center Renovations	\$3,065,000	—	—	—	—	\$3,065,000
Sparger Park Restroom Facility Renovation	\$75,000	—	—	—	—	\$75,000
Historic Fire Station Renovation-2023	—	\$50,000	—	—	—	\$50,000
Justice Center - Bitumen Roof	—	\$250,000	—	—	—	\$250,000
Pleasant Run Competition Field Restroom Facility Renovation	—	\$75,000	—	—	—	\$75,000

Senior Center Renovations-2023	—	\$1,000,000	—	—	—	\$1,000,000
City Hall - Boiler Replacement	—	—	\$200,000	—	—	\$200,000
Justice Center Interior Renovation	—	—	\$500,000	—	—	\$500,000
City Hall Dumpster Enclosure and Storage Facility	—	—	—	\$150,000	—	\$150,000
Rehabilitation Total	\$4,715,000	\$1,375,000	\$700,000	\$150,000	\$0	\$6,940,000
Equipment						
Fire Station 3 Backup Generator	\$250,000	—	—	—	—	\$250,000
Central Fire Station Backup Generator	—	\$400,000	—	—	—	\$400,000
Fire Station 2 Backup Generator	—	\$250,000	—	—	—	\$250,000
Justice Center Backup Generator	—	—	\$400,000	—	—	\$400,000
Public Works Service Center Emergency Generator	—	—	\$400,000	—	—	\$400,000
Equipment Total	\$250,000	\$650,000	\$800,000	\$0	\$0	\$1,700,000
Facilities Total	\$5,015,000	\$2,075,000	\$1,550,000	\$200,000	\$50,000	\$8,890,000

Information Technology

The City of Colleyville partnered with the City of Grapevine and the Grapevine/Colleyville Independent School District to install additional fiber optic throughout the City. This initiative will ensure the city has the bandwidth and connections to support current systems but will also grow to meet the technology needs of the City's departments.

Program Summary: Information Technology

Information Technology	2022	2023	2024	2025	2026	Total
New Construction						
Fiber Optic	\$300,000	—	—	—	—	\$300,000
New Construction Total	\$300,000	\$0	\$0	\$0	\$0	\$300,000
Equipment						
Library Equipment Replacement	—	—	—	\$100,000	—	\$100,000
Equipment Total	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Information Technology Total	\$300,000	\$0	\$0	\$100,000	\$0	\$400,000

Master Plans/Studies (Systems, Operational, and Legislative Mandates)

Master Plans are developed to provide a road map for future facilities to be installed and/or updated generally within a 20-year timeframe. The City has several System Master Plans which provide guidance in prioritizing projects. These include the 2014 Water and Wastewater Master Plan, 2018 Parks, Recreation, and Open Space Master Plan, and the 2019 Storm Drainage Master Plan, currently in progress.

Studies are initiated to periodically review and update associated fees for water, wastewater, drainage and impact fees. Impact fee studies determine future projects and ensure the associated water, wastewater, and roadway impact fees are appropriate.

Program Summary: Master Plans/Studies

Master Plans/Studies	2022	2023	2024	2025	2026	Total
Wastewater Renewals						
Lift Stations Condition Assessment	\$75,000	—	—	—	—	\$75,000
Wastewater Renewals Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Water Renewals						
Water Project 3: Elevated Storage Tank-Study	\$50,000	—	—	—	—	\$50,000
Water Renewals Total	\$50,000	\$0	\$0	\$0	\$0	\$50,000
Street Network						
Pavement Condition Assessment	\$75,000	—	—	—	—	\$75,000
Street Network Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Master Plans/Studies Total	\$200,000	\$0	\$0	\$0	\$0	\$200,000

Parks and Recreation

The Colleyville 2018 Parks, Recreation, and Open Space Master Plan provides direction on program offerings, facility construction and management, general capital improvements, and park amenities. This plan is also intended to establish goals, objectives, policies, and standards to help guide the future development of the City's parks, recreation, and open space system. Parks improvements are identified by the priorities established through the various boards, committee, and maintenance needs. All projects requiring funding are reviewed and approved by the City Council.

Program Summary: Parks and Recreation

Parks and Recreation	2022	2023	2024	2025	2026	Total
New Construction						
City Park New Amenity	\$700,000	—	—	—	—	\$700,000
Colleyville Gateways-2022	\$4,000,000	—	—	—	—	\$2,500,000
Overland Park Amenity Phase II	\$150,000	—	—	—	—	\$150,000
Senior Center Monument Sign and Landscape	\$60,000	—	—	—	—	\$60,000
Colleyville Gateways-2023	—	\$4,500,000	—	—	—	\$4,500,000
Dog Park/Splash Pad	—	\$700,000	—	—	—	\$700,000
Senior Center Park Trees	—	\$100,000	—	—	—	\$100,000
City Park Playground/Splash Pad	—	—	\$200,000	—	—	\$200,000
Senior Center Park Playground	—	—	\$200,000	—	—	\$200,000
Senior Center Outdoor Fitness	—	—	—	\$200,000	—	\$200,000
Senior Center Splash Pad	—	—	—	\$250,000	—	\$250,000
City Park Playground/Splash Pad	—	—	—	—	\$250,000	\$250,000
New Construction Total	\$4,910,000	\$5,300,000	\$400,000	\$450,000	\$250,000	\$11,310,000
Rehabilitation						
City Park Event Fence	\$30,000	—	—	—	—	\$30,000
Fire Stations 2 and 3 Landscape Improvements	\$50,000	—	—	—	—	\$50,000
Justice Center Pond Beautification	\$250,000	—	—	—	—	\$250,000
Park Beautification-2022	\$50,000	—	—	—	—	\$50,000
Park Signage/Branding Program-2022	\$50,000	—	—	—	—	\$50,000
Parkway Tree Removal and Replacement-2022	\$75,000	—	—	—	—	\$75,000
City Park Tennis Lights Replacement (LED)	—	\$150,000	—	—	—	\$150,000

Parks and Recreation	2022	2023	2024	2025	2026	Total
Park Beautification-2023	—	\$50,000	—	—	—	\$50,000
Parkway Tree Removal and Replacement-2023	—	\$75,000	—	—	—	\$75,000
Kimzey Park Playground Improvements	—	—	\$500,000	—	—	\$500,000
McPherson Park Restrom Renovation	—	—	\$125,000	—	—	\$125,000
Park Beautification-2024	—	—	\$50,000	—	—	\$50,000
Parkway Tree Removal and Replacement-2024	—	—	\$75,000	—	—	\$75,000
Sand Volleyball Pit Rehabilitation (McPherson & Kimzey Parks)	—	—	\$50,000	—	—	\$50,000
Woodbriar Park Improvements	—	—	\$100,000	—	—	\$100,000
Parkway Tree Removal and Replacement-2025	—	—	—	\$75,000	—	\$75,000
Parkway Tree Removal and Replacement-2026	—	—	—	—	\$75,000	\$75,000
Rehabilitation Total	\$505,000	\$275,000	\$900,000	\$75,000	\$75,000	\$1,830,000
Equipment						
Reagan Park Perry Weather	—	\$80,000	—	—	—	\$80,000
Equipment Total	\$0	\$80,000	\$0	\$0	\$0	\$80,000
Parks and Recreation Total	\$5,415,000	\$5,655,000	\$1,300,000	\$525,000	\$325,000	\$13,220,000

Sidewalks/Trails

Sidewalk/trail improvements encompass the installation of new sidewalk/trail segments, removal of obstructions along existing segments, and improvements to access ramps to ensure compliance with accessibility standards. Sidewalk/trail improvements are targeted to improve pedestrian mobility and access around schools, recreation areas, community centers, and other high pedestrian uses.

Program Summary: Sidewalks/Trails

Sidewalks/Trails	2022	2023	2024	2025	2026	Total
New Construction						
Annual Small Segment Sidewalk/Trail Construction FY2022	\$550,000	—	—	—	—	\$550,000
Bransford Rd Trail (Field St to Cotton Belt Trail)-Construction	\$900,000	—	—	—	—	\$900,000
Nature Center Trail- Construction	\$1,000,000	—	—	—	—	\$1,000,000
Annual Small Segment Sidewalk/Trail Construction FY2023	—	\$550,000	—	—	—	\$550,000
Annual Small Segment Sidewalk/Trail Construction FY2024	—	—	\$550,000	—	—	\$550,000
Bedford Rd Trail (Glade to Cheek-Sparger)-Construction	—	—	\$1,500,000	—	—	\$1,500,000
Jackson Rd Trail (Cheek-Sparger to Shenendoah)-Design	—	—	\$125,000	—	—	\$125,000
Annual Small Segment Sidewalk/Trail Construction FY2025	—	—	—	\$550,000	—	\$550,000
Jackson Rd Trail (Cheek-Sparger to Shenendoah)-Construction	—	—	—	\$400,000	—	\$400,000
Nature Center Trail PH2a- Construction	—	—	—	\$500,000	—	\$500,000
Annual Small Segment Sidewalk/Trail Construction FY2026	—	—	—	—	\$550,000	\$550,000
Nature Center Trail PH2b- Construction	—	—	—	—	\$2,000,000	\$2,000,000
New Construction Total	\$2,450,000	\$550,000	\$2,175,000	\$1,450,000	\$2,550,000	\$9,175,000
Rehabilitation						
Misc Concrete Rehabilitation FY2022	\$400,000	—	—	—	—	\$400,000
Cheek-Sparger Trail-Design	—	\$50,000	—	—	—	\$50,000
Misc Concrete Rehabilitation FY2023	—	\$400,000	—	—	—	\$400,000
Cheek-Sparger Trail	—	—	\$150,000	—	—	\$150,000
Misc Concrete Rehabilitation FY2024	—	—	\$400,000	—	—	\$400,000

Sidewalks/Trails	2022	2023	2024	2025	2026	Total
Misc Concrete Rehabilitation FY2025	—	—	—	\$400,000	—	\$400,000
Misc Concrete Rehabilitation FY2026	—	—	—	—	\$400,000	\$400,000
Rehabilitation Total	\$400,000	\$450,000	\$550,000	\$400,000	\$400,000	\$2,200,000
Sidewalks/Trails Total	\$2,850,000	\$1,000,000	\$2,725,000	\$1,850,000	\$2,950,000	\$11,375,000

Streets

The Street Capital Improvement Strategy is driven by its mission to provide a safe and reliable street system for effective movement of people, goods and services. The CIP is developed from many sources within the City as well as exterior sources. These sources include:

- **Master Plans.** Master Plans are developed to provide a strategic plan for future infrastructure to be installed generally within a 20 plus year timeframe.
- **Collaboration with other Public Entities.** Ongoing collaboration with other public entities occurs such that transportation/street plans are coordinated and facilities integrated to create a seamless street system. Organizations include surrounding Cities, NCTCOG, TxDOT, and Tarrant County.
- **Corporate Priorities.** Street System improvements are provided in support of City Council- approved priority programs for the development of the City.
- **Legislative and Regulatory Mandates.** The Federal Government through the U.S. Department of Transportation (USDOT) and the Texas Legislature through the Texas Department of Transportation (TxDOT) regulate many standards for the design and operation of associated street components. Compliance with these regulations is typically related to traffic control signage, pavement markings, and various forms of traffic signals.
- **Condition Assessment and Maintenance History.** Staff routinely reviews the operation and maintenance records of the various elements of the Street System infrastructure for rehabilitation to extend the operating life of the asset and minimize maintenance costs by applying appropriate techniques at the most effective time intervals. These types of projects are identified through street assessment studies and the review of maintenance records to identify the appropriate rehabilitation or reconstruction technique that should be applied.
- **CIP Priority Criteria**
The Street System CIP is directly linked to the goals of: mobility, public safety, improving neighborhoods and communities, and retaining/encouraging economic growth. The specific goals and project prioritization are aligned with citywide strategic goals as reflected in the capital project prioritization system.

Reconstruction of failing streets, and application of various rehabilitation techniques to extend the life cycle of the street such as mill and overlays, overlays, joint/crack sealing, concrete panel/base failure repair, and asphalt sealing and resurfacing. Sub-categories within streets include the following:

- **Bridges:** These improvements include the rehabilitation and/or reconstruction of existing bridges where rehabilitation would not be cost effective. The City utilizes funding to partner with TxDOT and neighboring cities in the rehabilitation of bridge structures such that Federal Bridge monies are maximized. The Pleasant Run Bridge is complete and the Jackson Road Bridge is scheduled to be rehabilitated and/or reconstructed. Funding will be through grants and local match.
- **Intersection Improvements:** Safety and capacity improvements at existing intersections include Glade Road at Bluebonnet, roundabouts at Glade Road and Riverwalk Drive; McDonwell School Road and Westcoat Drive; and John McCain Road at Westcoat Drive, and the addition of a right turn lane on L.D. Lockett Road at Precinct Line Road.
- **Pavement Markings:** Rehabilitation of existing pavement markings throughout the street system encompassing: lane lines, railroad crossings, crosswalks, and school zones.

- **School & Neighborhood Safety:** Rehabilitation and upgrading of existing school zones with new signage, pavement markings, flashing beacons; and neighborhood speed awareness/warning devices to better manage travel speeds in residential areas.
- **Street Lighting:** Installation of new street lighting in unlighted areas and or rehabilitation of existing lighting systems including new lighting along the SH26 corridor.
- **Traffic Signals:** Installation of new traffic signals, system and communication network elements, and the rehabilitation of existing signals and system components.

Program Summary: Streets

STREETS	2022	2023	2024	2025	2026	Total
Bridges						
John McCain Bridge Expansion	\$200,000	—	—	—	—	\$200,000
Jackson Road Bridge Renovation-Construction	—	\$1,222,302	—	—	—	\$1,222,302
BRIDGES TOTAL	\$200,000	\$1,222,302	\$0	\$0	\$0	\$1,422,302
Intersection Improvements						
Glade Road at Bluebonnet Drive	\$1,900,000	—	—	—	—	\$1,900,000
Intersection Improvements Total	\$1,900,000	\$0	\$0	\$0	\$0	\$1,900,000
Pavement Markings						
Street Pavement Marking-2022	\$100,000	—	—	—	—	\$100,000
Street Pavement Marking-2023	—	\$100,000	—	—	—	\$100,000
Street Pavement Marking-2024	—	—	\$100,000	—	—	\$100,000
Street Pavement Marking-2025	—	—	—	\$100,000	—	\$100,000
Street Pavement Marking-2026	—	—	—	—	\$100,000	\$100,000
Pavement Markings Total	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
Reconstruction						
Cheek-Sparger Road (San Bar to Brown Trail) - Design	\$26,000	—	—	—	—	\$26,000
Glade Road (Phase 2 - SH26 to Pool) - FY22 Construction	\$6,000,000	—	—	—	—	\$6,000,000
Roberts Road - Construction	\$1,000,000	—	—	—	—	\$1,000,000
Water Project 11: Tinker Road Water/Drainage/Road Reconstruction	\$2,700,000	—	—	—	—	\$2,700,000
Cheek-Sparger Road (San Bar to Brown Trail) - Construction Overruns	—	\$200,000	—	—	—	\$200,000
Cooks and Waller Lane-Design and ROW	—	\$500,000	—	—	—	\$500,000
Brown Trail Rehabilitation	—	—	\$750,000	—	—	\$750,000

STREETS	2022	2023	2024	2025	2026	Total
Cooks and Waller Lane	—	—	\$750,000	—	—	\$750,000
Reconstruction Total	\$9,726,000	\$700,000	\$1,500,000	\$0	\$0	\$11,926,000
Rehabilitation						
Bluebonnet Drive Rehabilitation	\$90,000	—	—	—	—	\$90,000
Street Maintenance County-2022	\$400,000	—	—	—	—	\$400,000
Street Maintenance Program-2022	\$500,000	—	—	—	—	\$500,000
Street Maintenance County-2023	—	\$400,000	—	—	—	\$400,000
Street Maintenance Program-2023	—	\$500,000	—	—	—	\$500,000
Street Concrete Panel Replacement-2024	—	—	\$750,000	—	—	\$750,000
Street Maintenance County-2024	—	—	\$400,000	—	—	\$400,000
Street Maintenance Program-2024	—	—	\$500,000	—	—	\$500,000
Street Concrete Panel Replacement-2025	—	—	—	\$750,000	—	\$750,000
Street Maintenance County-2025	—	—	—	\$400,000	—	\$400,000
Street Maintenance Program-2025	—	—	—	\$500,000	—	\$500,000
Street Maintenance County-2026	—	—	—	—	\$400,000	\$400,000
Street Maintenance Program-2026	—	—	—	—	\$500,000	\$500,000
Rehabilitation Total	\$990,000	\$900,000	\$1,650,000	\$1,650,000	\$900,000	\$6,090,000
School and Neighborhood Safety						
Flashing Lights for Pedestrian Crosswalks-2022	\$75,000	—	—	—	—	\$75,000
School And Neighborhood Safety Total	\$75,000	\$0	\$0	\$0	\$0	\$75,000
Streets Total	\$12,991,000	\$2,922,302	\$3,250,000	\$1,750,000	\$1,000,000	\$21,913,302

Wastewater and Water Renewals

Various projects were identified in the 2014 Water and Wastewater Master Plan, requiring investments to improve water and wastewater infrastructure. In addition, staff routinely review the operation and maintenance records of water and wastewater mains and facilities for rehabilitation or replacement needs due to high maintenance costs.

Program Summary: Wastewater

Wastewater	2022	2023	2024	2025	2026	Total
Wastewater Renewals						
WW Project 10: Rehabilitation of Priority 2 Manholes	\$150,000	—	—	—	—	\$150,000
WW Project 5: Quails Path WW Renewal and Road Rehabilitation	\$450,000	—	—	—	—	\$450,000
Tara Wastewater Improvement	—	\$300,000	—	—	—	\$300,000
Wastewater Total	\$600,000	\$300,000	\$0	\$0	\$0	\$900,000

Program Summary: Water

Water	2022	2023	2024	2025	2026	Total
Water Renewals						
Pleasant Run Road Watersystem Interconnection	\$300,000	—	—	—	—	\$300,000
Water Project 18: Pecan Park Estates- Design	\$200,000	—	—	—	—	\$200,000
Woodbriar and Quail Crest Water/WW - PH I Design	\$395,000	—	—	—	—	\$395,000
Water Project 18: Pecan Park Estates- Construction	—	\$2,025,000	—	—	—	\$2,025,000
Woodbriar and Quail Crest Water/WW - PH I Construction	—	—	\$3,300,000	—	—	\$3,300,000
Woodbriar and Quail Crest Water/WW - PH II Design	—	—	\$250,000	—	—	\$250,000
Water Project 5: Brighton Oaks - Design	—	—	—	\$250,000	—	\$250,000
Woodbriar and Quail Crest Water/WW - PH II Construction	—	—	—	\$2,500,000	—	\$2,500,000
Woodbriar and Quail Crest Water/WW - PH III Design	—	—	—	\$150,000	—	\$150,000
Water Project 17: Monticello - Design	—	—	—	—	\$200,000	\$200,000
Water Project 5: Brighton Oaks Water/Street Rehabilitation	—	—	—	—	\$2,550,000	\$2,550,000
Woodbriar and Quail Crest Water/WW - PH III Construction	—	—	—	—	\$1,500,000	\$1,500,000
Water Renewals Total	\$895,000	\$2,025,000	\$3,550,000	\$2,900,000	\$4,250,000	\$13,620,000
Equipment						
Equipment Replacement	\$426,570	—	—	—	—	\$426,570
L.D. Lockett Pump Station Emergency Generator	\$483,969	—	—	—	—	\$483,969
L.D. Lockett Pump Station Chlorine Rooms	—	\$50,000	—	—	—	\$50,000
Water Tower Tank Mixers	—	—	—	\$250,000	—	\$250,000
EQUIPMENT TOTAL	\$910,539	\$50,000	\$0	\$250,000	\$0	\$1,210,539
Water Total	\$1,805,539	\$2,075,000	\$3,550,000	\$3,150,000	\$4,250,000	\$14,830,539

Exhibits

- A. Fiscal Year 2022 Individual Project Pages
- B. Fund Balance
- C. 5 Year Capital Improvement Plan FY2022-2026 - Project List



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

2022

Drainage

Drainage Improvements FY2022

Program Description

This project will provide for drainage improvements based upon the Storm Drainage Master Plan.

Strategic Plan Connection

3.3 Mitigate stormwater runoff and flooding risks

Total Project Cost **\$100,000**

Category	Type	Funding Source	2022
Drainage	Drainage Infrastructure	Drainage Capital Fund	\$100,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Facilities

Central Fire Station Interior Renovation

Program Description

This project will replace the kitchen cabinets, carpet,, and buff and seal the concrete stained flooring at the Central Fire Station.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost **\$125,000**

Category	Type	Funding Source	2022
Facilities	Rehabilitation	TIF	\$125,000.00

City Hall and Library Exterior Cleaning and Sealing

Program Description

This project will rehabilitate the exterior of the City Hall/Library complex. The exterior surfaces will be cleaned, sealed, and painted..

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost **\$300,000**

Category	Type	Funding Source	2022
Facilities	Rehabilitation	TIF	\$300,000.00

Fire Station 3 Backup Generator

Program Description

The project will replace the existing back up generator that failed during the winter weather event in February 2021 for Fire Station 3 to provide emergency energy in the event of power outage.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost **\$250,000**

Category	Type	Funding Source	2022
Facilities	Equipment	Capital Projects Fund	\$250,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Fire Station 3 Renovation

Program Description

This project will provide for the rehabilitation of Fire Station 3. Items include the renovation of restrooms, flooring, interior and exterior paint, replacement roof, gutters, and downspouts.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$250,000

Category	Type	Funding Source	2022
Facilities	Rehabilitation	Capital Projects Fund	\$250,000.00

Historic Fire Station Renovation

Program Description

This request is for the renovation and beautification of the fire department annex building located at 1900 Hall Johnson Rd. Within this request is the reinforcement of the interior side of the sheet metal walls to support the exterior stucco addition. The exterior will be adorned with stucco above a masonry veneer.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$100,000

Category	Type	Funding Source	2022
Facilities	Rehabilitation	TIF	\$100,000.00

Justice Center Exterior Cleaning and Sealing

Program Description

This project will clean, seal, paint, and repair the exterior surface of the Justice Center facility.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$350,000

Category	Type	Funding Source	2022
Facilities	Rehabilitation	Capital Projects Fund	\$350,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Justice Center Exterior Safety Enhancements

Program Description

This project will install covered parking, a brick fence at the rear perimeter of the property, and security gate with electronic card access.

Strategic Plan Connection

3.4 Thoroughly plan for future capital investments and associated costs

Total Project Cost \$450,000

Category	Type	Funding Source	2022
Facilities	Rehabilitation	Crime Control and Prevention	\$250,000.00
Facilities	Rehabilitation	TIF	\$200,000.00

Parking Facility Pavement Marking-2022

Program Description

The Facility Pavement Marking program targets the rehabilitation of existing pavement markings for City owned facilities.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$50,000

Category	Type	Funding Source	2022
Facilities	Pavement Markings	Capital Projects Fund	\$50,000.00

Senior Center Renovations

Program Description

This project will provide major renovations to the Senior Center facility.

Strategic Plan Connection

5.2 Support a variety of community events, concerts and celebrations

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$3,065,000

Category	Type	Funding Source	2022
Facilities	Rehabilitation	Tomorrow Fund Colleyville	\$2,565,000.00
Facilities	Rehabilitation	CEDC	\$500,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Sparger Park Restroom Facility Renovation

Program Description

This project consists of renovating the restroom facilities at Sparger Park.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$75,000

Category	Type	Funding Source	2022
Facilities	Rehabilitation	CEDC	\$75,000.00

Information Technology

Fiber Optic

Program Description

This is a fiber project that will span approximately six years combining the financial resources of the cities of Colleyville, Grapevine, and the Grapevine/Colleyville Independent School District (GCISD). The City of Grapevine, acting as a contractor, will bore several miles of underground conduit throughout Colleyville and Grapevine to help all three entities deliver fiber to all of their internal buildings in order to replace costly annual fiber leases from internet service providers.

Strategic Plan Connection

2.3 Effectively leverage information technology

Total Project Cost \$300,000

Category	Type	Funding Source	2022
Information Technology	New Construction	TIF	\$300,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Master Plans/Studies

Lift Stations Condition Assessment

Program Description

This project will provide for a conditional assessment of the lift stations currently in operation.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$75,000

Category	Type	Funding Source	2022
Master Plans/Studies	Wastewater Renewals	Capital Utility Fund	\$75,000.00

Pavement Condition Assessment

Program Description

Utilizing advanced survey technology, information on pavement distresses and structural strength will be collected for the street network. The pavement condition index (PCI), as a condition rating index, assists with developing rehabilitation and replacement strategies for the street network.

Strategic Plan Connection

3.4 Thoroughly plan for future capital investments and associated costs

Total Project Cost \$75,000

Category	Type	Funding Source	2022
Master Plans/Studies	Street Network	Capital Projects Fund	\$75,000.00

Water Project 3: Elevated Storage Tank-Study

Program Description

Hydraulic study to evaluate any significant potential system improvements gained through the addition of a new 1MG storage tank as identified in the 2014 Water and Wastewater Master Plan.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$50,000

Category	Type	Funding Source	2022
Master Plans/Studies	Water Renewals	Capital Utility Fund	\$50,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Parks and Recreation

City Park Event Fence

Program Description

This project consists of replacing the existing fence at City Park with fencing that can be removed during special events.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$30,000

Category	Type	Funding Source	2022
Parks and Recreation	Rehabilitation	Voluntary Park Fund	\$30,000.00

City Park New Amenity

Program Description

This project consists of constructing a new amenity at the City Park Facility.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$700,000

Category	Type	Funding Source	2022
Parks and Recreation	New Construction	Voluntary Park Fund	\$280,500.00
Parks and Recreation	New Construction	Tomorrow Fund Parks	\$90,000.00
Parks and Recreation	New Construction	Parkland Dedication Fund	\$329,500.00

Colleyville Gateways-2022

Program Description

This project is for the landscape and beautification to the Colleyville Gateways. Improvements include tower structures, wall fountain, retaining walls, and miscellaneous appurtenances. This is a multi-year funded project.

Strategic Plan Connection

3.4 Thoroughly plan for future capital investments and associated costs

Total Project Cost \$4,000,000

Category	Type	Funding Source	2022
Parks and Recreation	New Construction	TIF	\$4,000,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Fire Stations 2 and 3 Landscape Improvements

Program Description

This project will make landscape improvements to Fire Stations 2 and 3.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$50,000

Category	Type	Funding Source	2022
Parks and Recreation	Rehabilitation	CEDC	\$50,000.00

Justice Center Pond Beautification

Program Description

This project will make landscape improvements to water feature at the Justice Center.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$250,000

Category	Type	Funding Source	2022
Parks and Recreation	Rehabilitation	Tomorrow Fund Colleyville	\$100,000.00
Parks and Recreation	Rehabilitation	Drainage Capital Fund	\$150,000.00

Overland Park Amenity Phase II

Program Description

This project consists of the second phase of constructing new amenities at the Overland Park Facility.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$150,000

Category	Type	Funding Source	2022
Parks and Recreation	New Construction	Voluntary Park Fund	\$150,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Park Beautification-2022

Program Description

This project will make landscape improvements to the parks.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$50,000

Category	Type	Funding Source	2022
Parks and Recreation	Rehabilitation	Voluntary Park Fund	\$50,000.00

Park Signage/Branding Program-2022

Program Description

This project will provide for branding and subsequent replacement of park signage.

Strategic Plan Connection

5.1 Create and sustain an identifiable Colleyville Brand

Total Project Cost \$50,000

Category	Type	Funding Source	2022
Parks and Recreation	Rehabilitation	Voluntary Park Fund	\$50,000.00

Parkway Tree Removal and Replacement-2022

Program Description

Design project plans and specifications and the removal and replacement of trees along the parkways within the City.

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$75,000

Category	Type	Funding Source	2022
Parks and Recreation	Rehabilitation	Capital Projects Fund	\$75,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Senior Center Monument Sign and Landscape

Program Description

This project consists of constructing a new monument sign and landscape improvements at the Senior Center

Strategic Plan Connection

5.3 Provide attractive facilities for leisure and recreation

Total Project Cost \$60,000

Category	Type	Funding Source	2022
Parks and Recreation	New Construction	Tomorrow Fund Parks	\$60,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Sidewalks/Trails

Annual Small Segment Sidewalk/Trail Construction FY2022

Program Description

This project is to provide for the construction to connect missing segments along sidewalks and or trails.

Strategic Plan Connection

3.4 Thoroughly plan for future capital investments and associated cost

Total Project Cost \$550,000

Category	Type	Funding Source	2022
Sidewalks/Trails	New Construction	CEDC	\$300,000.00
Sidewalks/Trails	New Construction	Capital Projects Fund	\$250,000.00

Bransford Rd Trail (Field St to Cotton Belt Trail)-Construction

Program Description

This project is to provide for the construction of a trail along Bransford Road from Field Street to the Cotton Belt Trail

Strategic Plan Connection

3.4 Thoroughly plan for future capital investments and associated cost

Total Project Cost \$900,000

Category	Type	Funding Source	2022
Sidewalks/Trails	New Construction	Capital Projects Fund	\$900,000.00

Misc Concrete Rehabilitation-2022

Program Description

This project will provide for sidewalk improvements that encompass the rehabilitation of sidewalk segments, removal of obstructions along existing segments, and improvements to access ramps, as well as the replacement of concrete street panels.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$400,000

Category	Type	Funding Source	2022
Sidewalks/Trails	Rehabilitation	Capital Projects Fund	\$400,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Nature Center Trail-Construction

Program Description

This project is to provide for the construction of a trail from the Nature Center to SH26.

Strategic Plan Connection

3.4 Thoroughly plan for future capital investments and associated cost

Total Project Cost \$1,000,000

Category	Type	Funding Source	2022
Sidewalks/Trails	New Construction	TIF	\$1,000,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Streets

Bluebonnet Drive Rehabilitation

Program Description

This project will rehabilitate Bluebonnet Drive in its current configuration.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets.
5.4 Actively seek public/private partnerships

Total Project Cost \$90,000

Category	Type	Funding Source	2022
Streets	Rehabilitation	Capital Projects Fund	\$90,000.00

Cheek-Sparger Road (San Bar to Brown Trail) - Design

Program Description

Design project plans and specifications for the road reconstruction and upsizing of the waterline at Cheek-Sparger Road from San Bar to Brown Trail.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$26,000

Category	Type	Funding Source	2022
Streets	Reconstruction	TIF	\$26,000.00

Flashing Lights for Pedestrian Crosswalks-2022

Program Description

This project will provide for the purchase and installation of flashing lights at pedestrian crosswalks to enhance safety.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$75,000

Category	Type	Funding Source	2022
Streets	School and Neighborhood Safety	Capital Projects Fund	\$75,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Glade Road (Phase 2 - SH26 to Pool) - FY22 Construction

Program Description

This project includes reconstruction of Glade Road from SH26 to Pool Road.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$6,000,000

Category	Type	Funding Source	2022
Streets	Reconstruction	TIF	\$6,000,000.00

Glade Road at Bluebonnet Drive

Program Description

This project includes the lowering of Bluebonnet Drive at Glade Road.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$1,900,000

Category	Type	Funding Source	2022
Streets	Intersection Improvements	Grant	\$1,200,000.00
Streets	Intersection Improvements	TIF	\$700,000.00

John McCain Bridge Expansion

Program Description

This project will include replacement of the bridge along John McCain Road west of Monticello Parkway and crossing White Chapel Creek.

Strategic Plan Connection

3.3 Mitigate stormwater runoff and flooding risks

Total Project Cost \$200,000

Category	Type	Funding Source	2022
Streets	Bridges	Grant	\$150,000.00
Streets	Bridges	Drainage Capital Fund	\$50,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Roberts Road - Construction

Program Description

This project provides for the rehabilitation of Roberts Road from Glade Road to the Grapevine city limits.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$1,000,000

Category	Type	Funding Source	2022
Streets	Reconstruction	TIF	\$1,000,000.00

Street Maintenance County-2022

Program Description

The Local Street Maintenance Program consists of multiple techniques including mill and overlay, asphalt overlay, micro-resurfacing, base repairs (patching), and crack sealing of public streets in order to preserve and extend the life of the pavement. Projects are completed by either an ILA with Tarrant County or through bidding procedures.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$400,000

Category	Type	Funding Source	2022
Streets	Rehabilitation	Capital Projects Fund	\$400,000.00

Street Maintenance Program-2022

Program Description

The Local Street Maintenance Program consists of multiple techniques including mill and overlay, asphalt overlay, micro-resurfacing, base repairs (patching), and crack sealing of public streets in order to preserve and extend the life of the pavement. Projects are completed by either an ILA with Tarrant County or through bidding procedures.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$500,000

Category	Type	Funding Source	2022
Streets	Rehabilitation	Capital Projects Fund	\$500,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Street Pavement Marking-2022

Program Description

The Street Pavement Marking program targets the rehabilitation of existing pavement markings throughout the street system such as lane lines, railroad crossings, crosswalks, and school zones.

Strategic Plan Connection

3.1 Upgrade the condition of major roads and neighborhood streets

Total Project Cost \$100,000

Category	Type	Funding Source	2022
Streets	Pavement Markings	Capital Projects Fund	\$100,000.00

Water Project 11: Tinker Road Water/Drainage/Road Reconstruction

Program Description

The project includes installation ~2,570 feet of 10" PVC water lines along Tinker Road, as identified in the 2014 Water and Wastewater Master Plan. This project will rehabilitate Tinker Road from Pleasant Run to Highway 26.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$2,700,000

Category	Type	Funding Source	2022
Streets	Reconstruction	Water Impact Fees	\$300,000.00
Streets	Reconstruction	Wastewater Impact Fees	\$300,000.00
Streets	Reconstruction	Drainage Capital Fund	\$300,000.00
Streets	Reconstruction	Capital Projects Fund	\$1,800,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Wastewater

WW Project 10: Rehabilitation of Priority 2 Manholes

Program Description

This project involves the rehabilitation of Priority 2 manholes throughout the City identified in the manhole assessment in conjunction with the formation of the Master Plan.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$150,000

Category	Type	Funding Source	2022
Wastewater	Wastewater Renewals	Capital Utility Fund	\$150,000.00

WW Project 5: Quails Path WW Renewal and Road Rehabilitation

Program Description

The project includes replacement of 8-inch and 10-inch sanitary sewer line with 10-inch PVC along Quail's Path and LD Lockett as identified in the 2014 Water and Wastewater Master Plan. This project will rehabilitate a portion of Quails Path (approximately 800 feet) after the completion of the wastewater project.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$450,000

Category	Type	Funding Source	2022
Wastewater	Wastewater Renewals	Capital Utility Fund	\$350,000.00
Wastewater	Wastewater Renewals	Capital Projects Fund	\$100,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Water

Equipment Replacements

Program Description

This project will replace heavy equipment utilized in the Public Works Water/Wastewater Division.

Strategic Plan Connection

3.2 Ensure regular replacement of water and wastewater facilities

Total Project Cost \$426,570

Category	Type	Funding Source	2022
Water	Equipment	Capital Utility Fund	\$426,570.00

L.D. Lockett Pump Station Emergency Generator

Program Description

The project will design project plans and specifications and construction of a backup generator at the LD Lockett pump station to provide emergency energy in the event of power outage.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$483,969

Category	Type	Funding Source	2022
Water	Equipment	Grant	\$362,977.00
Water	Equipment	Capital Utility Fund	\$120,992.00

Pleasant Run Road Water System Interconnection

Program Description

The project includes the interconnection of the water system between the Cities of Colleyville and Southlake.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$300,000

Category	Type	Funding Source	2022
Water	Water Renewals	Capital Utility Fund	\$300,000.00



Exhibit A
City of Colleyville
Capital Improvement Plan
Fiscal Year 2022
Project Descriptions

Water Project 18: Pecan Park Estates-Design

Program Description

Design project plans and specifications for the installation of ~3,940 feet of 8" PVC water line throughout the neighborhood as identified in the 2014 Water and Wastewater Master Plan. This project will include drainage improvements on Ponderosa street and will rehabilitate Hardage Lane, Ponderosa Street, Park and Ronna Courts.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$200,000

Category	Type	Funding Source	2022
Water	Water Renewals	Capital Utility Fund	\$200,000.00

Woodbriar and Quail Crest Water/WW - PH I Design

Program Description

Design project plans and specifications for the installation of new water and wastewater lines throughout the Woodbriar Estates and Quail Crest Subdivisions as identified as Water Project 6 and Wastewater Project 1 in the 2014 Water and Wastewater Master Plan.

Strategic Plan Connection

3.2 Ensure regular repair and replacement of water and wastewater facilities

Total Project Cost \$395,000

Category	Type	Funding Source	2022
Water	Water Renewals	Capital Utility Fund	\$395,000.00

Exhibit B
Fund Balance
Fiscal Year 2022-2026

Year	Title	Total Project Cost	*Capital Projects Fund	**Capital Utility Fund	Crime Control and Prevention District	CEDC (Parks, Trails & Libraries)	Drainage Fund	Grant	*Impact Fees - Area I (East of 26)	*Impact Fees - Area II (West of 26)	Parkland Dedication Fund	TIF	Tomorrow Fund - City	Tomorrow Fund - Parks	Voluntary Library Fund	Voluntary Park	**Wastewater Impact Fees	**Water Impact Fees
2021	<i>Projects under contract or in progress</i>																	
	<i>Annual Small Sidewalk Connectivity</i>	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>Sum Of Total Project Cost:</i>	\$ 16,053,834	\$ 3,751,785	\$ 427,615	\$ -	\$ 300,000	\$ 661,134	\$ -	\$ 3,825	\$ 3,825	\$ 400,000	\$ 9,846,000	\$ -	\$ 200,000	\$ 37,000	\$ 150,000	\$ 15,825	\$ 256,825
	<i>(+) Year-end surplus contributions</i>	\$ -	\$ 3,756,385	\$ 1,452,481	\$ -	\$ -	\$ 53,010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(-) Costs not included in project list</i>	\$ -	\$ -	\$ -	\$ -	\$ 845,263	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 759,678	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(-/+) Transfers in/out</i>	\$ (8,381,432)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,381,432	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(+) FY21 Budgeted Contribution</i>	\$ 107,887	\$ 195,580	\$ -	\$ -	\$ 799,438	\$ 9,648	\$ -	\$ 10,000	\$ 254,444	\$ 7,000	\$ 568,155	\$ -	\$ 446	\$ -	\$ 54,067	\$ 19,297	\$ 88,608
2022	<i>Estimated 10/1/2021 Available Balance</i>		\$ 5,238,892	\$ 7,784,896	\$ 1,941,737	\$ 720,341	\$ 1,158,408	\$ -	\$ 198,936	\$ 911,109	\$ 599,932	\$ 906,176	\$ 2,643,116	\$ 887,326	\$ 633,071	\$ 1,246,511	\$ 882,203	\$ 2,996,219
	<i>Sum Of Total Project Cost:</i>	\$ 29,276,539	\$ 5,665,000	\$ 2,067,562	\$ 250,000	\$ 925,000	\$ 600,000	\$ 1,712,977	\$ -	\$ -	\$ 329,500	\$ 13,751,000	\$ 2,665,000	\$ 150,000	\$ -	\$ 560,500	\$ 300,000	\$ 300,000
	<i>(+) Year-end surplus contributions</i>	\$ 5,606,385	\$ 450,000	\$ -	\$ -	\$ -	\$ 336,664	\$ 1,712,977	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(-) Operational Costs not included in project list</i>	\$ -	\$ -	\$ -	\$ 1,929,605	\$ 1,419,619	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 907,028	\$ -	\$ -	\$ 150,248	\$ -	\$ -	\$ -
	<i>(-/+) Transfers in/out</i>	\$ (4,647,092)	\$ (3,700,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,347,092	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(+) FY22 Budgeted Contribution</i>	\$ 22,274	\$ 776,922	\$ 2,001,200	\$ 2,385,000	\$ -	\$ -	\$ 10,000	\$ 450,000	\$ 10,500	\$ 6,762,067	\$ 59,286	\$ 2,500	\$ 133,720	\$ 173,000	\$ 37,125	\$ 157,500	\$ -
2023	<i>Estimated 10/1/2022 Available Balance</i>		\$ 555,459	\$ 3,244,256	\$ 1,763,332	\$ 760,722	\$ 895,072	\$ -	\$ 208,936	\$ 1,361,109	\$ 280,932	\$ 1,357,307	\$ 37,402	\$ 739,826	\$ 616,543	\$ 859,011	\$ 619,328	\$ 2,853,719
	<i>Sum Of Total Project Cost:</i>	\$ 14,827,302	\$ 2,900,000	\$ 2,250,000	\$ -	\$ 375,000	\$ 300,000	\$ 1,222,302	\$ -	\$ -	\$ 180,000	\$ 6,300,000	\$ -	\$ 700,000	\$ -	\$ 600,000	\$ -	\$ -
	<i>(+) Year-end surplus contributions</i>	\$ 2,000,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 316,018	\$ 1,222,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(-) Operational Costs not included in project list</i>	\$ -	\$ -	\$ 2,227,115	\$ 1,249,198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 910,103	\$ -	\$ -	\$ 151,263	\$ -	\$ -	\$ -
	<i>(-/+) Transfers in/out</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(+) FY23 Budgeted Contribution</i>	\$ 15,000	\$ 1,041,798	\$ 2,051,212	\$ 2,213,850	\$ -	\$ -	\$ 10,000	\$ 450,000	\$ 5,000	\$ 6,959,421	\$ 44,361	\$ 5,000	\$ 140,356	\$ 174,500	\$ 27,844	\$ 118,125	\$ -
2024	<i>Estimated 10/1/2023 Available Balance</i>		\$ (329,541)	\$ 2,486,054	\$ 1,587,429	\$ 1,350,374	\$ 911,090	\$ -	\$ 218,936	\$ 1,811,109	\$ 105,932	\$ 1,106,625	\$ 81,763	\$ 44,826	\$ 605,636	\$ 433,511	\$ 647,172	\$ 2,971,844
	<i>Sum Of Total Project Cost:</i>	\$ 12,675,000	\$ 6,600,000	\$ 3,550,000	\$ -	\$ 1,075,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -
	<i>(+) Year-end surplus contributions</i>	\$ 2,000,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 290,172	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(-) Operational Costs not included in project list</i>	\$ -	\$ -	\$ 2,045,713	\$ 1,638,138	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 913,221	\$ -	\$ -	\$ 152,309	\$ -	\$ -	\$ -
	<i>(-/+) Transfers in/out</i>	\$ 4,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (4,400,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(+) FY24 Budgeted Contribution</i>	\$ 16,666	\$ 1,306,228	\$ 2,097,349	\$ 2,263,535	\$ -	\$ -	\$ 10,000	\$ 450,000	\$ 5,000	\$ 7,144,095	\$ 44,450	\$ 10,000	\$ 147,324	\$ 174,202	\$ 20,883	\$ 88,594	\$ -
2025	<i>Estimated 10/1/2024 Available Balance</i>		\$ (512,875)	\$ 692,282	\$ 1,639,065	\$ 900,771	\$ 901,262	\$ -	\$ 228,936	\$ 2,261,109	\$ 110,932	\$ 2,037,499	\$ 126,213	\$ 54,826	\$ 600,651	\$ 357,713	\$ 668,055	\$ 3,060,438
	<i>Sum Of Total Project Cost:</i>	\$ 7,975,000	\$ 3,275,000	\$ 2,900,000	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ 100,000	\$ 750,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ 250,000
	<i>(+) Year-end surplus contributions</i>	\$ 2,000,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 262,668	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(-) Operational Costs not included in project list</i>	\$ -	\$ -	\$ 2,117,797	\$ 2,168,516	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 916,381	\$ -	\$ -	\$ 153,387	\$ -	\$ -	\$ -
	<i>(-/+) Transfers in/out</i>	\$ 5,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (6,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(+) FY25 Budgeted Contribution</i>	\$ 15,269	\$ 1,575,127	\$ 2,169,284	\$ 2,533,704	\$ -	\$ -	\$ 10,000	\$ 450,000	\$ 5,000	\$ 7,373,468	\$ 44,538	\$ 10,000	\$ 154,640	\$ 172,686	\$ 15,662	\$ 66,445	\$ -
2026	<i>Estimated 10/1/2025 Available Balance</i>		\$ 3,727,394	\$ (182,591)	\$ 1,690,552	\$ 965,959	\$ 863,930	\$ -	\$ 238,936	\$ 2,711,109	\$ 15,932	\$ 1,744,586	\$ 170,751	\$ 64,826	\$ 501,904	\$ 530,399	\$ 683,717	\$ 2,876,883
	<i>Sum Of Total Project Cost:</i>	\$ 8,875,000	\$ 2,425,000	\$ 1,700,000	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 1,900,000
	<i>(+) Year-end surplus contributions</i>	\$ 2,000,000	\$ 450,000	\$ -	\$ -	\$ -	\$ 241,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(-) Operational Costs not included in project list</i>	\$ -	\$ -	\$ 2,168,867	\$ 1,923,787	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 919,585	\$ -	\$ -	\$ 153,387	\$ -	\$ -	\$ -
	<i>(-/+) Transfers in/out</i>	\$ 4,500,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (5,500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<i>(+) FY26 Budgeted Contribution</i>	\$ 22,769	\$ 1,847,297	\$ 2,191,367	\$ 2,343,283	\$ -	\$ -	\$ 10,000	\$ 450,000	\$ 5,000	\$ 7,589,122	\$ 44,628	\$ 10,000	\$ 162,323	\$ 176,140	\$ 13,313	\$ 56,479	\$ -
	<i>Estimated 10/1/26 Available Balances</i>	\$ 7,825,163	\$ 414,706	\$ 1,713,052	\$ 1,085,455	\$ 805,570	\$ -	\$ 248,936	\$ 3,161,109	\$ 20,932	\$ 914,123	\$ 215,379	\$ 74,826	\$ 510,840	\$ 456,539	\$ 697,030	\$ 1,033,362	\$ -
	<i>Total Project Cost Grand Total Sum:</i>	\$ 89,682,675	\$ 24,616,785	\$ 12,895,177	\$ 250,000	\$ 3,275,000	\$ 2,461,134	\$ 2,935,279	\$ 3,825	\$ 3,825	\$ 1,009,500	\$ 33,547,000	\$ 2,665,000	\$ 1,050,000	\$ 137,000	\$ 1,810,500	\$ 315,825	\$ 2,706,825

*These revenue sources are located in the General Capital Fund, but for the purposes of this report we've broken them out. To get actual projected balance of that fund, add these together.

**These revenue sources are located in the Utility Capital Fund, but for the purposes of this report we've broken them out. To get actual projected balance of that fund, add these together.

Exhibit C
5 Year Capital Improvement Plan
Fiscal Year 2022-2026

Year	Title	Total Project Cost	*Capital Projects Fund	**Capital Utility Fund	Crime Control and Prevention District	CEDC (Parks, Trails & Libraries)	Drainage Fund	Grant	*Impact Fees - Area I (East of 26)	*Impact Fees - Area II (West of 26)	Parkland Dedication Fund	TIF	Tomorrow Fund - City	Tomorrow Fund - Parks	Voluntary Library Fund	Voluntary Park	**Wastewater Impact Fees	**Water Impact Fees
2021	Projects under contract or in progress																	
	Annual Small Sidewalk Connectivity	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Bedford Rd Trail (Glade to Cheek-Sparger)-Design	\$ 101,000	\$ 101,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	City Hall Interior Renovation	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	400,000	\$ -	\$ -	\$ -	\$ -	\$ -
	City Park Pickleball Court	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	200,000	\$ -	\$ -	\$ -
	City Park Softball Shade Structure and Playground Ir	\$ 300,000	\$ -	\$ -	\$ -	300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Fire Stations Bay Area Renovation	\$ 200,000	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	85,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Glade Road (Phase 2 - SH26 to Pool) - FY21 Construc	\$ 5,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	5,500,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Library Audio/Video Equipment	\$ 37,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	37,000	\$ -	\$ -
	Library 2nd Floor Renovation	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	125,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Overland Park Amenity	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100,000	\$ -
	Park Signage/Branding Program FY2021	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	50,000	\$ -
	Permit Software Acquisition	\$ 300,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	180,000	\$ -	\$ -	\$ -	\$ -	\$ -
	Pleasant Run Practice Fields New Restroom	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Pleasant Run Road and Waterline	\$ 1,960,000	\$ 1,140,000	\$ -	\$ -	\$ -	555,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	12,000	\$ 253,000
	Pleasant Run Bridge (White Chapel)	\$ 106,134	\$ -	\$ -	\$ -	\$ -	106,134	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Public Works Service Center Renovations	\$ 916,000	\$ 916,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Senior Center Renovation-Design	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	SH26 Beautification FY2021	\$ 3,370,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,370,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supervisory Control and Data Acquisition (SCADA) R	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Stormwater Master Plan	\$ 186,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	186,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Project 10: Rustic Trails/Black Drive	\$ 335,000	\$ -	\$ 335,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Project 11: Tinker Road Water Lines - Design	\$ 292,400	\$ 259,785	\$ 32,615	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water, Wastewater, and Roadway Impact Fee Updc	\$ 15,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,825	\$ 3,825	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,825	\$ 3,825
	Sum Of Total Project Cost:	\$ 16,053,834	\$ 3,751,785	\$ 427,615	\$ -	\$ 300,000	\$ 661,134	\$ -	\$ 3,825	\$ 3,825	\$ 400,000	\$ 9,846,000	\$ -	\$ 200,000	\$ 37,000	\$ 150,000	\$ 15,825	\$ 256,825
	(+) Year-end surplus contributions		\$ 3,756,385	\$ 1,452,481	\$ -	\$ -	\$ 53,010	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(-) Costs not included in project list		\$ -	\$ -	\$ -	\$ -	\$ 845,263	\$ -	\$ -	\$ -	\$ -	\$ 759,678	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(-/+) Transfers in/out		\$ (8,381,432)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,381,432	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(+) FY21 Budgeted Contribution		\$ 107,887	\$ 195,580	\$ -	\$ 799,438	\$ 9,648	\$ -	\$ 10,000	\$ 254,444	\$ 7,000	\$ 568,155	\$ -	\$ 446	\$ -	\$ 54,067	\$ 19,297	\$ 88,608

Exhibit C
5 Year Capital Improvement Plan
Fiscal Year 2022-2026

Year	Title	Total Project Cost	*Capital Projects Fund	**Capital Utility Fund	Crime Control and Prevention District	CEDC (Parks, Trails & Libraries)	Drainage Fund	Grant	*Impact Fees - Area I (East of 26)	*Impact Fees - Area II (West of 26)	Parkland Dedication Fund	TIF	Tomorrow Fund - City	Tomorrow Fund - Parks	Voluntary Library Fund	Voluntary Park	**Wastewater Impact Fees	**Water Impact Fees															
2022	Estimated 10/1/2021 Available Balance	\$	5,238,892	\$	7,784,896	\$	1,941,737	\$	720,341	\$	1,158,408	\$	-	\$	198,936	\$	911,109	\$	599,932	\$	906,176	\$	2,643,116	\$	887,326	\$	633,071	\$	1,246,511	\$	882,203	\$	2,996,219
	Annual Small Segment Sidewalk/Trail Construction F	\$	550,000	\$	250,000	\$	-	\$	-	\$	300,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Bluebonnet Drive Rehabilitation	\$	90,000	\$	90,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Bransford Rd Trail (Field St to Cotton Belt Trail)-Con	\$	900,000	\$	900,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Central Fire Station Interior Renovation	\$	125,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	125,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Cheek-Sparger Road (San Bar to Brown Trail) - Desig	\$	26,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	26,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	City Hall and Library Exterior Cleaning and Sealing	\$	300,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	300,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	City Park Event Fence	\$	30,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	30,000	\$	-	\$	-
	City Park New Amenity	\$	700,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	329,500	\$	-	\$	-	\$	90,000	\$	-	\$	-	\$	280,500	\$	-	\$	-
	Colleyville Gateways-2022	\$	4,000,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	4,000,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Drainage Improvements FY2022	\$	100,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Equipment Replacements	\$	426,570	\$	-	\$	426,570	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Fiber Optic	\$	300,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	300,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Fire Station 3 Emergency Generator	\$	250,000	\$	250,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Fire Station 3 Renovation	\$	250,000	\$	250,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Fire Stations 2 and 3 Landscape Improvements	\$	50,000	\$	-	\$	-	\$	-	\$	50,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Flashing Lights for Pedestrian Crosswalks-2022	\$	75,000	\$	75,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Glade Road (Phase 2 - SH26 to Pool) - FY22 Construc	\$	6,000,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	6,000,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Glade Road at Bluebonnet Drive	\$	1,900,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	700,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Historic Fire Station Renovation	\$	100,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	100,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	John McCain Bridge Expansion	\$	200,000	\$	-	\$	-	\$	-	\$	50,000	\$	150,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Justice Center Exterior Cleaning and Sealing	\$	350,000	\$	350,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Justice Center Exterior Safety Enhancements	\$	450,000	\$	-	\$	-	\$	-	\$	250,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Justice Center Pond Beautification	\$	250,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	150,000	\$	-	\$	-	\$	100,000	\$	-	\$	-	\$	-	\$	-	\$	-
	L.D. Lockett Pump Station Emergency Generator	\$	483,969	\$	-	\$	120,992	\$	-	\$	-	\$	362,977	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Lift Stations Condition Assessment	\$	75,000	\$	-	\$	75,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Misc Concrete Rehabilitation-2022	\$	400,000	\$	400,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Nature Center Trail-Construction	\$	1,000,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Overland Park Amenity Phase II	\$	150,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	150,000	\$	-	\$	-
	Park Beautification-2022	\$	50,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	50,000	\$	-	\$	-
	Park Signage/Branding Program-2022	\$	50,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	50,000	\$	-	\$	-
	Parking Facility Pavement Marking-2022	\$	50,000	\$	50,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Parkway Tree Removal and Replacement-2022	\$	75,000	\$	75,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Pavement Condition Assessment	\$	75,000	\$	75,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Pleasant Run Road Watersystem Interconnection	\$	300,000	\$	-	\$	300,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Roberts Road - Construction	\$	1,000,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Senior Center Monument Sign and Landscape	\$	60,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Senior Center Renovations	\$	3,065,000	\$	-	\$	-	\$	-	\$	500,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	2,565,000	\$	-	\$	-	\$	-	\$	-	\$	-
	Sparger Park Restroom Facility Renovation	\$	75,000	\$	-	\$	-	\$	-	\$	75,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Street Maintenance County-2022	\$	400,000	\$	400,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
	Street Maintenance Program-2022	\$	500,000	\$	500,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$									

Exhibit C
5 Year Capital Improvement Plan
Fiscal Year 2022-2026

Year	Title	Total Project Cost	*Capital Projects Fund	**Capital Utility Fund	Crime Control and Prevention District	CEDC (Parks, Trails & Libraries)	Drainage Fund	Grant	*Impact Fees - Area I (East of 26)	*Impact Fees - Area II (West of 26)	Parkland Dedication Fund	TIF	Tomorrow Fund - City	Tomorrow Fund - Parks	Voluntary Library Fund	Voluntary Park	**Wastewater Impact Fees	**Water Impact Fees
2023	Estimated 10/1/2022 Available Balance	\$ 555,459	\$ 3,244,256	\$ 1,763,332	\$ 760,722	\$ 895,072	\$ -	\$ 208,936	\$ 1,361,109	\$ 280,932	\$ 1,357,307	\$ 37,402	\$ 739,826	\$ 616,543	\$ 859,011	\$ 619,328	\$ 2,853,719	
	Annual Small Segment Sidewalk/Trail Construction FY2023	\$ 550,000	\$ 250,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Central Fire Station Backup Generator	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	Cheek-Sparger Road (San Bar to Brown Trail) - Construction	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	Cheek-Sparger Trail-Design	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	City Park Tennis Lights Replacement (LED)	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	
	Colleyville Gateways-2023	\$ 4,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	Cooks and Waller Lane-Design and ROW	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Dog Park/Splash Pad	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700,000	\$ -	\$ -	\$ -	
	Drainage Improvements at Nature Center	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	\$ -	
	Drainage Improvements FY2023	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	Fire Station 2 Backup Generator	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Flood Gates Upgrade	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Historic Fire Station Renovation-2023	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	Jackson Road Bridge Renovation-Construction	\$ 1,222,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,222,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Justice Center - Bitumen Roof	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	L.D. Lockett Pump Station Chlorine Rooms	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Misc Concrete Rehabilitation-2023	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Park Beautification-2023	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	
	Parking Facility Pavement Marking-2023	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Parkway Tree Removal and Replacement-2023	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Pleasant Run Competition Field Restroom Facility Renovation	\$ 75,000	\$ -	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Reagan Park Perry Weather	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Senior Center Park Trees	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Senior Center Renovations-2023	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	Street Maintenance County-2023	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Street Maintenance Program-2023	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Street Pavement Marking-2023	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Tara Wastewater Improvement	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Water Project 18: Pecan Park Estates-Construction	\$ 2,025,000	\$ 125,000	\$ 1,900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Sum Of Total Project Cost:	\$ 14,827,302	\$ 2,900,000	\$ 2,250,000	\$ 375,000	\$ 300,000	\$ 1,222,302	\$ -	\$ -	\$ -	\$ 180,000	\$ 6,300,000	\$ -	\$ 700,000	\$ -	\$ 600,000	\$ -	
	(+) Year-end surplus contributions	\$ 2,000,000	\$ 450,000	\$ -	\$ -	\$ 316,018	\$ 1,222,302	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	(-) Operational Costs not included in project list	\$ -	\$ -	\$ 2,227,115	\$ 1,249,198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 910,103	\$ -	\$ -	\$ 151,263	\$ -	\$ -	
	(-/+) Transfers in/out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	(+) FY23 Budgeted Contribution	\$ 15,000	\$ 1,041,798	\$ 2,051,212	\$ 2,213,850	\$ -	\$ -	\$ 10,000	\$ 450,000	\$ 5,000	\$ 6,959,421	\$ 44,361	\$ 5,000	\$ 140,356	\$ 174,500	\$ 27,844	\$ 118,125	
2024	Estimated 10/1/2023 Available Balance	\$ (329,541)	\$ 2,486,054	\$ 1,587,429	\$ 1,350,374	\$ 911,090	\$ -	\$ 218,936	\$ 1,811,109	\$ 105,932	\$ 1,106,625	\$ 81,763	\$ 44,826	\$ 605,636	\$ 433,511	\$ 647,172	\$ 2,971,844	
	Annual Small Segment Sidewalk/Trail Construction FY2024	\$ 550,000	\$ 250,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Bedford Rd Trail (Glade to Cheek-Sparger)-Construction	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Brown Trail Rehabilitation	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	Cheek-Sparger Trail	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	City Hall - Boiler Replacement	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	City Park Playground / Splash Pad	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ -	
	Cooks and Waller Lane	\$ 750,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Drainage Improvements FY2024	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Jackson Rd Trail (Cheek-Sparger to Shenendoah)-Design	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Justice Center Backup Generator	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Justice Center Interior Renovation	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Kimzey Park Playground Improvements	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	McPherson Park Restrom Renovation	\$ 125,000	\$ -	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Misc Concrete Rehabilitation-2024	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Park Beautification-2024	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	
	Parking Facility Pavement Marking-2024	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Parkway Tree Removal and Replacement-2024	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Public Works Service Center Emergency Generator	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Sand Volleyball Pit Rehabilitation (McPherson & Kimzey)	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Senior Center Park Playground	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Exhibit C
5 Year Capital Improvement Plan
Fiscal Year 2022-2026

Year	Title	Total Project Cost	*Capital Projects Fund	**Capital Utility Fund	Crime Control and Prevention District	CEDC (Parks, Trails & Libraries)	Drainage Fund	Grant	*Impact Fees - Area I (East of 26)	*Impact Fees - Area II (West of 26)	Parkland Dedication Fund	TIF	Tomorrow Fund - City	Tomorrow Fund - Parks	Voluntary Library Fund	Voluntary Park	**Wastewater Impact Fees	**Water Impact Fees
2025	Street Concrete Panel Replacement-2024	\$ 750,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Maintenance County-2024	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Maintenance Program-2024	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Pavement Marking-2024	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Woodbriar and Quail Crest Water/WW - PH I Constr	\$ 3,300,000	\$ -	\$ 3,300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Woodbriar and Quail Crest Water/WW - PH II Desig	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Woodbriar Park Improvements	\$ 100,000	\$ -	\$ -	\$ -	100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Sum Of Total Project Cost:	\$ 12,675,000	\$ 6,600,000	\$ 3,550,000	\$ -	\$ 1,075,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	900,000	\$ -	\$ -	\$ -	250,000	\$ -	\$ -
	(+) Year-end surplus contributions		\$ 2,000,000	\$ 450,000	\$ -	\$ -	\$ 290,172	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(-) Operational Costs not included in project list		\$ -	\$ -	\$ 2,045,713	\$ 1,638,138	\$ -	\$ -	\$ -	\$ -	\$ -	913,221	\$ -	\$ -	\$ 152,309	\$ -	\$ -	\$ -
	(-/+ Transfers in/out		\$ 4,400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(4,400,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(+) FY24 Budgeted Contribution		\$ 16,666	\$ 1,306,228	\$ 2,097,349	\$ 2,263,535	\$ -	\$ -	10,000	\$ 450,000	\$ 5,000	7,144,095	\$ 44,450	\$ 10,000	\$ 147,324	\$ 174,202	\$ 20,883	\$ 88,594
	Estimated 10/1/2024 Available Balance		\$ (512,875)	\$ 692,282	\$ 1,639,065	\$ 900,771	\$ 901,262	\$ -	\$ 228,936	\$ 2,261,109	\$ 110,932	\$ 2,037,499	\$ 126,213	\$ 54,826	\$ 600,651	\$ 357,713	\$ 668,055	\$ 3,060,438
	Annual Small Segment Sidewalk/Trail Construction f	\$ 550,000	\$ 250,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	City Hall Dumpster Enclosure and Storage Facility	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Drainage Improvements FY2025	\$ 400,000	\$ -	\$ -	\$ -	\$ -	300,000	\$ -	\$ -	\$ -	\$ -	100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Jackson Rd Trail (Cheek-Sparger to Shenendoah)-Coi	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Library Equipment Replacement	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100,000	\$ -	\$ -	\$ -
	Misc Concrete Rehabilitation-2025	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Nature Center Trail PH2a-Construction	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Parking Facility Pavement Marking-2025	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Parkway Tree Removal and Replacement-2025	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Senior Center Outdoor Fitness	\$ 200,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Senior Center Splash Pad	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Concrete Panel Replacement-2025	\$ 750,000	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Maintenance County-2025	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Maintenance Program-2025	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Pavement Marking-2025	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Project 5: Brighton Oaks - Design	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	250,000
	Water Tower Tank Mixers	\$ 250,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Woodbriar and Quail Crest Water/WW - PH II Const	\$ 2,500,000	\$ -	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Woodbriar and Quail Crest Water/WW - PH III Desig	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Sum Of Total Project Cost:	\$ 7,975,000	\$ 3,275,000	\$ 2,900,000	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	100,000	\$ 750,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	250,000
	(+) Year-end surplus contributions		\$ 2,000,000	\$ 450,000	\$ -	\$ -	\$ 262,668	\$ -	\$ -	\$ -	-	\$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(-) Operational Costs not included in project list		\$ -	\$ -	\$ 2,117,797	\$ 2,168,516	\$ -	\$ -	\$ -	\$ -	\$ -	916,381	\$ -	\$ -	\$ 153,387	\$ -	\$ -	\$ -
	(-/+ Transfers in/out		\$ 5,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(6,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(+) FY25 Budgeted Contribution		\$ 15,269	\$ 1,575,127	\$ 2,169,284	\$ 2,533,704	\$ -	\$ -	10,000	\$ 450,000	\$ 5,000	7,373,468	\$ 44,538	\$ 10,000	\$ 154,640	\$ 172,686	\$ 15,662	\$ 66,445

Exhibit C
5 Year Capital Improvement Plan
Fiscal Year 2022-2026

Year	Title	Total Project Cost	*Capital Projects Fund	**Capital Utility Fund	Crime Control and Prevention District	CEDC (Parks, Trails & Libraries)	Drainage Fund	Grant	*Impact Fees - Area I (East of 26)	*Impact Fees - Area II (West of 26)	Parkland Dedication Fund	TIF	Tomorrow Fund - City	Tomorrow Fund - Parks	Voluntary Library Fund	Voluntary Park	**Wastewater Impact Fees	**Water Impact Fees
2026	Estimated 10/1/2025 Available Balance	\$	3,727,394	\$ (182,591)	\$ 1,690,552	\$ 965,959	\$ 863,930	\$ -	\$ 238,936	\$ 2,711,109	\$ 15,932	\$ 1,744,586	\$ 170,751	\$ 64,826	\$ 501,904	\$ 530,399	\$ 683,717	\$ 2,876,883
	Annual Small Segment Sidewalk/Trail Construction F	\$ 550,000	\$ 250,000	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	City Park Playground / Splash Pad	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	250,000	\$ -	\$ -
	Drainage Improvements FY2026	\$ 300,000	\$ -	\$ -	\$ -	\$ -	300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Misc Concrete Rehabilitation-2026	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Nature Center Trail PH2b-Construction	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Parking Facility Pavement Marking-2026	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Parkway Tree Removal and Replacement-2026	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Maintenance County-2026	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Maintenance Program-2026	\$ 500,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Pavement Marking-2026	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Project 17: Monticello - Design	\$ 200,000	\$ -	200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Water Project 5: Brighton Oaks Water/Street Rehab	\$ 2,550,000	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	1,900,000
	Woodbriar and Quail Crest Water/WW - PH III Const	\$ 1,500,000	\$ -	1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Sum Of Total Project Cost:	\$ 8,875,000	\$ 2,425,000	\$ 1,700,000	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	2,000,000	\$ -	\$ -	\$ -	250,000	\$ -	\$ 1,900,000
	(+) Year-end surplus contributions	\$	2,000,000	\$ 450,000	\$ -	\$ -	241,640	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(-) Operational Costs not included in project list				\$ 2,168,867	\$ 1,923,787						\$ 919,585			\$ 153,387			
	(-/+) Transfers in/out	\$	4,500,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	(5,500,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	(+) FY26 Budgeted Contribution	\$	22,769	\$ 1,847,297	\$ 2,191,367	\$ 2,343,283	\$ -	\$ -	10,000	\$ 450,000	\$ 5,000	\$ 7,589,122	\$ 44,628	\$ 10,000	\$ 162,323	\$ 176,140	\$ 13,313	\$ 56,479
	Estimated 10/1/26 Available Balances	\$	7,825,163	\$ 414,706	\$ 1,713,052	\$ 1,085,455	\$ 805,570	\$ -	\$ 248,936	\$ 3,161,109	\$ 20,932	\$ 914,123	\$ 215,379	\$ 74,826	\$ 510,840	\$ 456,539	\$ 697,030	\$ 1,033,362
	Total Project Cost Grand Total Sum:	\$ 89,682,675	\$ 24,616,785	\$ 12,895,177	\$ 250,000	\$ 3,275,000	\$ 2,461,134	\$ 2,935,279	\$ 3,825	\$ 3,825	\$ 1,009,500	\$ 33,547,000	\$ 2,665,000	\$ 1,050,000	\$ 137,000	\$ 1,810,500	\$ 315,825	\$ 2,706,825



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 5a

Agenda Date 9/21/2021

Number 5

Type Report

Department Finance

Title

Monthly Financial Report - August 2021

Explanation

General Fund

Through August, the General Fund has collected 97% of its budgeted revenue and spent 88% of its budgeted expenditures. Cash flow remains ahead of where anticipated and very close to last August's position. Due to legislation passed during the last legislative session as well as a weak fixed income market, franchise tax revenue and interest income are the only weaker spots in the revenue profile. In total, the Fund's surplus amounts to \$2.8 million, excluding the \$3.3 million in CARES act money the City received this month.

Sales tax revenue

Colleyville received its tenth collection of the year from July's sales, and it brought in an increase of 18.9% over June of last year. This increases the total YTD growth to 14.1% over FY20, and makes for a total dollar gain of \$954,000. Statewide, Texas cities saw another month of double digit gains for a total fiscal year increase of 11.6%. DFW cities fared better with an average monthly increase of 25.5%, yielding a total average year-to-date increase of 14.2%. Destination-based economies such as Hurst and Grapevine are beginning to turn around.

Utility Fund

Through the eleventh month of the fiscal year, the Utility Fund has collected 80% of its budgeted revenue and spent 69% of its budgeted expenditures. The surplus of \$2 million is stronger than last year due to the strong true-up refund from the Trinity River Authority, which will pass on to the cash-funded capital improvement plan at the end of the year. As the report shows, the City's direct costs are outpacing its revenues (electricity costs from the winter storm and higher repairs/meter replacements are some main drivers). Additionally, due mostly to low investment earnings and not charging for penalties through most of this year, the utility's revenues are tracking below budget. Current projections indicate we will need to utilize some fund balance for the operational costs this year. However, this appears to be an issue unique to this year.

Drainage Fund

To date, the Drainage Utility Fund has received 95% of its budgeted revenue and spent 87% of its budgeted expenditures. This fund's cash flow is tracking lower than

last year due primarily to increased payroll costs from a position that was reallocated to this fund as well as overtime costs and temp help. The current surplus of \$218,000 represents a \$26,000 increase from last month, so we're continuing to improve. Drainage fee revenues tend to average 1.2% higher than the previous fiscal year, although at this point we're seeing less than 1% growth for FY21. Any year-end surplus in this fund will be moved to the Drainage Capital Fund for use in the City's Capital Improvement Plan.

Hotel Fund

The Hotel Fund began the year outperforming expectations due mostly to lower spending than anticipated for the first quarter. Half of this fund is dedicated to personnel costs, whereas the other half is dedicated to improvements, event supplies, and promoting the City via events, economic development, and direct advertising. The revenue only comes in once each quarter, and each payment tends to be pretty consistent in terms of amount. While COVID related economic disruptions have obviously taken a toll this year, travel activities are on the rise in spite of concerns over the COVID delta variant, and revenue in this fund is making a swift comeback. The current fund balance is back up at \$168,000 as of the end of this month. Given the relatively large balance, the fund has been able to weather the difficult year.

Debt Service Fund

Similar to the General Fund's property tax collections, the Debt Service fund has received a substantial portion of its property taxes this year. Cash-flow for this fund is very predictable, as most revenues are recognized in December/January and debt service payments occur twice annually, with lease payments also occurring throughout the year. As of August's figures, the fund is running a deficit of about \$60,500. The fund's final debt payment for the year was made in August, so no further expenditures are anticipated for FY21. With Colleyville's current debt service schedule, all bonded debt is on track to be paid off by FY27.

Attachments

1. August 2021 - Monthly Financial Report Presentation
2. August 2021 MFR



Agenda Item - Items not for council action

Monthly Financial Report August 2021

City Council Meeting
September 21, 2021

General Fund

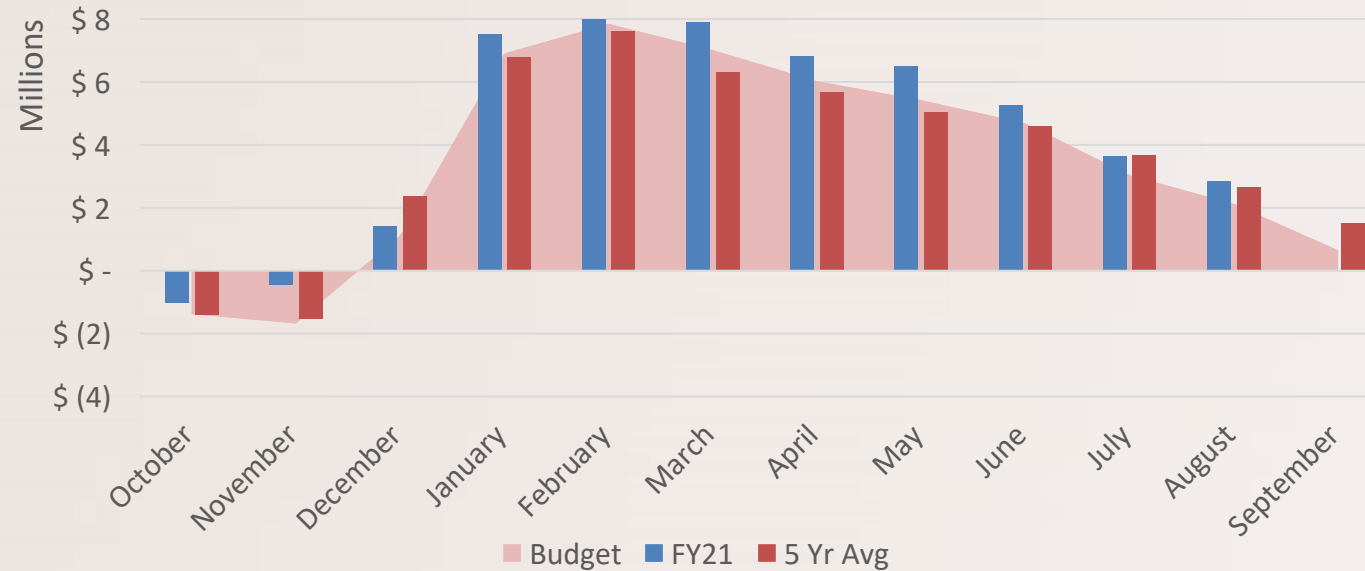


General Fund

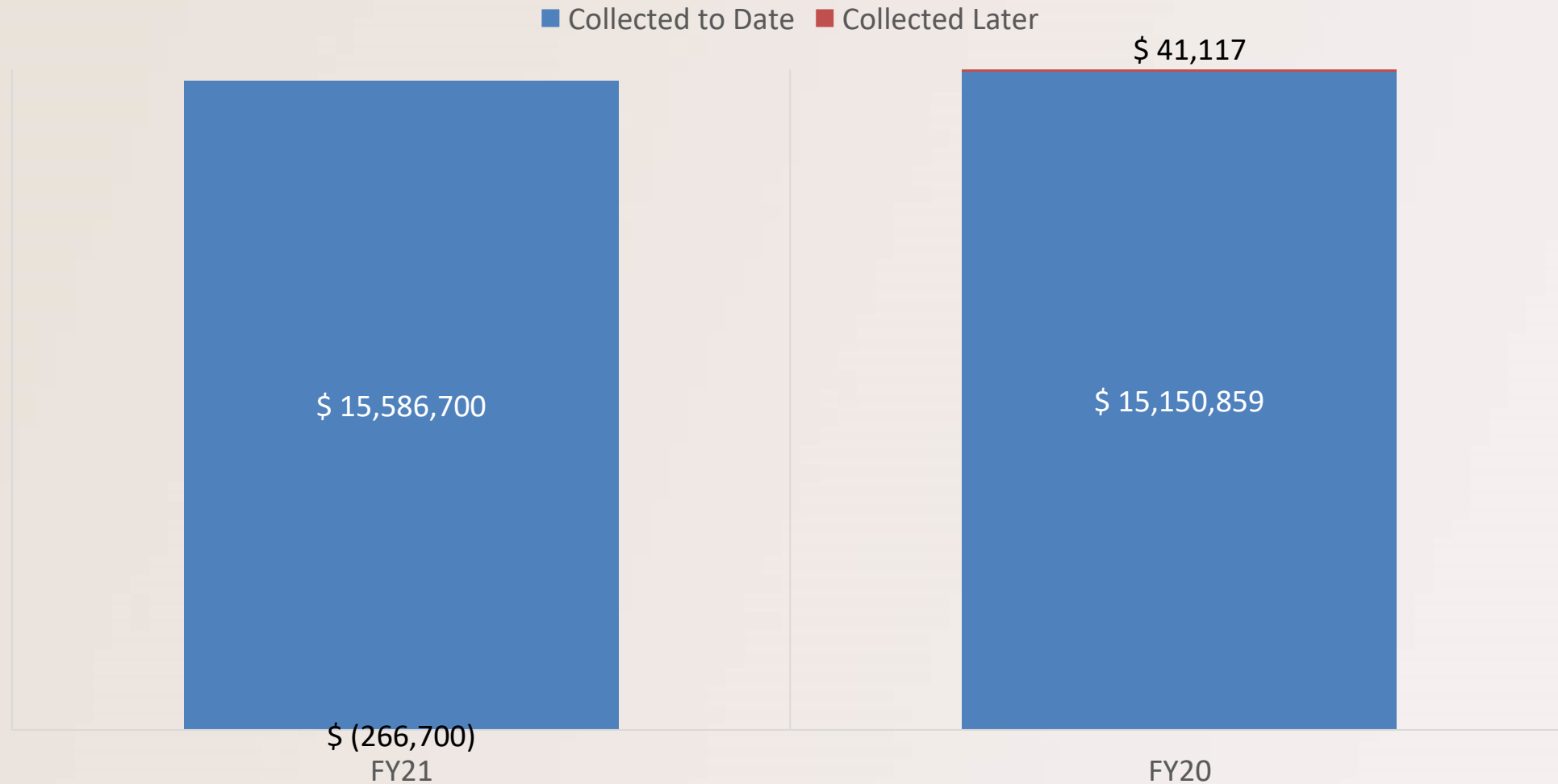
	FY21 Budget		FY21 YTD		% of Budget	FY20 YTD		FY20% of Budget
Revenues	\$	25,124,381	\$	24,394,422	97%	\$	23,730,141	97%
Expenditures	\$	24,476,396	\$	21,544,297	88%	\$	20,870,081	86%
	\$	647,985	\$	2,850,125		\$	2,860,060	

*92% of the year is completed

General Fund Cash Flow



Property Tax Highlight

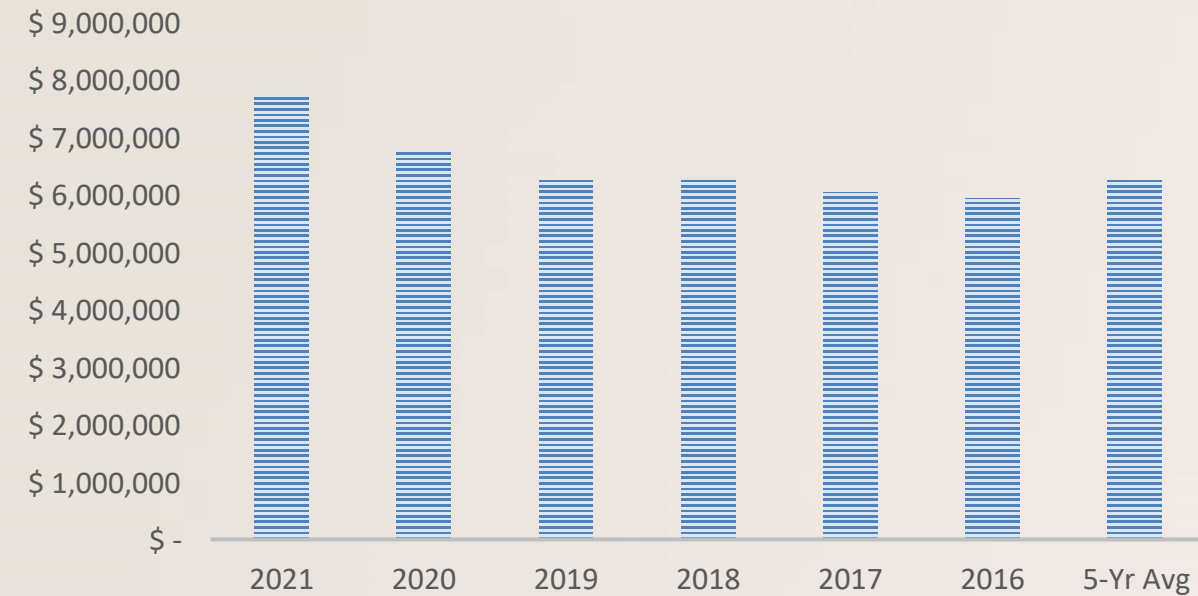


Sales Tax Highlight



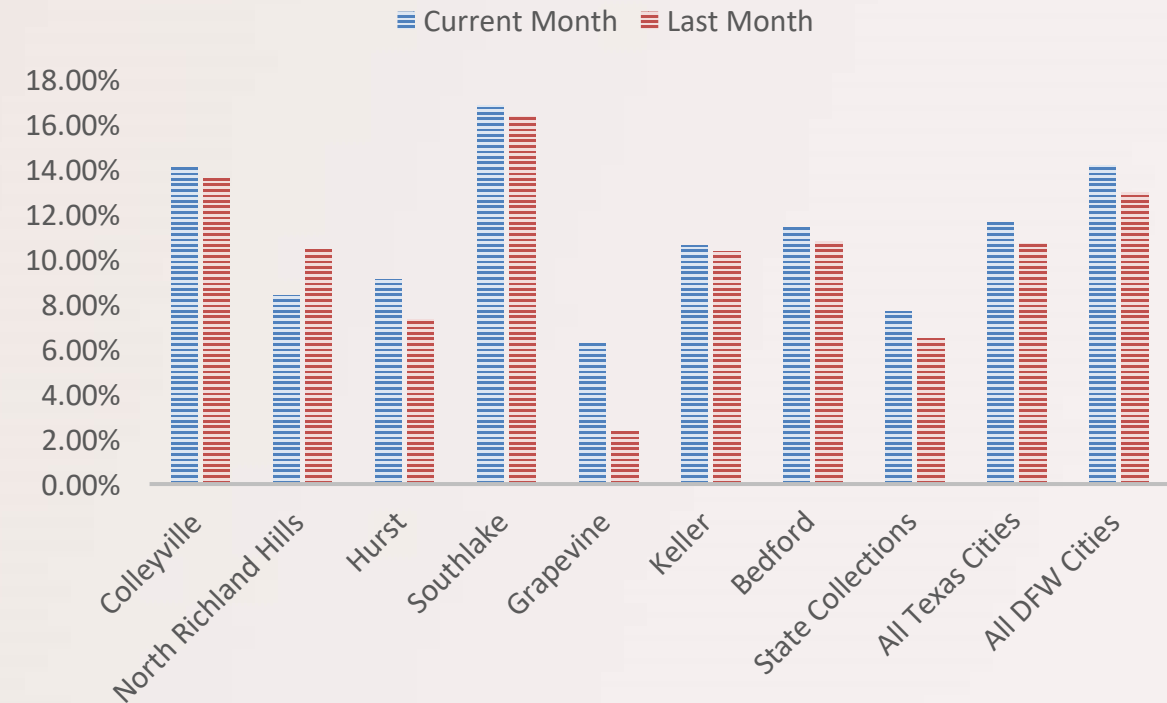
FY21 YTD Receipts compared to Previous Years

THRU JULY SALES TAX RECEIPTS (COMPARISON)



City/State Comparisons

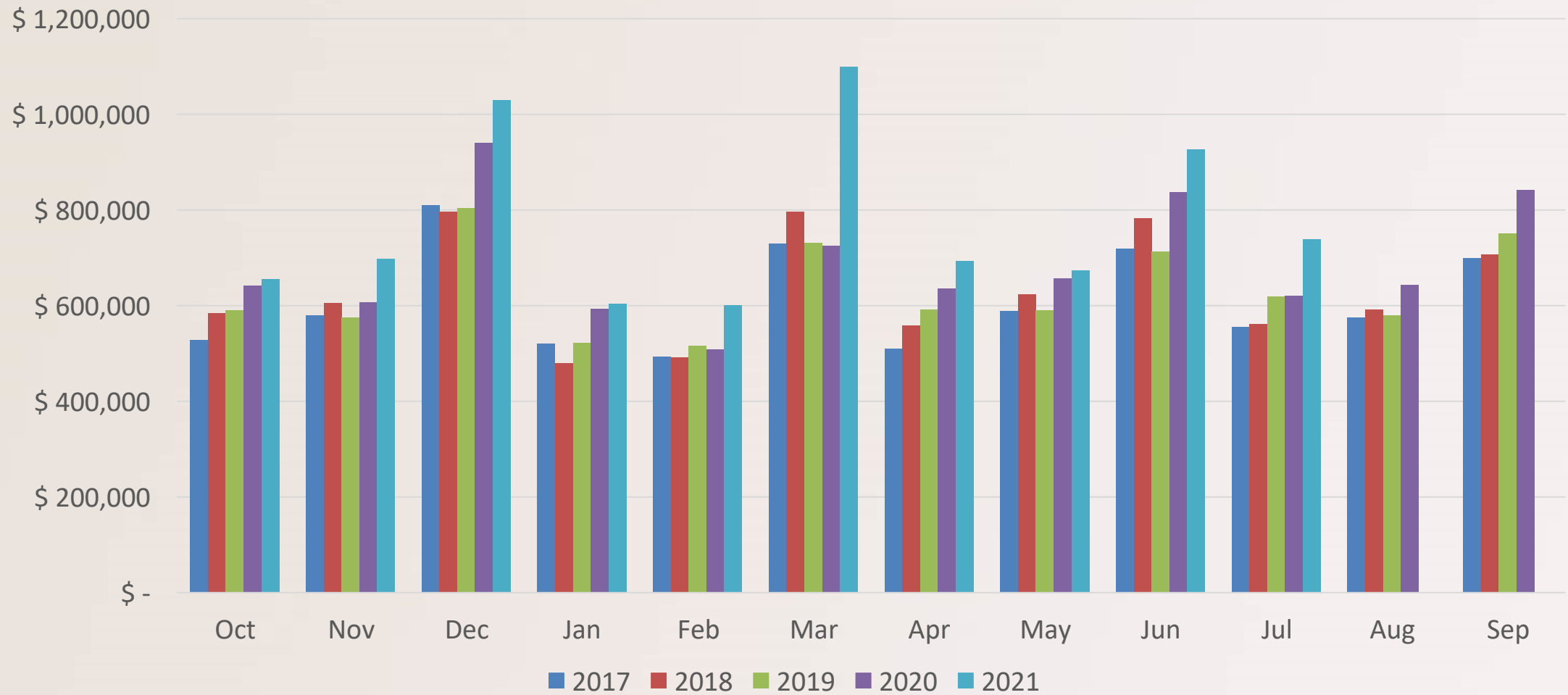
CITY/STATE COMPARISONS



Sales Tax Highlight



Month over Month Collections



Utility Fund



Utility Fund					
	FY21 Budget	FY21 YTD	% of Budget	FY20 YTD	FY20 % of Budget
Revenues	\$ 17,900,258	\$ 14,391,893	80%	\$ 14,405,561	82%
Expenditures	\$ 17,925,757	\$ 12,312,942	69%	\$ 12,865,879	73%
	\$ (25,500)	\$ 2,078,951		\$ 1,539,682	

*92% of the year is completed

TRA Revs/Exps		
	FY21 Budget	FY21 YTD
Revenues	\$ 13,909,032	\$ 11,341,049
Expenditures	\$ 13,459,032	\$ 9,145,307
	\$ 450,000	\$ 2,195,741

City Revs/Exps		
	FY21 Budget	FY21 YTD
Revenues	\$ 3,541,226	\$ 3,050,844
Expenditures	\$ 3,566,725	\$ 3,167,634
	\$ (25,500)	\$ (116,790)

Drainage Fund



Drainage Fund					
	FY21 Budget	FY21 YTD	% of Budget	FY20 YTD	FY20 % of Budget
Revenues	\$ 978,508	\$ 926,928	95%	\$ 951,396	97%
Expenditures	\$ 810,202	\$ 708,295	87%	\$ 590,382	74%
	\$ 168,306	\$ 218,633		\$ 361,014	

*92% of the year is completed

FY21 VS. FY20 CASH FLOW



Hotel Fund

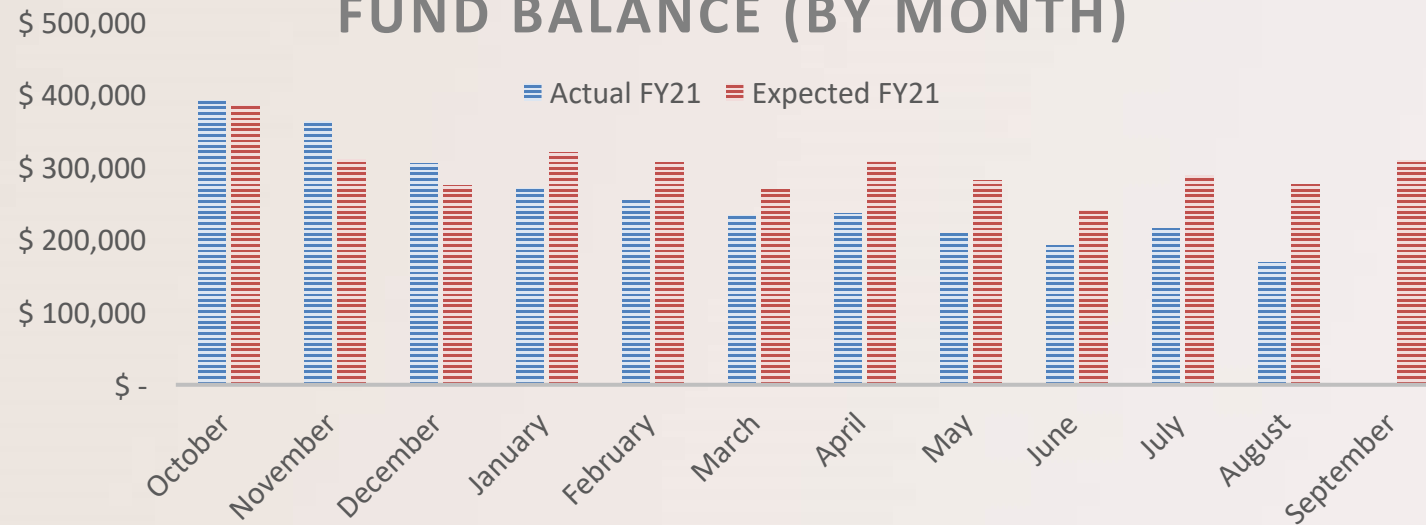


Hotel Fund

	FY21 Budget		FY21 YTD		% of Budget	FY20 YTD
Revenues	\$	237,500	\$	79,993	34%	\$ 63,307
Expenditures	\$	327,176	\$	262,980	80%	\$ 196,672
	\$	(89,676)	\$	(182,988)		\$ (133,364)

*92% of the year
is completed

EXPECTED FUND BALANCE VS. ACTUAL FUND BALANCE (BY MONTH)



Debt Service Fund



Debt Service Fund						
	FY21 Budget		FY21 YTD		% of Budget	
Revenues	\$	782,500	\$	803,921	103%	\$ 1,515,092
Expenditures	\$	819,423	\$	864,446	105%	\$ 1,236,398
	\$	(36,923)	\$	(60,525)		\$ 278,694

*92% of the year is completed



Monthly Financial Report - August 2021

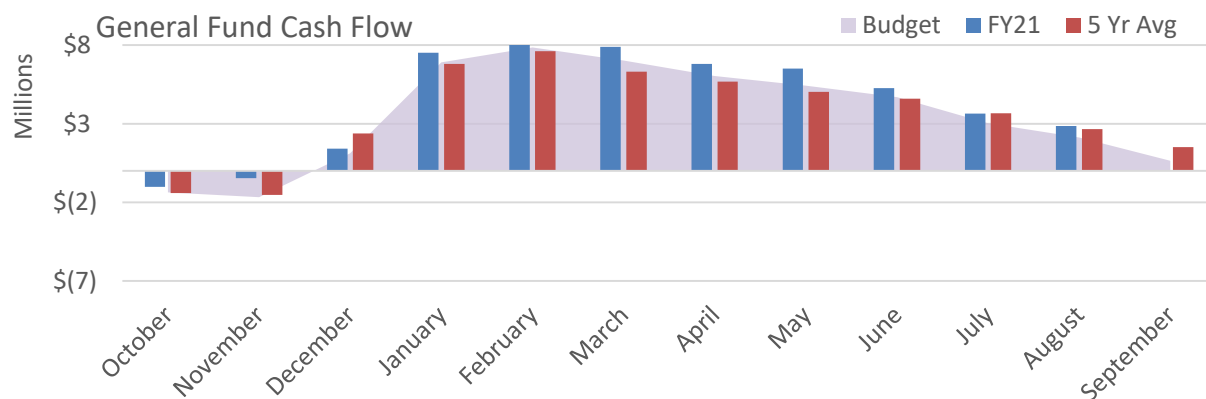
% of year Completed 92%

General Fund

% of Budget Spent 88%

	FY21 Budget	FY21 YTD	% of Budget	FY20 YTD	FY20% of Budget
Revenues	\$ 25,124,381	\$ 24,394,422	97%	\$ 23,730,141	97%
Expenditures	\$ 24,476,396	\$ 21,544,297	88%	\$ 20,870,081	86%
	\$ 647,985	\$ 2,850,125		\$ 2,860,060	

Through August, the General Fund has collected 97% of its budgeted revenue and spent 88% of its budgeted expenditures. Our cash flow here remains ahead of where we anticipated and very close to last August's position. Franchise tax revenue and interest income are the only weaker spots in our revenue profile, due to legislation passed during our last legislative session as well as a weak fixed income market. In total, the Fund's surplus amounts to \$2.8 million. The City has received a total of \$3.3 million in CARES act money, but for the purposes of this report those dollars have been excluded from the above figures.



General Fund Highlights

Revenue (FY21/FY20)

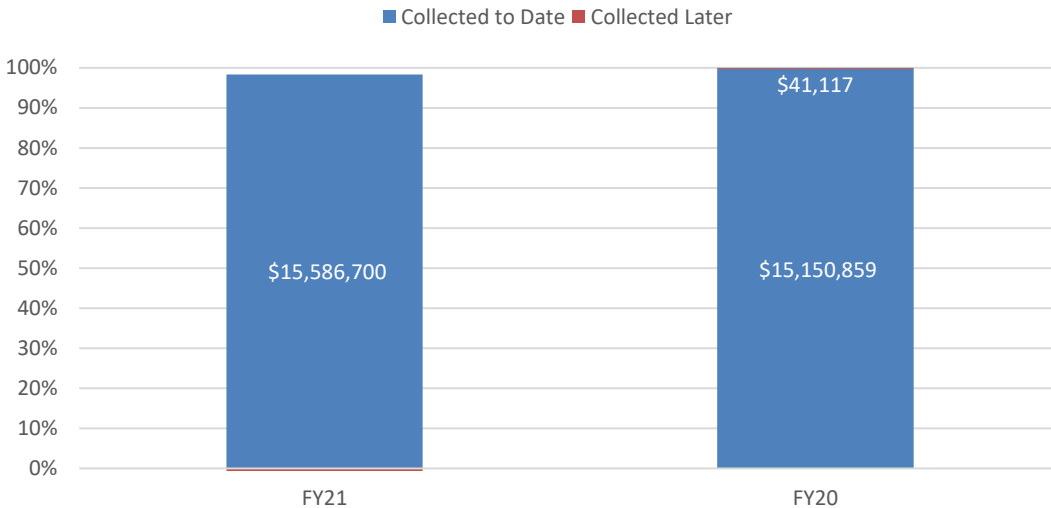
Property Tax	+ \$436k	Sales Tax	+ \$441k	Franchise Tax	-\$135k
Licenses	-\$46k	Other Revenue	-\$31k	Total Rev	+ \$664k

Expenditures (FY21/FY20)

Personnel	+ \$273k	Contractual	+ \$214k	Supplies	+ \$101k
Capital	+ \$86k	Transfers	\$ 0k	Total Exp	+ \$674k

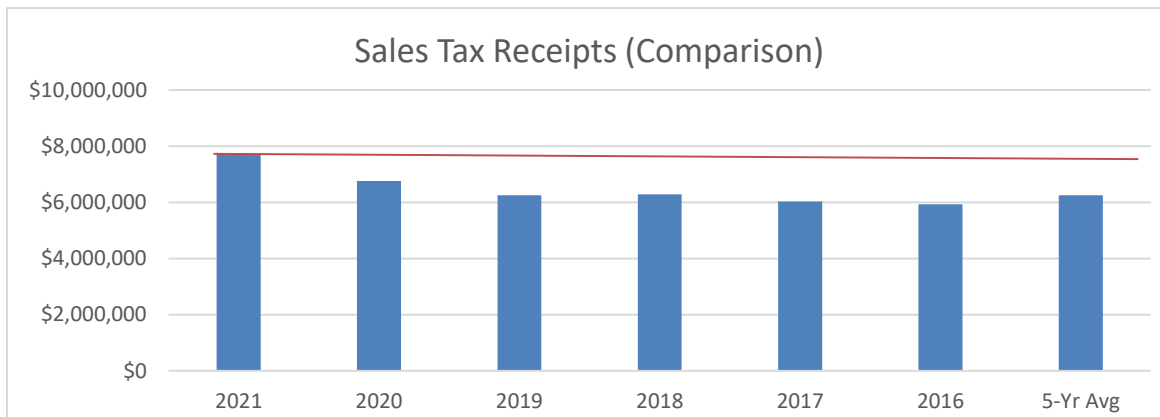
Monthly Financial Report - August 2021

Revenue Highlight: Property Tax



Colleyville has received \$15.5m in General Fund property tax this year, which makes for a 2.5% increase over actual FY20 property tax receipts. It should be noted that this increase comes from taxes off of new property, as opposed to increased taxes on existing property inside the City. As with this fiscal year, Colleyville's upcoming FY22 budget has been balanced using the no-new-revenue tax rate.

Revenue Highlight: Sales Tax



MTD Increase		YTD Increase	
↑	18.9%	↑	14.1%

Colleyville received its tenth collection of the year from July's sales, and it brought in an increase of 18.9% over June of last year. This increases our total YTD growth to 14.1% over FY20, and makes for a total dollar gain of \$954,000. Statewide, Texas cities saw another month of double digit gains for a total fiscal year increase of 11.6%. DFW cities fared better with an average monthly increase of 25.5%, yielding a total average year-to-date increase of 14.2%. It also looks as if destination-based economies such as Hurst and Grapevine are beginning to turn around.

Monthly Financial Report - August 2021

% of year Completed 92%

Water/Sewer Utility Fund

% of Budget Spent	69%
-------------------	-----

	FY21 Budget	FY21 YTD	% of Budget	FY20 YTD	FY20% of Budget
Revenues	\$ 17,900,258	\$ 14,391,893	80%	\$ 14,405,561	82%
Expenditures	\$ 17,925,757	\$ 12,312,942	69%	\$ 12,865,879	73%
	\$ (25,500)	\$ 2,078,951		\$ 1,539,682	

Breakout of City's revenues/expenses from those related to the Trinity River Authority:

TRA Revenue/Expense Summary				City Revenue/Expense Summary			
FY21 Budget		FY21 YTD		FY21 Budget		FY21 YTD	
Revs	\$ 13,909,032	\$ 11,341,049		Revs	\$ 3,541,226	\$ 3,050,844	
Exps	\$ 13,459,032	\$ 9,145,307		Exps	\$ 3,566,725	\$ 3,167,634	
Net	\$ 450,000	\$ 2,195,741		Net	\$ (25,500)	\$ (116,790)	

Through the eleventh month of the fiscal year, the Utility Fund has collected 80% of its budgeted revenue and spent 69% of its budgeted expenditures. Our surplus of \$2m is stronger than we saw last year due to the strong true-up refund from the Trinity River Authority, which we will pass on to our cash-funded capital improvement plan at the end of the year. As summary above shows, the City's direct costs are outpacing its revenues (electricity costs from the winter storm and higher repairs/meter replacements are some main drivers). Additionally, due mostly to low investment earnings and not charging for penalties through most of this year, the utility's revenues are tracking below budget. Current projections indicate we will need to utilize some fund balance for our operational costs this year. However, this appears to be an issue unique to this year.

Utility Operation Highlights

Avg Customer Count
FY21/FY20

0.6%

YTD Rainfall (Inches)
FY21/FY20

-3.4

Expenditures (FY21/FY20)

Mostly TRA costs ↓

Personnel	+ \$141k	Contractual	-\$748k	Supplies	+ \$1k
Capital	+ \$21k	Transfers	+ \$32k	Total Exp	-\$553k

Colleyville's rate structure enables the City to more easily manage years of varying water consumption from year-to-year. The majority of the City's rate is comprised of a direct pass-through to TRA for water costs. Funding for the City's operational costs come from a fixed monthly charge to customers based on meter size. The goal of this fund is to break-even at the end of the year.

Monthly Financial Report - August 2021

% of year Completed 92%

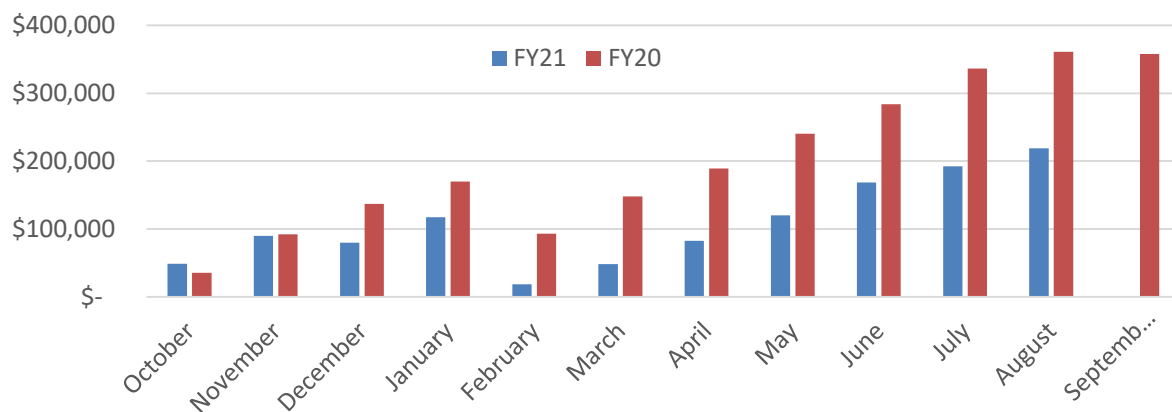
Drainage Utility Fund

% of Budget Spent 87%

	FY21 Budget	FY21 YTD	% of Budget	FY20 YTD	FY20% of Budget
Revenues	\$ 978,508	\$ 926,928	95%	\$ 951,396	97%
Expenditures	\$ 810,202	\$ 708,295	87%	\$ 590,382	74%
	\$ 168,306	\$ 218,633		\$ 361,014	

To date, the Drainage Utility Fund has received 95% of its budgeted revenue and spent 87% of its budgeted expenditures. This fund's cash flow is tracking lower than last year due primarily to increased payroll costs from a position that was reallocated to this fund as well as overtime costs and temp help. Our current surplus of \$218,000 represents a \$26,000 increase from last month, so we're continuing to improve here. Drainage fee revenues tend to average at 1.2% higher than the previous fiscal year, although at this point we're seeing less than 1% growth for FY21. Any year-end surplus in this fund will be moved to the Drainage Capital Fund for use on the City's capital improvement plan.

FY21 vs. FY20 Cash Flow



Drainage Fund Operation Highlights

Revenue - Drainage Fees

FY21/FY20 0.8%

FY21/5-Yr Avg 2.5%

Expenditures (FY21/FY20)

Personnel	+ \$87k
Supplies	+ \$3k
Debt Service	-\$4k

Note: this fund's debt service is scheduled to be retired in fiscal year 2021.

Contractual	+ \$33k
Capital/Xfers	\$00k
Total Exp.	+ \$118k

Monthly Financial Report - August 2021

Hotel Tax Fund

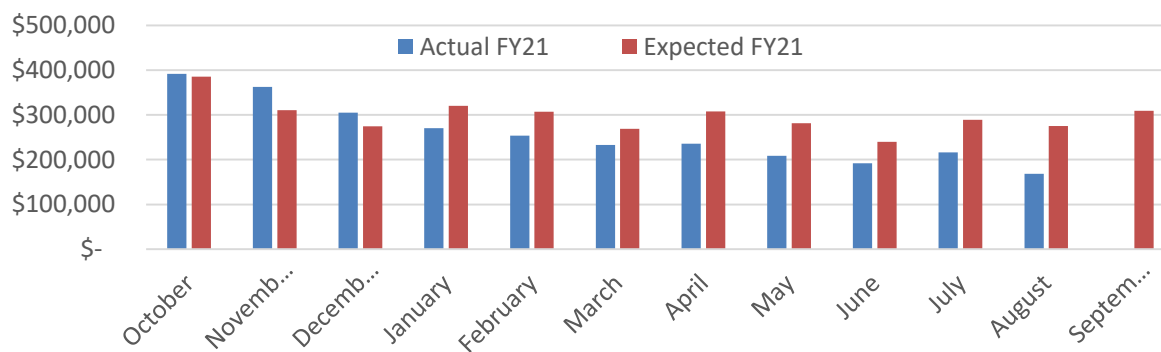
% of year Completed 92%

% of Budget Spent 95%

	FY21 Budget	FY21 YTD	% of Budget	FY20 YTD	FY20% of Budget
Revenues	\$ 237,500	\$ 79,994	34%	\$ 105,374	
Expenditures*	\$ 327,176	\$ 310,796	95%	\$ 211,090	
	\$ (89,676)	\$ (230,802)		\$ (105,715)	

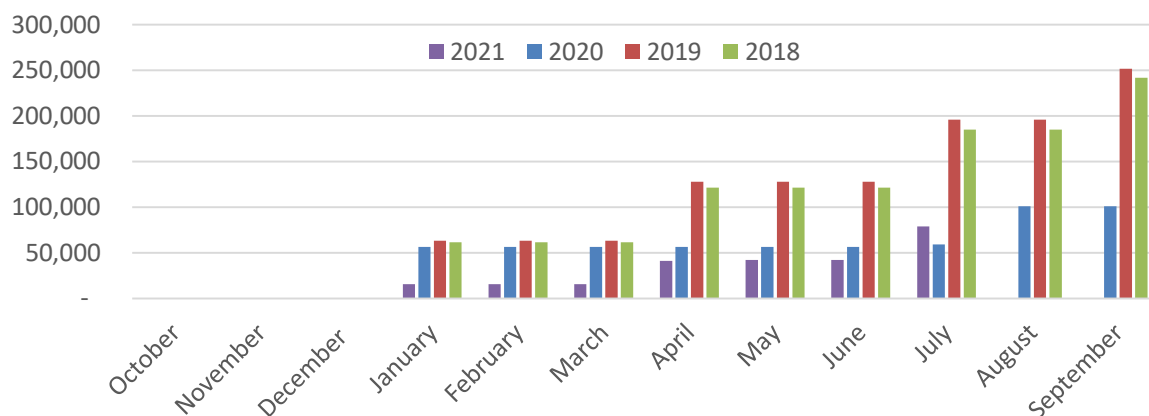
The Hotel Fund began the year outperforming expectations due mostly to lower spending than anticipated for the first quarter. Half of this fund is dedicated to personnel costs, whereas the other half is dedicated to improvements, event supplies, and promoting the City via events, economic development, and direct advertising. Our revenue only comes in once each quarter, and each payment tends to be pretty consistent in terms of amount. While COVID-related economic disruptions have obviously taken a toll this year, travel activities are on the rise in spite of concerns over the COVID delta variant, and revenue in this fund is making a swift comeback. Our current fund balance is back up at \$168,000 as of the end of this month. Given the relatively large balance here, the fund has been able to weather the difficult year.

Expected Fund Balance vs. Actual Fund Balance (by month)



Hotel Tax Performance

FY21 Revenue vs. History



Monthly Financial Report - August 2021

		% of year Completed		92%	
Debt Service Fund		% of Budget Spent		105%	
	FY21 Budget	FY21 YTD	% of Budget	FY20 YTD	FY20% of Budget
Revenues	\$ 782,500	\$ 803,921	103%	\$ 1,515,092	108%
Expenditures*	\$ 819,423	\$ 864,446	105%	\$ 1,236,398	88%
	\$ (36,923)	\$ (60,525)		\$ 278,694	

Similar to our General Fund's property tax collections, the Debt Service fund has received a substantial portion of its property taxes this year. Cash-flow for this fund is very predictable, as most revenues are recognized in December/January and debt service payments occur twice annually, with lease payments also occurring throughout the year. As of August's figures, the fund is running a deficit of about \$60,500. The fund's final debt payment for the year was made in August, so no further expenditures are anticipated for FY21. With Colleyville's current debt service schedule, all bonded debt is on track to be paid off by FY27.

*Please note that staff has planned to rely on \$37k of excess fund balance to pay for this year's costs.



For any questions or comments regarding this report, please contact:

Kyle Lester
 Finance Director
 City of Colleyville, TX
klester@colleyville.com
 817-503-1014



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 6a

Agenda Date 9/21/2021

Number Ordinance O-21-2168

Type Ordinance

Department Community Development

Title

Consideration of an amendment to the PUD-C Planned Unit Development-Commercial district established by Ordinance O-14-1927, to provide for revised building elevation drawings on Lot 2, Block 1, BYD Addition, located at 1109 Glade Road-Case ZC21-017

Strategic Plan

4.2 Encourage compatible commercial growth

Explanation

Second Reading and Public Hearing

The applicant spoke during the first reading and answered questions from the Council. One individual spoke during the public hearing and asked questions about parking, trash pick-up, landscaping, outdoor lighting, and windows. The applicant responded to the speaker's concerns.

First Reading and Public Hearing

Doug Skomer, the applicant, has submitted a request for an amendment to the existing PUD-C Planned Unit Development – Commercial ordinance for the Bayley Yandell development, being approximately 0.57 acres. The purpose is to amend the PUD-C's ordinance in order to allow for new building elevations for a new 5,716 s.f. office building. No other amendments are proposed.

Existing Conditions/Background: The subject property consists of a remaining open lot for construction of a new office building. This property was part of a larger garden office development, which was approved by City Council in October of 2014.

Proposed Amendment:

Request – The applicant requests to change the PUD-C ordinance to allow for new building elevations for a new 5,716 s.f. office building.

Analysis: The requested PUD-C amendment is for an updated elevation exhibit. The previous ordinance was approved in 2014. The applicant desires for the 5,716 s.f. office building to have a more architecturally transitional appearance as opposed to the garden office appearance. To change the building elevations from the PUD-C

ordinance requires an amendment to Ordinance O-14-1927.

Plat Status: The property is platted as Lot 2, Block 1, of the BYD Addition.

DRC Review: The DRC reviewed the request during their July 20, 2021, meeting and determined the application was complete and may be scheduled for the next available Planning and Zoning Commission meeting.

Drainage: NA

Surrounding Development: The property to the north and south have R-20 Single Family Residential zoning and have mostly developed with residential structures. However, there are several office buildings close by on the north side of Glade Road. The properties to the east and west have PUD-C zoning and are improved with office buildings.

Comprehensive Plan: The City's Comprehensive Plan, *Destination Colleyville*, identifies the subject property for commercial development. The proposed change to the PUD-C ordinance does not conflict with any portion of the comprehensive plan.

Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners Associations within 1,000 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code.

Staff Recommendation: Staff is neutral on this request. The building design complies with the regulations found in Chapter 6 Commercial Design Standards of the LDC.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of the request at their August 10, 2021, meeting by a vote of 6-0.

Financial Impact

There is no financial impact to the City.

Recommendation

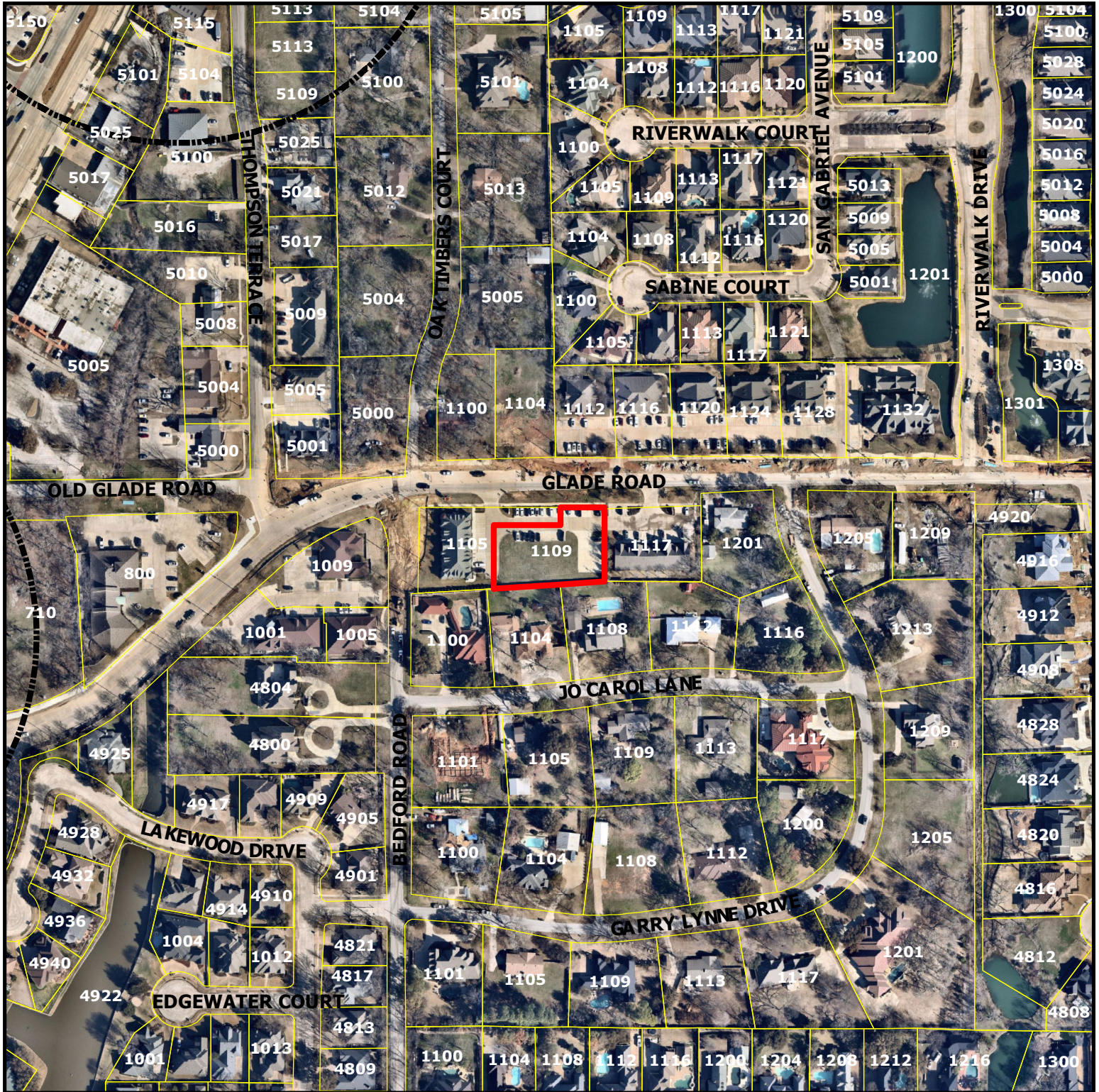
None

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Elevation Exhibit
5. Site & Landscape Plans
6. Ordinance O-14-1927

7. Notification Map
8. Notification List
9. Ordinance O-21-2168

Aerial Map



ZC21-017

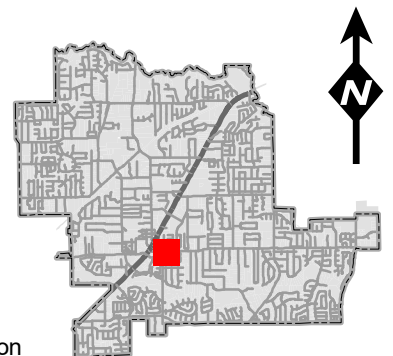
1109 Glade Road

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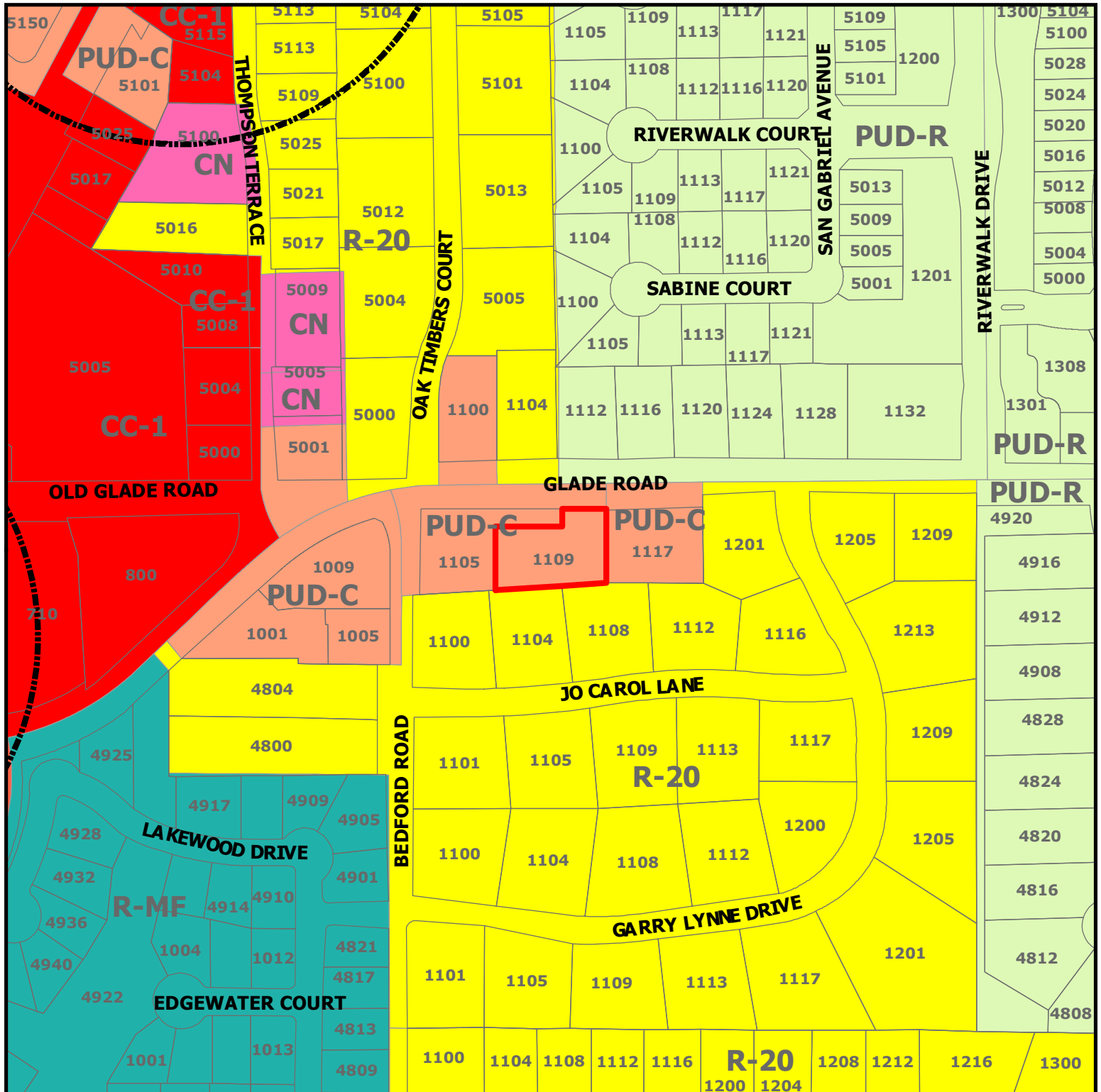


Subject Property

Sales Tax Preferred Intersection



Zoning Map



ZC21-017

1109 Glade Road

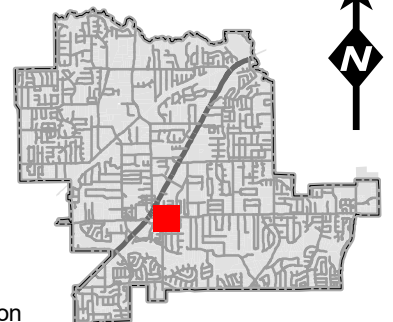
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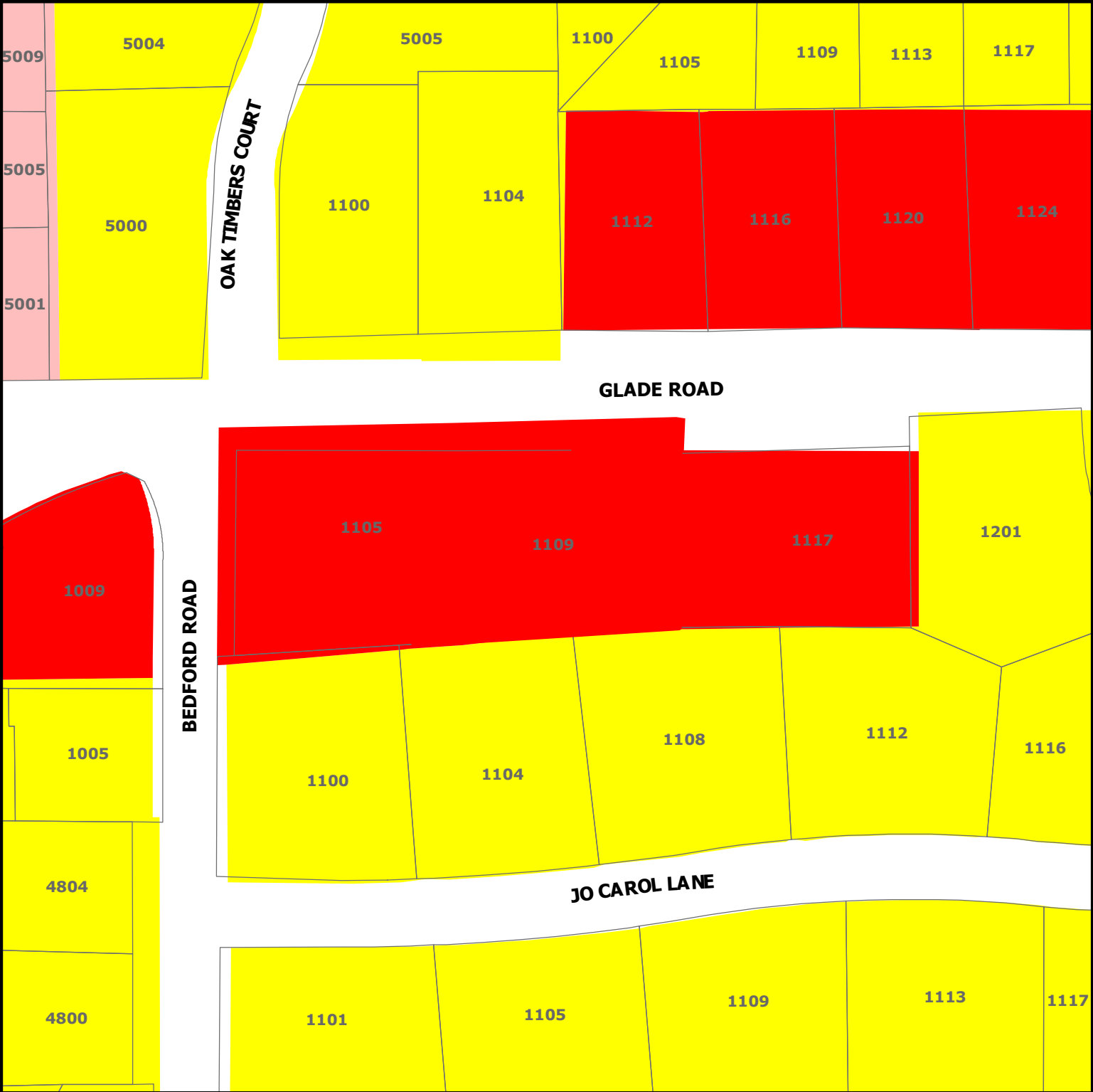


Subject Property

Sales Tax Preferred Intersection



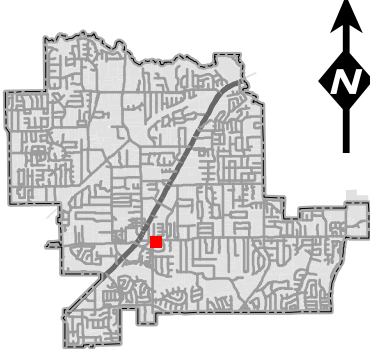
Future Land Use Map

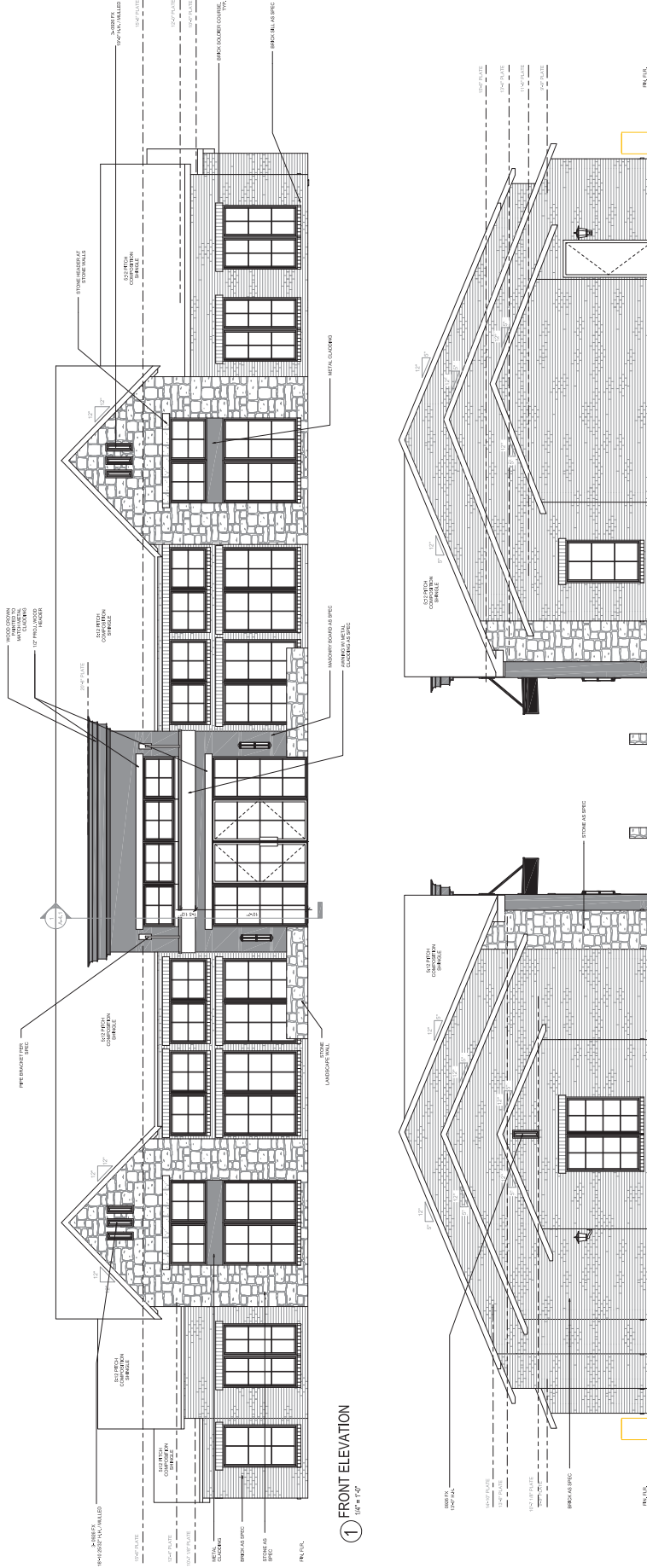


ZC21-017 1109 Glade Road

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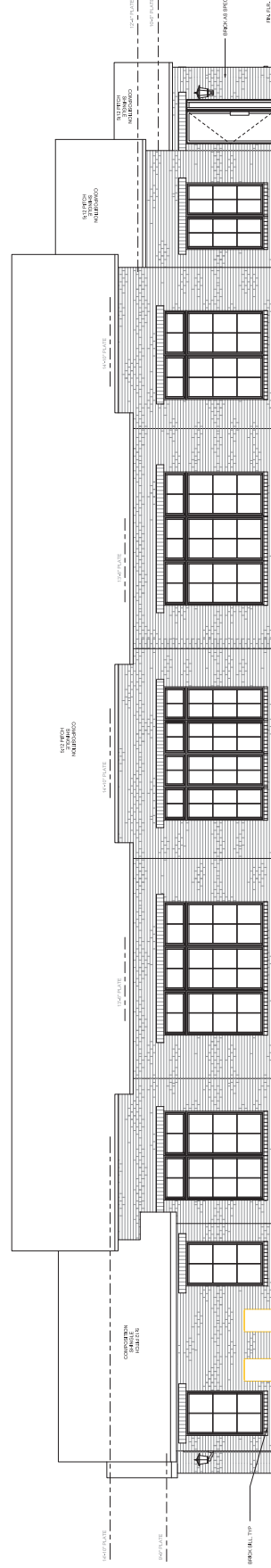
-  Subject Property
-  Residential
-  Commercial
-  Colleyville Blvd Corridor





② LEFT ELEVATION
1/4" = 1'-0"

③ RIGHT ELEVATION
1/4" = 1'-0"



④ REAR ELEVATION
1/4" = 1'-0"

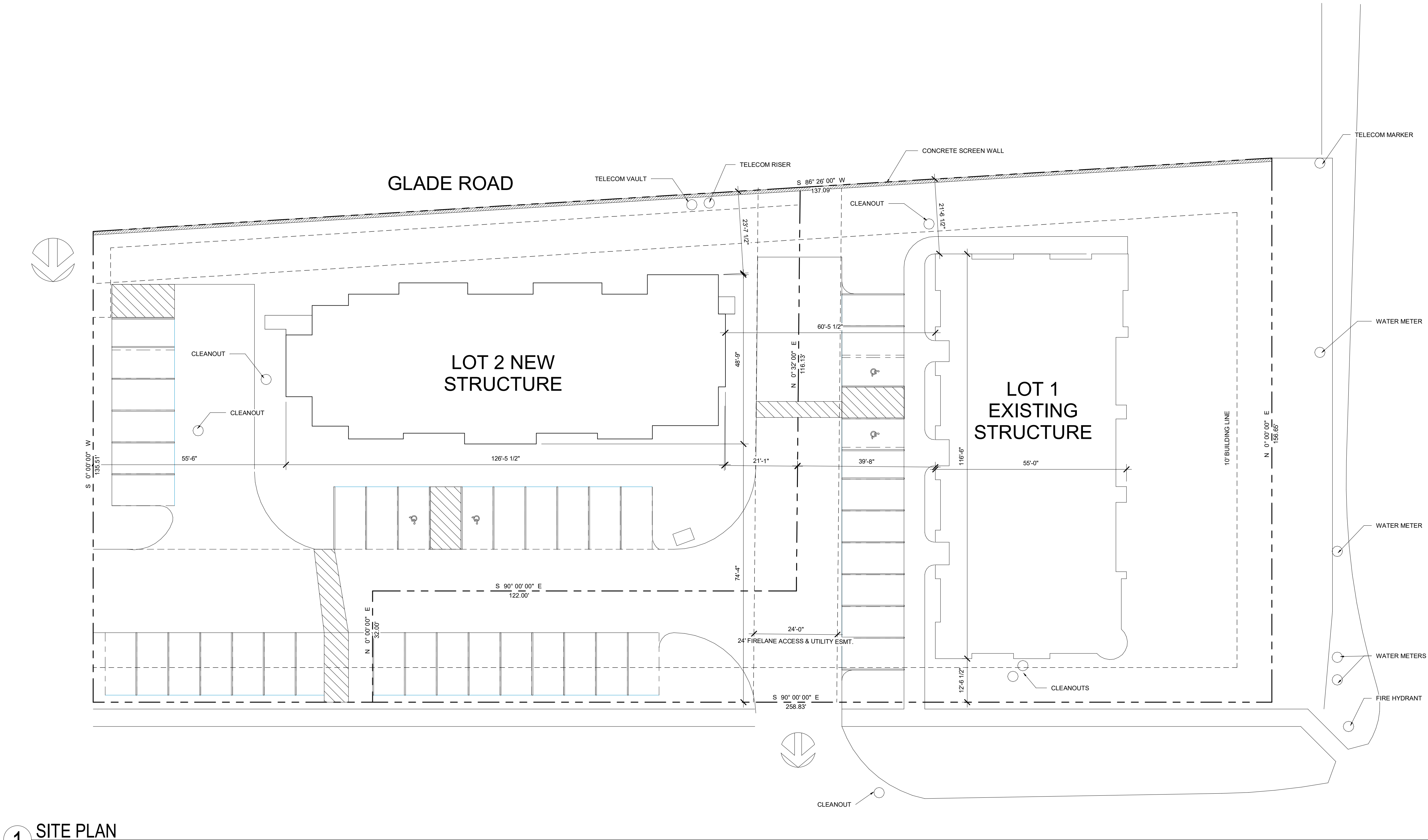
NOTE:

1. SECOND FLOOR PLATE HEIGHTS BASED OFF OF 16"

BRICK SOFT		STONE SOFT		METAL CLADDING SOFT	
FRONT	608 SF	FRONT	732 SF	FRONT	429 SF
LEFT	602 SF	Grand total	732 SF	Grand total	429 SF
REAR	1217 SF				
RIGHT	598 SF				
Grand total	2943 SF				

FRONT MASONRY %		LEFT MASONRY %	REAR MASONRY %	RIGHT MASONRY %
MASONRY	84%	MASONRY	100%	MASONRY
METAL CLAD	15%			
STUCCO	1%			

OVERALL PERCENTAGES	
Masonry - Brick	41%
Masonry - Brick Walnscol	3%
Masonry - Random Stone	10%
Metal - Stud Layer	41%
Siding	6%



1 SITE PLAN
1/16" = 1'-0"

GENERAL NOTES:

REQUIRED PARKING:

- 1105 GLADE
• 20 REGULAR
• 2 HANDICAP

- 1109 GLADE
• 19 REGULAR
• 2 HANDICAP

**PROPOSED BUILDING USE, OVERALL
HEIGHT, AND AREAS:**

EXISTING LOT USE - VACANT
PROPSOED BUILDING USE - OFFICE SPACE

OVERALL BUILDING HEIGHT - 23' - 8"

LOT COVERAGE	
LOT AREA	24855 SF
SLAB AREA	5123 SF

LOT COVERAGE: 20.6%

AREAS	
FIRST FLOOR AC	5123 S.F.

COVERED ENTRY	73 SF
EXIT STOOP	23 SF
ROOF EAVE AREA 1	361 SF
ROOF EAVE AREA 2	136 SF
TOTAL SF UNDER ROOF	5716 SF

1. THE PROPERTY OWNER IS RESPONSIBLE FOR REGULAR WEEDING, MOWING, IRRIGATION, FERTILIZING, PRUNING AND OTHER MAINTENANCE OF ALL PLANTINGS. THE REQUIRED LANDSCAPING MUST BE MAINTAINED IN HEALTHY GROWING CONDITION AT ALL TIMES.
2. CONTRACTOR SHALL PROVIDE ALL LABOR AND MATERIALS NECESSARY TO COMPLETE THE WORK SHOWN ON THE LANDSCAPE PLANS.
3. ALL PROPOSED LANDSCAPING AND IRRIGATION SHALL BE INSTALLED PER LOCAL CITY ORDINANCES AND STATE REQUIREMENTS, WHICHEVER IS MORE STRINGENT. NOTIFY OWNER'S REPRESENTATIVE AND LANDSCAPE ARCHITECT OF ANY DISCREPANCIES PRIOR TO CONSTRUCTION.
4. NO SPECIFIED PLANT MATERIAL SHALL BE PLANTED UNTIL THE LANDSCAPE IRRIGATION SYSTEM HAS BEEN INSTALLED AND IS OPERATING WITH 100% COVERAGE OF PROPOSED LANDSCAPE AREAS.
5. LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR MAKING HIMSELF FAMILIAR WITH ALL UNDERGROUND UTILITIES, PIPES, STRUCTURES AND LINE RUNS.
6. CONTRACTOR IS RESPONSIBLE FOR VERIFICATION OF ALL QUANTITIES BASED ON THE DRAWING(S) AND ACTUAL FIELD DIMENSIONS. PLANT QUANTITIES HAVE BEEN PROVIDED AS A CONVENIENCE ONLY TO THE OWNER(S) AND SHALL NOT BE CONSIDERED ABSOLUTE. CONTRACTOR SHALL FOLLOW DESIGN INTENT.
7. ALL PROPOSED SUBSTITUTIONS MUST BE APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
8. NOTIFY LANDSCAPE ARCHITECT IF LAYOUT OF TREES, BEDS AND/OR PLANTS REQUIRE ALTERATION FROM LANDSCAPE PLAN. NOTIFICATION WILL BE REQUIRED PRIOR TO ALTERING LAYOUT.
9. TREES SHALL BE HANDLED BY ROOT BALLS ONLY. DO NOT DAMAGE BALL, TRUNK, OR LOOSEN TRUNK FROM BALL.
10. TREE ARE TO BE PLANTED WITH TRUNKS STRAIGHT AND MAY BE REQUIRED BY THE OWNER AND/OR LANDSCAPE ARCHITECT TO BE STAKED. ALL TREES REQUIRED TO BE STAKED AND GUYED SHALL CONTINUE TO BE SO THROUGH THE WARRANTY PERIOD AT WHICH TIME THE OWNER AND/OR LANDSCAPE ARCHITECT SHALL DETERMINE IF REMOVAL IS APPROPRIATE.
11. ALL TREES LOCATIONS SHALL BE APPROVED BY OWNER OR OWNER'S REPRESENTATIVE PRIOR TO PLANTING.
12. AT NO TIME WILL ANY PLANT MATERIAL BE ALLOWED TO SETTLE BEYOND TOP OF ROOT BALL OR POTTED SOIL LINE. SHOULD PLANT MATERIAL SETTLE, THE PLANT(S) WILL BE REPLANTED AT THE PROPER HEIGHT AND/OR REPLACED IF NECESSARY AT THE CONTRACTOR'S COST.
13. ALL PROPOSED BED AREAS SHALL BE TILLED TO A DEPTH OF 6", ADDING A 3" MIN. LAYER OF LIVING EARTH COMPOST BY LIVING EARTH, 972-869-4332, OR APPROVED EQUAL.
14. ALL LANDSCAPE BEDS SHALL RECEIVE A 2" TOP DRESS LAYER AND THE TREE PLANTING PITS A 1" LAYER OF NATIVE HARDWOOD MULCH, BY LIVING EARTH, 972-869-4332 EQUAL.
15. ALL LANDSCAPING LOCATED WITHIN THE VISIBILITY TRIANGLES SHALL COMPLY WITH THE VISIBILITY TRIANGLE REQUIREMENTS OF THE GOVERNING MUNICIPALITY.
16. THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO REFUSE ANY LANDSCAPE MATERIAL ON SITE.
17. APPLICABLE REFERENCES / STANDARDS / SPECIFICATIONS: AMERICAN JOINT COMMITTEE OF HORTICULTURAL NOMENCLATURE - STANDARDIZED PLANT NAMES, SECOND EDITION, 1942; AMERICAN ASSOCIATION OF NURSERYMEN: AMERICAN STANDARD OF NURSERY STOCK, 1973.
18. SHOULD EXISTING UTILITIES BE DAMAGED OR DISTURBED DURING CONSTRUCTION, NOTIFY LANDSCAPE ARCHITECT OR OWNERS REPRESENTATIVE AND PROPER AUTHORITIES FOR RESTORATION.
19. CONTRACTOR SHALL GUARANTEE ALL PLANTS FOR ONE YEAR FROM DATE OF WRITTEN FINAL ACCEPTANCE BY LANDSCAPE ARCHITECT OR OWNERS REPRESENTATIVE.
20. GUARANTEE DEFINITION: AT ANY AND ALL TIMES THROUGHOUT THE YEAR (WITHIN TWO WEEKS OF NOTIFICATION BY OWNER / LANDSCAPE ARCHITECT), ALL DEAD PLANTS (EXCEPT THOSE DEAD DUE TO OWNER NEGLIGENCE) AND ALL THOSE DETERMINED NOT TO BE IN A NORMAL, VIGOROUS GROWING CONDITION, ARE TO BE REPLACED WITH SIMILAR SIZE AND TYPE PLANTS AT NO EXPENSE TO OWNER.
21. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF ALL PLANT MATERIALS UNTIL DATE OF FINAL ACCEPTANCE BY LANDSCAPE ARCHITECT OR OWNERS REPRESENTATIVE. CONTRACTOR SHALL CLEAN JOB SITE AT THE CONCLUSION OF EACH WORKDAY UNTIL DATE OF FINAL ACCEPTANCE.
22. CONTRACTOR IS REQUIRED TO PERFORM A PERCOLATION TEST FOR EACH TREE PIT PRIOR TO INSTALLATION. IF DRAINAGE DOES NOT OCCUR WITHIN 24 HOURS THE CONTRACTOR WILL BE REQUIRED TO PROVIDE A GRAVEL SUMP, FILTER FABRIC AND STANDPIPE. ALL SUMPS SHOULD BE INCLUDED IN THE BASE BID AND PROVIDED AS A DEDUCT ALTERNATE IF NOT REQUIRED AFTER THE PERCOLATION TEST IS PERFORMED.

PLANT MATERIAL NOTES:

1. ALL TREES TO BE UNIFORM BY SPECIES WITH STRAIGHT TRUNKS, MATCHING CHARACTER, AND FULL BRANCHING STRUCTURE.
2. ALL SHRUBS TO BE FULL AND UNIFORM BY SPECIES WITH MATCHING CHARACTER AND BRANCHING STRUCTURE.
3. EACH PLANT VARIETY MUST COME FROM A SINGLE SOURCE SUPPLIER IN ORDER TO MAINTAIN A CONSISTENT APPEARANCE.
4. ALL TREES, B&B AND CONTAINER TO BE NURSERY GROWN STOCK, WITH A WELL ESTABLISHED ROOT SYSTEM. COLLECTED SPECIMENS WILL BE REJECTED. CONTAINER GROWN PLANT MATERIAL MUST HAVE WELL-ESTABLISHED ROOT SYSTEM, REACHING THE SIDES OF THE CONTAINER, ABLY MAINTAIN A FIRM BALL WHEN THE CONTAINER IS REMOVED, BUT SHALL NOT HAVE EXCESSIVE ROOT GROWTH ENCIKLING THE INSIDE OF THE CONTAINER.
5. ALL PLANT MATERIAL SHALL COMPLY WITH THE MINIMUM REQUIREMENTS AS SET FORTH BY THE AMERICAN ASSOCIATION OF NURSERYMEN, TEXAS ASSOCIATION OF NURSERYMEN STANDARDS AND/OR AS STATED IN THE PLANT SCHEDULE, WHICHEVER IS MORE STRINGENT.

1. ALL EXISTING UTILITY DATA IS PROVIDED FOR INFORMATION ONLY. ALTHOUGH THIS DATA IS SHOWN AS ACCURATELY AS POSSIBLE, THE CONTRACTOR IS CAUTIONED THAT THE OWNER AND THE ENGINEER NEITHER ASSUMES NOR IMPLIES ANY RESPONSIBILITY FOR THE ACCURACY OF THIS DATA. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT THE UTILITY AFFECTED AND VERIFY THESE LOCATIONS AND ELEVATIONS PRIOR TO CONSTRUCTION.
2. CALL 1-800-344-8377 (DIG-TESS) OR OTHER UTILITY LOCATING SERVICES 48 HOURS PRIOR TO CONSTRUCTION ACTIVITY. MYCOSKIE MCINNIS ASSOCIATES, INC. IS NOT RESPONSIBLE FOR KNOWING ALL EXISTING UTILITIES OR DEPICTING EXACT LOCATIONS OF UTILITIES ON DRAWINGS.

1. ALL LANDSCAPING SHALL BE PERMANENTLY MAINTAINED AND SHALL HAVE AN UNDERGROUND IRRIGATION SYSTEM INSTALLED BY A LICENSED IRRIGATOR AND MUST MEET ALL APPLICABLE REQUIREMENTS OF THE CITY
2. LANDSCAPE AREAS SHALL BE KEPT FREE OF TRASH, LITTER, WEEDS AND OTHER SUCH MATERIAL OR PLANTS NOT A PART OF THE LANDSCAPING.
3. ALL PLANT MATERIALS SHALL BE MAINTAINED IN A HEALTHY AND GROWING CONDITION AS IS APPROPRIATE FOR THE SEASON OF THE YEAR.
4. PLANT MATERIALS WHICH DIE SHALL BE REPLACED WITH PLANT MATERIAL OF SIMILAR VARIETY AND SIZE WITHIN A SIX (6) MONTH PERIOD.
5. THE MAINTENANCE REQUIREMENT CONTAINED IN THIS SECTION SHALL BE APPLICABLE REGARDLESS OF THE TENNANT OCCUPANCY STATUS OF ANY BUILDINGS ON THE PROPERTY

LANDSCAPE DATA

TREE CANOPY COVERAGE DATA

GRAHAM HART OFFICE BUILDING
COLLEYVILLE, TEXAS

LANDSCAPE PLAN



06/29/202

PROJECT NUMBER:	3491-00-01
PROJECT MANAGER:	J. SUMPTER
DRAWN BY:	D. JOINER
CHECKED BY:	J. SUMPTER
ISSUE DATE:	06/29/2021

[illegible]

REV.	DATE	DESCRIP.	BY
------	------	----------	----

SHEET CONTENT:

LANDSCAPE PLAN

SHEET NO: **L1.01**

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ORDINANCE O-14-1927

AMENDING THE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING ON 1.36 ACRES ON LOTS 1 AND 2, BLOCK 1, SUNRISE TERRACE ADDITION, FROM THE R-20-SINGLE FAMILY RESIDENTIAL ZONING DISTRICT TO THE PUD-C-PLANNED UNIT DEVELOPMENT COMMERCIAL ZONING DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a rezoning under Case No. ZC14-009; and

WHEREAS, the City of Colleyville deems it necessary, for the purpose of promoting the health, safety, morals, or general welfare of the City to enact a new zoning ordinance; and

WHEREAS, the City Council has appointed a Planning and Zoning Commission to recommend the boundaries of the various original zoning districts and appropriate regulations be enforced therein and to recommend a new zoning ordinance; and

WHEREAS, the Planning and Zoning Commission has divided the City into districts and has prepared regulations pertaining to such districts in accordance with a comprehensive plan designed to lessen congestion in the streets; to secure safety from fire, panic, and other dangers; to promote health, general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration, among other things, to the character of the districts and their peculiar suitability for particular uses, with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the Charter of the City of Colleyville, and State Law with reference to changes to zoning classifications under the Zoning Ordinance Regulations and Zoning Map, having given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners

generally, and to the persons interested and situated in the affected area and in the vicinity thereof, the governing body of the City of Colleyville is of the opinion that said change in zoning should be made.

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 1.36 acres on Lots 1 and 2, Block 2, Sunrise Terrace Addition, from the R-20-Single Family Residential zoning district to the PUD-C-Planned Unit Development Commercial zoning district, as depicted in the attached Exhibit "A".
- Sec. 3. THAT the Official Zoning Map of the City of Colleyville be amended to incorporate the zoning change approved herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. Permitted uses shall be limited to Professional and General Office as permitted by the CPO-Professional Office Commercial District.
- b. The proposed development is subject to all the regulations contained in the Land Development Code, except as amended by this ordinance.
- c. Prior to the issuance of any building permit, a replat of the subject properties shall be submitted, approved and filed with the Tarrant County Clerk.

2. BUILDING AND SITE COMPLIANCE PROVISIONS

- a. All new buildings must comply with the provisions of

Chapter 6-Commercial Building Design in the Land Development Code.

- b. All landscaping shall meet the minimum requirements of Chapter 4-Landscaping and Buffering in the Land Development Code.
- c. The 40-foot front yard setback shall be reduced to 10 feet.
- d. The rear yard setback shall be reduced to 20 feet.
- e. This development, including the use of land and the layout of the buildings on the property shall be generally consistent with Exhibit "B" and "D".
- f. The building elevations shall be generally consistent with Exhibit "C".
- g. The driveway approach connecting to Glade Road may be located no closer than 145 feet, measured from centerline to centerline, from the potential realigned intersection of Bedford Road and Glade Road as shown on Exhibit "B". The final approval of said driveway location and determination of approved turning movements within said driveway approach shall be made by the City Engineer prior to the final approval and construction of said driveway.

Sec. 5. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.

Sec. 7. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that

portion so decided to be invalid or unconstitutional.

Sec. 8. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 9. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

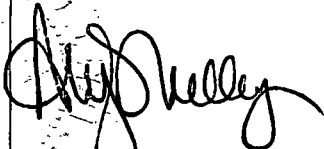
The first reading and public hearing being conducted on the 19th day of August 2014.

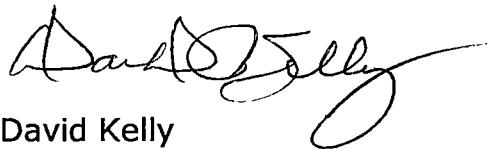
The second reading and public hearing being conducted on the 21st day of October 2014.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the 21st day of October 2014.

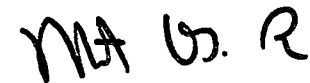
ATTEST:

CITY OF COLLEYVILLE


Amy Shelley, TRMC
City Secretary


David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:



Matthew C. G. Boyle
City Attorney

The map displays a residential area with the following streets and lot numbers:

- Streets:** THOMPSON, OAK TIMBERS CT, RIVERWALK CT, SABINE CT, GLADE RD, JO CAROL LN, GARRY LYNNE DR, EDgewater, BEDFORD RD.
- Highlighted Property:** 1105 (Subject Property).
- Other Lot Numbers:** 5104, 5103, 5100, 5109, 5025, 5021, 5012, 5017, 5009, 5004, 5005, 5000, 5001, 1105, 1104, 1108, 1112, 1116, 1120, 1124, 1128, 1100, 1109, 1113, 1117, 1121, 1201, 1205, 1213, 1200, 1101, 1105, 1109, 1113, 1117, 1100, 1104, 1108, 1112, 1116, 1200, 1204.

[illegible]

Exhibit B – Conceptual Site Plan

Exhibit C – Building Elevations

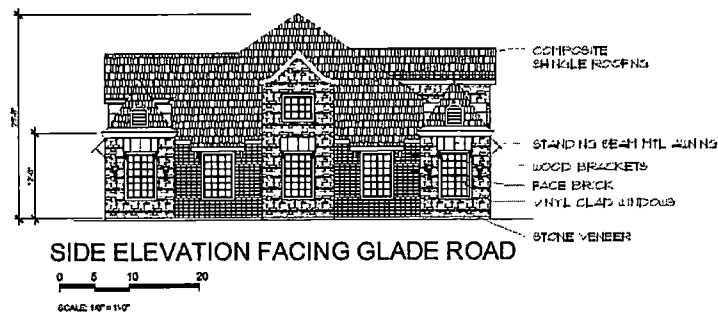
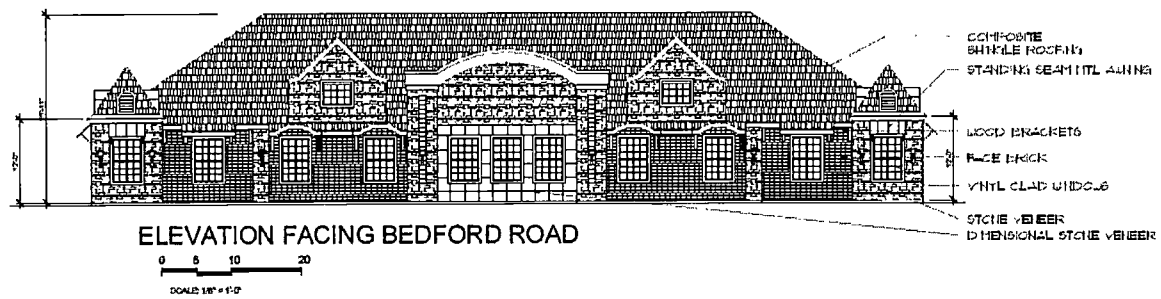
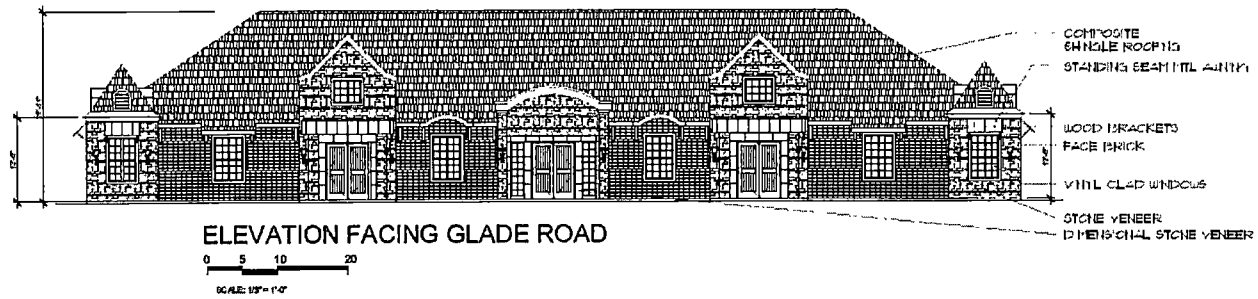


Exhibit D - Statement of Planning Objectives



October 7, 2014

Revised Statement of Planning Objectives
1105 Glade Road
Southeast corner of Glade Rd and Bedford Rd

The proposed tract is approximately 1.36 acres at the corner of Bedford Road and Glade Road. We propose to rezone the property from the current R-20 classification to a PUD-C district with the use for the site being commercial office. The development objective is to provide two premier garden office buildings as a cohesive complex and relevant to the adjoining uses on Glade Rd. These buildings are to be of top quality finishes inside and out. The exteriors are to be constructed of masonry materials including stone, brick, stucco and wood. Both buildings will be a mirror of each other and will be just less than 6,000 Sq. ft. each.

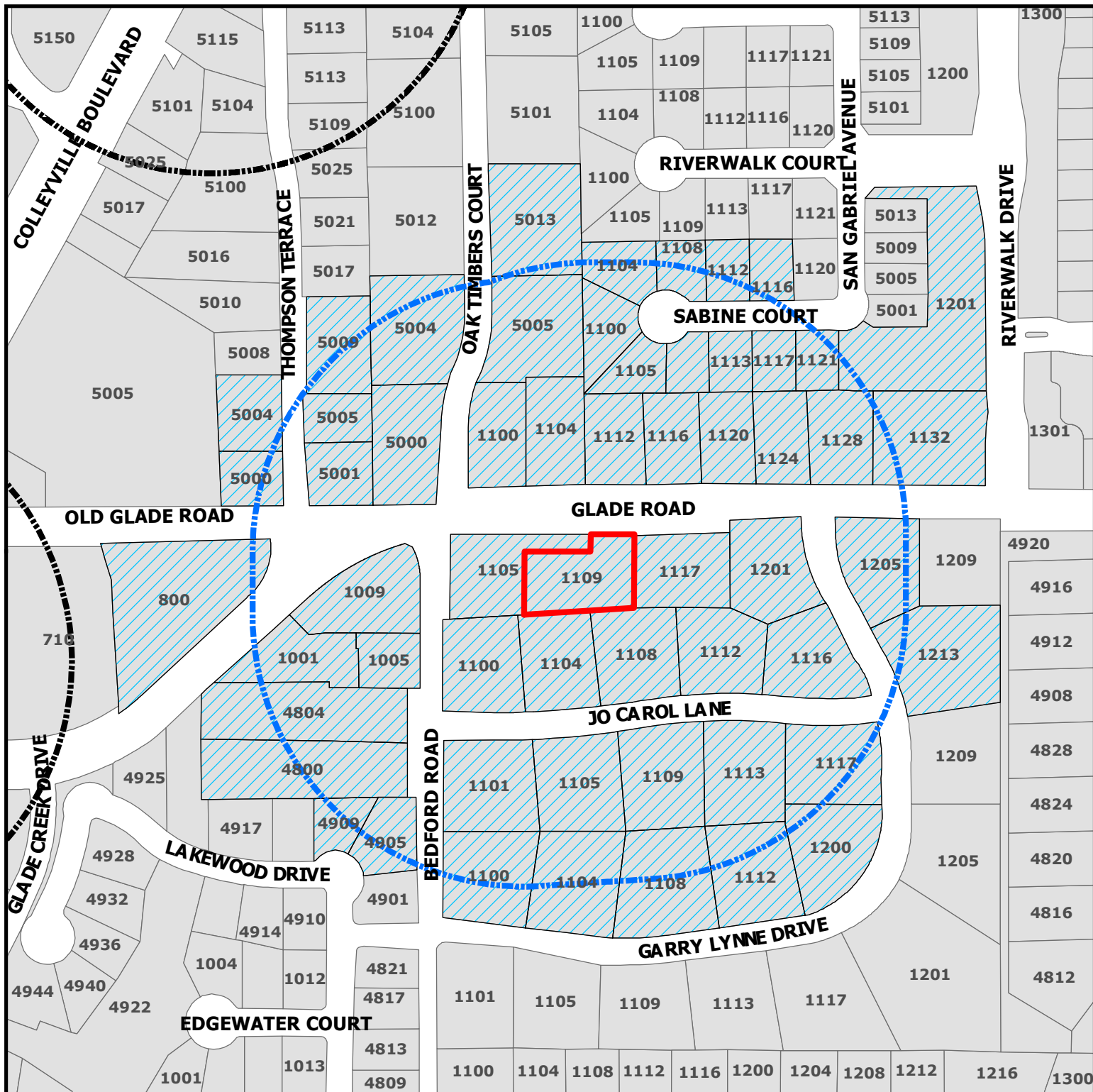
At the rear, a masonry screen wall and landscape buffer will be provided per the unified development code and city ordinances. We will insure that our landscape plan meets all requirements and codes as outlined by the city.

Bayley Yandell Development and Graham Hart Home Builder will occupy one building with all remaining space being leased out.

Sincerely,

Peter Slover

Notification Map



ZC21-017

1109 Glade Road



Subject Property



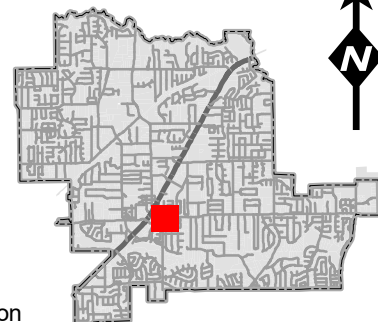
500ft Buffer



Properties within 500ft



Sales Tax Preferred Intersection



DISCLAIMER:
This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

OBJECTID	Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
1	GLADE RIVER LLC	11511 ROSSER RD	DALLAS, TX	75229	1124 GLADE RD
2	LANGELIER MANAGEMENT LLC	8155 WESTWIND CT	NORTH RICHLAND HILLS, TX	76180	1112 GLADE RD
3	GLADE RD CAPITAL LLC	PO BOX 1821	COLLEYVILLE, TX	76034	1005 GLADE RD
4	O'BRIEN, PETE	609 CHEEK SPARGER RD STE 120	COLLEYVILLE, TX	76034	5004 THOMPSON TERR
5	COLLINS, JANET M	5013 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5013 OAK TIMBERS CT
6	LORENZEN, MIKE	1105 JO CAROL ST	COLLEYVILLE, TX	76034	1105 JO CAROL LN
7	EDGELL, BETTY R	1112 GARRY LYNNE DR	COLLEYVILLE, TX	76034	1112 GARRY LYNNE DR
8	FREEMAN, BECKY A	1112 JO CAROL ST	COLLEYVILLE, TX	76034	1112 JO CAROL LN
9					1001 GLADE RD
10	QUENICHET, JOHN WAYNE	5005 OAK TIMBERS CT	COLLEYVILLE, TX	76034	5005 OAK TIMBERS CT
11	GLADE ROAD CAPITAL LLC	PO BOX 1821	COLLEYVILLE, TX	76034	1009 GLADE RD
12	KING FISHER LTD	1132 GLADE RD	COLLEYVILLE, TX	76034	1132 GLADE RD
13	GLADE RIVER III LLC	11511 ROSSER RD	DALLAS, TX	75229	1104 GLADE RD
14	WALKER, DAVID	1112 SABINE CT	COLLEYVILLE, TX	76034	1112 SABINE CT
15	RAJU FAMILY TRUST	3816 APPLETON LN	FLOWER MOUND, TX	75022	5004 OAK TIMBERS CT
16	THOMPSON BENJAMIN ETUX YEE-PIN	1100 GLADE RD	COLLEYVILLE, TX	76034	1100 GLADE RD
17	RICE, MOLLY	1109 JO CAROL ST	COLLEYVILLE, TX	76034	1109 JO CAROL LN
18	CANNON, CAREY W	1104 GARRY LYNNE DR	COLLEYVILLE, TX	76034	1104 GARRY LYNNE DR
19	JOHNSTON, AMANDA LOUISE	1100 GARRY LYNNE DR	COLLEYVILLE, TX	76034	1100 GARRY LYNNE DR
20	HENDRICKSON, HOLLEY	1804 GLENBROOK CT	BEDFORD, TX	76021	1108 GARRY LYNNE DR
21	GLADE RIVER IV LP	11511 ROSSER RD	DALLAS, TX	75229	1120 GLADE RD
22	ACROPOLIS INC	15233 VENTURA BLVD SUITE 1160	SHERMAN OAKS, CA	91403	5001 THOMPSON TERR
23	CHO, AARON	2877 NOTTINGHAM DR	ROANOKE, TX	76262	1101 JO CAROL LN
24	ESCOBAR, ROSA	4804 BEDFORD RD	COLLEYVILLE, TX	76034	4804 BEDFORD RD
25	MONTANO, THOMAS B	1100 SABINE CT	COLLEYVILLE, TX	76034	1100 SABINE CT
26	VARIN, ADRIAN	4909 LAKEWOOD DR	COLLEYVILLE, TX	76034	4909 LAKEWOOD DR
27	DELGADO, MARK ETAL	5000 THOMPSON TERR	COLLEYVILLE, TX	76034	5000 THOMPSON TERR
28	FOWLER, BARBARA	1113 JO CAROL ST	COLLEYVILLE, TX	76034	1113 JO CAROL LN
29	JAYARAMAN, KARUNAKARAN	1117 SABINE CT	COLLEYVILLE, TX	76034	1117 SABINE CT
30	JENKINS, DOROTHY MARIE	1200 GARRY LYNNE DR	COLLEYVILLE, TX	76034	1200 GARRY LYNNE DR
31	ZHANG, PENGCHENG	1104 SABINE CT	COLLEYVILLE, TX	76034	1104 SABINE CT
32	DONAHOE, DUSTIN	1116 SABINE CT	COLLEYVILLE, TX	76034	1116 SABINE CT
33	SEHAT, MAJID	4800 BEDFORD RD	COLLEYVILLE, TX	76034	4800 BEDFORD RD
34	REYES, STEVE	4905 LAKEWOOD DR	COLLEYVILLE, TX	76034	4905 LAKEWOOD DR
35	ACROPOLIS INC	15233 VENTURA BLVD SUITE 1160	SHERMAN OAKS, CA	91403	5005 THOMPSON TERR
36	GLADE RIVER II LLC	11511 ROSSER RD	DALLAS, TX	75229	1128 GLADE RD
37	SAREEN, RAJEEV	1121 SABINE CT	COLLEYVILLE, TX	76034	1121 SABINE CT
38	GRISIO, TERANCE R	3505 MEADOWLARK LN	COLLEYVILLE, TX	76034	1205 GLADE RD
39	NOBEL SOURCE COMPANY LLC	640 S HILL ST STE 341	LOS ANGELES, CA	90014	800 GLADE RD
40	SHALLWANI, ABDUL HAMEED	1105 SABINE CT	COLLEYVILLE, TX	76034	1105 SABINE CT
41	MERCER FAMILY PROPERTIES LLC	725 N FIELDER RD STE B	ARLINGTON, TX	76012	1116 GLADE RD
42	YANG, CHI-HUI LEO	1108 SABINE CT	COLLEYVILLE, TX	76034	1108 SABINE CT
43	CSSG HOLDINGS LLC	12409 DIDO VISTA CT	FORT WORTH, TX	76179	5009 THOMPSON TERR
44	RIVERWALK AT COLLEYVILLE HOA	1112 RIVERWALK CT	COLLEYVILLE, TX	76034	1201 RIVERWALK CT
45	NANJI REVOCABLE TRUST	1109 SABINE CT	COLLEYVILLE, TX	76034	1109 SABINE CT
46	RIKA, AMZA	1201 GLADE RD	COLLEYVILLE, TX	76034	1201 GLADE RD
47	RODGERS, CONRAD B	1213 GARRY LYNNE DR	COLLEYVILLE, TX	76034	1213 GARRY LYNNE DR
48	MAHMOOD, TALAT	12928 CONIFER LN	EULESS, TX	76040	1117 JO CAROL LN
49	KING, DALE L	PO BOX 371	COLLEYVILLE, TX	76034	5000 OAK TIMBERS CT
50	MAGANA, MARIO	1113 SABINE CT	COLLEYVILLE, TX	76034	1113 SABINE CT
51	EDGELL, KEITH A	1116 JO CAROL ST	COLLEYVILLE, TX	76034	1116 JO CAROL LN
52	PREMIER OFFICE EQUITIES	1117 GLADE RD STE 140	COLLEYVILLE, TX	76034	1117 GLADE RD
53	PETERSON, BARBARA LISA	1104 JO CAROL ST	COLLEYVILLE, TX	76034	1104 JO CAROL LN
54	TRACHIER, STEVE	1108 JO CAROL ST	COLLEYVILLE, TX	76034	1108 JO CAROL LN
55	A&H FT WORTH INVESTMENTS LLC	PO BOX 2082	COLLEYVILLE, TX	76034	1105 GLADE RD
56	ADVENIAT REGNUM TUUM, LLC.	1105 GLADE RD STE 100	COLLEYVILLE, TX	76034	1109 GLADE RD
57	VELNOSKY, CHELSIE	1100 JO CAROL ST	COLLEYVILLE, TX	76034	1100 JO CAROL LN
58	LAKEWOOD ESTATES	213 Mill Crossing West	COLLEYVILLE, TX	76034	COURTESY NOTICE
59	RIVERWALK AT COLLEYVILLE	P.O. Box 1031	COLLEYVILLE, TX	76034	COURTESY NOTICE
60	BRIDGES AT RIVERWALK ADDITION	P.O. Box 1183	COLLEYVILLE, TX	76034	COURTESY NOTICE
61	LAKES OF SOMERSET	1104 Chatsworth Court West	COLLEYVILLE, TX	76034	COURTESY NOTICE
62	CARMEL PLACE ESTATES	4816 Carmel Place	COLLEYVILLE, TX	76034	COURTESY NOTICE
63	GRAPEVINE COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE, TX	76051	STATE REQUIRED

ORDINANCE O-21-2168

AN ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, AMENDING THE ZONING ORDINANCE BY AMENDING THE PUD-C ESTABLISHED BY ORDINANCE O-14-1927 TO PROVIDE FOR REVISED BUILDING ELEVATION DRAWINGS ON LOT 2, BLOCK 1, BYD ADDITION, LOCATED AT 1109 GLADE ROAD; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on October 21, 2014 the City Council held a hearing on Case ZC-1400 and approved Ordinance O-14-1927 granting a rezoning request from the R-20 Single Family Residential district to the PUD-C Planned Unit Development – Commercial district on 1.36 acres located at 1105 & 1109 Glade Road (the “Subject Property”); and

WHEREAS, the owner/applicant in the present case has requested to amend Section 4, subsection 2.f. of Ordinance O-14-1927 to amend and replace Exhibit “C” to provide for changes in the existing building elevations; and

WHEREAS, the City of Colleyville deems it necessary, for the purpose of promoting the health, safety, morals, or general welfare of the City to amend the City’s zoning ordinance; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration to, among other things, the character of the City’s zoning districts and their peculiar suitability for particular uses, with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City; and

WHEREAS, the City Council is of the opinion the change in zoning provided for herein should be made, in compliance with the City Charter, and State law with reference to changes to zoning classifications under the City’s zoning ordinance and zoning map, having given the requisite notices required by law and having held public hearings affording all interested persons and property owners a full and fair opportunity to be heard.

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

- Sec. 1. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same shall be amended in the manner set forth herein.
- Sec. 2. THAT Exhibit "C" of Ordinance O-14-1927 is hereby amended and replaced in its entirety with new Exhibits "C" (Building Elevations) and "C-1" (Landscape Plan) as depicted in Exhibit "1" attached hereto.
- Sec. 3. THAT Section 4, subsection 2 (Building and Site Compliance Provisions) of Ordinance O-14-1927, is hereby amended, in part, to read as follows:

"...

2. Building and Site Compliance Provisions

...

- b. All landscaping shall be in compliance with the minimum requirements of Chapter 4 of the Land Development Code entitled Landscaping and Buffering, and the landscape plan attached hereto as Exhibit "C-1", including the requirement that landscaping trees and bushes shall extend along the fence as shown therein.

...

- f. The building elevations shall be consistent with Exhibit "C", and all building materials for the buildings depicted therein shall be exclusively comprised of stone, brick, hardy board, and steel.

...

- h. A photometric plan or the identification of limited fixture(s) to the south shall be provided."

- Sec. 4. THAT all provisions of Ordinance O-14-1927 shall remain full force and effect, except as expressly modified or amended by

this Ordinance. Further, all provisions of the ordinances of the City of Colleyville, Texas, in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

- Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense. In addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.
- Sec. 7. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of September 2021.

The second reading and public hearing being conducted on the 21st day of September 2021.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney

Exhibit “1”

**Revised Exhibits “C” and “C-1” to
Ordinance O-14-1927**

(attached)

FINAL RELEASE



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 6b

Agenda Date 9/21/2021

Number Ordinance O-21-2169

Type Ordinance

Department City Manager

Title

Amending Ordinance O-20-2134 relating to the Fiscal Year 2021 budget

Strategic Plan

2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 7, 2021, City Council Meeting.

First Reading and Public Hearing

The proposed ordinance will amend Ordinance O-20-2134 that approved and adopted the Fiscal Year 2021 budget for several purposes:

1. To transfer the FY 2021 General Fund year-end operating surplus to the Capital Projects Fund for future capital projects;
2. To transfer the FY 2021 Utility Fund year-end operating surplus to the Utility Capital Projects Fund for future utility capital projects; and
3. To transfer the FY 2021 Drainage Fund year-end operating surplus to the Drainage Capital Projects Fund for future drainage capital projects.

In accordance with Section 9.04 (D) of the Charter of the City of Colleyville, the proposed ordinance will authorize the City Manager to transfer part or all of any unencumbered appropriation balance from one department to another, if expenditures in a department exceeded the adopted budget.

Financial Impact

This budget amendment sweeps both General Fund and Utility Fund operating surpluses to the Capital Projects Fund and Utility Capital Projects Fund, respectively, providing a significant funding source for capital projects while ensuring compliance with the City's financial policy of maintaining 90 days of operating reserves.

Recommendation

Approve

Attachments

1. Budget Amendment Item
2. Ordinance O-20-2134
3. Ordinance O-21-2169

6b. FY 2021 Budget Amendment



- Transfer the FY 2021 operating surpluses to the respective Capital Projects Fund for future capital projects (General, Utility, and Drainage Funds)
- In the event that expenditures in a department exceed the adopted budget for that department, transfer all or part of the unencumbered appropriation balance from one department to another
- Reasons for budget overages:
 - Increased IT costs related to videos
 - Increased communications costs related to events/advertising
 - Increased electricity, phone, first response costs related to winter storm/pandemic
 - Legal fees

ORDINANCE O-20-2134

APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021

WHEREAS, a notice of public hearing on the annual budget for the City of Colleyville, Texas, for the fiscal year beginning October 1, 2020 through September 30, 2021, was heretofore published in a newspaper of general circulation; and

WHEREAS, said public hearing on said budget was duly held and all interested persons were given the opportunity to be heard for or against any item therein; and

WHEREAS, the City Council determines that the passage of this ordinance is in the best interests of the health, safety and welfare of the public.

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

Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Sec. 2. THAT the budget of the proposed expenditures for the Fiscal Year beginning October 1, 2020, and ending September 30, 2021, a copy of which is on file in the Office of the City Secretary, is hereby made a part of this ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the Fiscal Year beginning October 1, 2020, and ending September 30, 2021.

Sec. 3. THAT appropriation amounts for the Fiscal Year 2021 budget for the different funds of the City of Colleyville are hereby fixed as follows:

General Fund	\$24,476,146
Utility Fund (Water & Wastewater)	\$17,925,257
Debt Service Fund	\$ 819,423
Drainage Utility Fund	\$ 810,202
Hotel Occupancy Fund	\$ 327,176

Sec. 4. THAT this ordinance shall take effect immediately from and after its passage subject to the publication of the caption, as the law or charter in such cases may provide.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2020.

The second reading and public hearing being conducted on the 15th day of September 2020.

APPROVED BY A VOTE OF 1 AYES, 0 NAYS, ON THIS THE 15TH DAY OF SEPTEMBER 2020.

Mayor Richard Newton
Place 1, Tammy Nakamura
Place 3, Kathy Wheat
Place 4, George Dodson

AYE
AYE
AYE
AYE

Mayor Pro Tem Bobby Lindamood
Place 5, Chuck Kelley
Place 6, Callie Rigney

AYE
AYE
AYE

ATTEST:



Christine Loven, TRMC
City Secretary

CITY OF COLLEYVILLE



Richard Newton
Mayor

APPROVED AS TO FORM:



Whitt L. Wyatt
City Attorney

ORDINANCE O-21-2169

AMENDING SECTION 3 OF ORDINANCE O-20-2134 OF THE FISCAL YEAR 2021 BUDGET AMOUNTS FOR THE TRANSFER OF GENERAL FUND, UTILITY FUND, AND DRAINAGE UTILITY FUND OPERATING SURPLUSES TO THE CAPITAL PROJECTS FUND, UTILITY CAPITAL PROJECTS FUND, AND DRAINAGE CAPITAL PROJECTS FUND; AND AUTHORIZING THE CITY MANAGER TO TRANSFER UNSPENT FY2021 BUDGET APPROPRIATIONS FROM ONE DEPARTMENT TO ANOTHER IF EXPENDITURES IN A DEPARTMENT EXCEEDED THE ADOPTED BUDGET ON SEPTEMBER 30, 2021

WHEREAS, FY2021 General Fund, Utility Fund, and Drainage Fund projected year end revenues are anticipated to exceed expenditures; and

WHEREAS, the City Council desires to provide funding for future general, utility, and drainage capital projects; and

WHEREAS, necessary expenditures over the course of a fiscal year may cause certain departments to either exceed the FY2021 original budget or conclude the year under-budget, and it is required that original budget appropriation amounts be amended accordingly.

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

Sec. 1. THAT the City Manager is authorized to transfer the FY2021 General Fund operating surplus to the Capital Projects Fund for future capital projects on September 30, 2021.

Sec. 2. THAT the City Manager is authorized to transfer the FY2021 Utility Fund operating surplus to the Utility Capital Projects Fund for future utility capital projects on September 30, 2021.

Sec. 3. THAT the City Manager is authorized to transfer the FY2021 Drainage Fund operating surplus to the Drainage Capital Projects Fund for future utility capital projects on September 30, 2021.

Sec. 4. THAT in the event that expenditures in a department exceed the adopted budget for that department, the City Manager is authorized to transfer all or part of the unencumbered

appropriation balance from one department to another per the Charter of the City of Colleyville, Section 9.04 (D):

Sec. 5. THAT the effective date of this ordinance shall be September 30, 2021.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of September 2021.

The second reading and public hearing being conducted on the 21st day of September 2021.

APPROVED BY A VOTE OF ____AYES, ____NAYS ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 6c

Agenda Date 9/21/2021

Number Ordinance O-21-2170

Type Ordinance

Department Finance

Title

Adoption of the proposed Fiscal Year 2022 budget

Strategic Plan

2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 7, 2021, City Council Meeting.

First Reading and Public Hearing

The annual budget is the culmination of months-long efforts that began with the staff budget kickoff in March, department submissions, and line-by-line internal reviews in the spring, followed by Council feedback through multiple worksessions. Staff provided preliminary FY 2022 budget numbers in June, presented the 5-year Capital Improvement Plan (CIP) in July, and provided the proposed budget on August 3rd. The proposed budget has also been posted on the City's website since early August. This item provides for a public hearing on the budget and formal approval upon second reading of the ordinance.

Financial Impact

The adoption of the budget will provide expense appropriation for the General Fund, Utility Fund, Debt Service Fund, and Drainage Utility Fund for Fiscal Year 2022.

Recommendation

Approve

Attachments

1. FY22 Budget Item
2. FY 2022 Proposed Budget Cover Page
3. Proposed FY2022 Budget
4. Ordinance O-21-2170

Fiscal Year 2022 Proposed Budget

Key Accomplishments



- Proposed the no-new-revenue tax rate for 4th consecutive year
- Provides a balanced budget
- Demonstrates responsible fiscal management
- Maintains service levels across the city
- No cuts
- Aligns expenditures with appropriate funding sources
- CIP includes investment in and replacement of the City's infrastructure and furthers beautification efforts throughout the community

Proposed FY 2022 Property Tax Rate



2020 (FY21) Proposed Rate: \$0.304365

I&S Tax Rate: \$0.014924

M&O Tax Rate: \$0.289441

2021 (FY22) Proposed Rate: \$0.291778

I&S Tax Rate: \$0.011091

M&O Tax Rate: \$0.280687

Tax Rate change: -\$0.012588

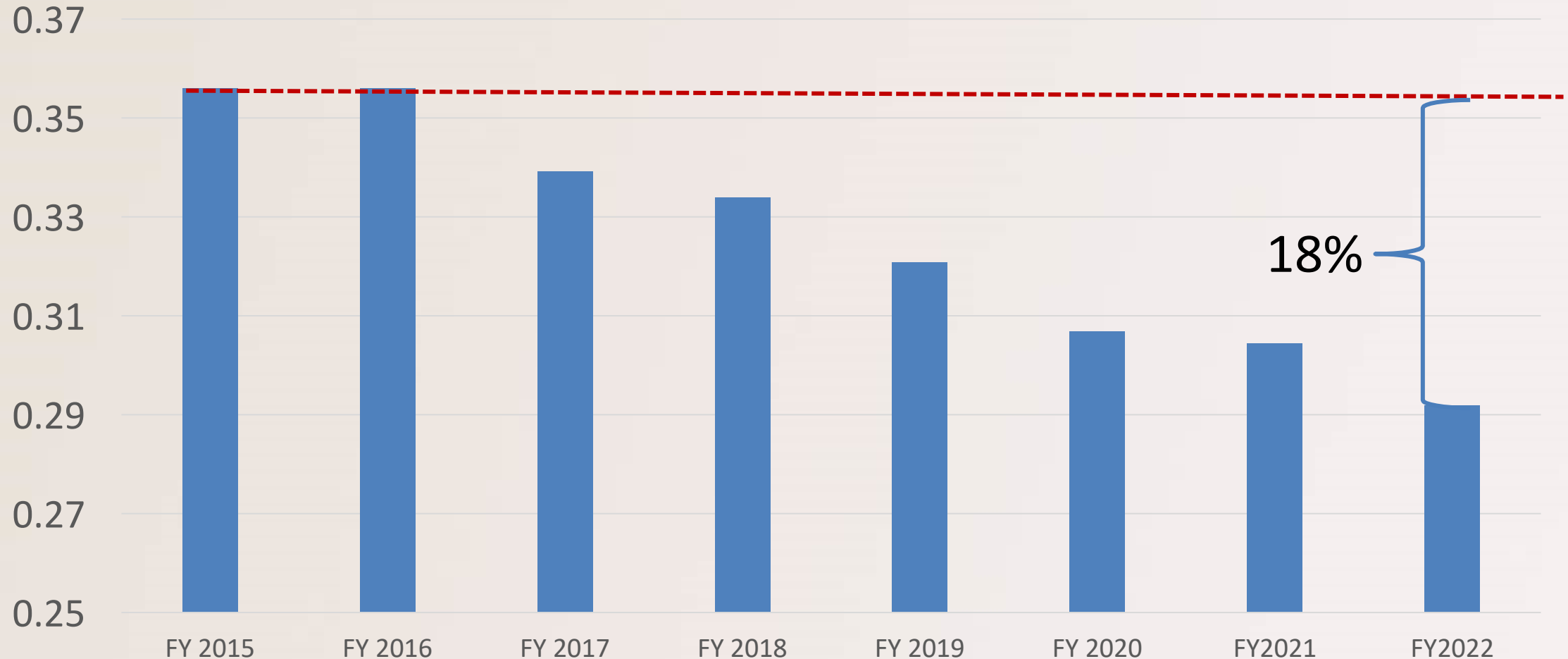
No-new-revenue tax rate fourth consecutive year

Budget Year	Average Residential Property Value	Property Tax Rate	Average Property Tax Payment - City
2011	\$397,472	\$0.355900	\$1,414.60
2012	\$396,817	\$0.355900	\$1,412.27
2013	\$397,889	\$0.355900	\$1,416.09
2014	\$406,040	\$0.355900	\$1,445.10
2015	\$421,497	\$0.355900	\$1,500.11
2016	\$423,650	\$0.355900	\$1,507.77
2017	\$460,461	\$0.339130	\$1,561.56
2018	\$500,748	\$0.333834	\$1,671.67
2019	\$521,831	\$0.320800	\$1,674.03
2020	\$552,770	\$0.306807	\$1,695.94
2021	\$562,115	\$0.304365	\$1,710.88
2022	\$584,915	\$0.291778	\$1,706.65

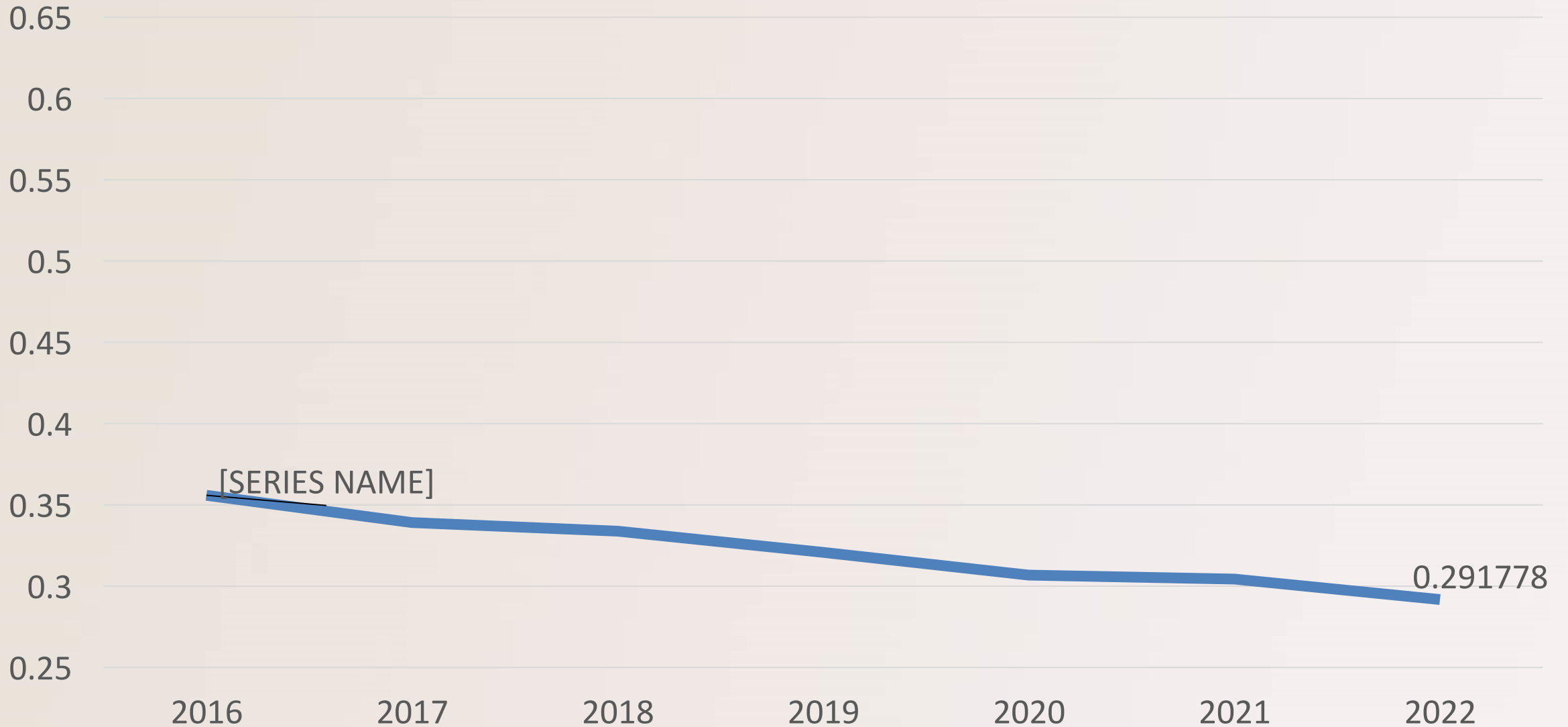
Property Tax Rate



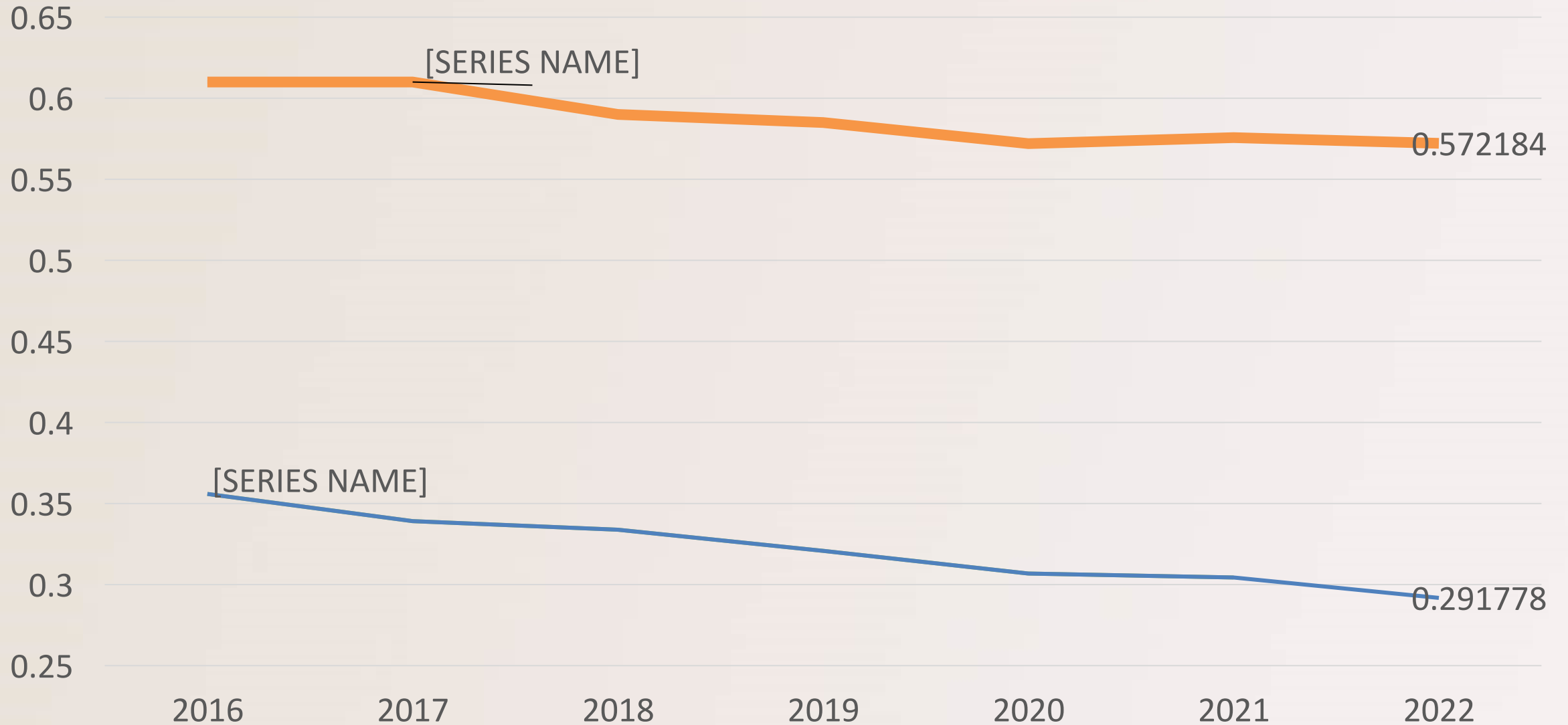
Tax Rate History



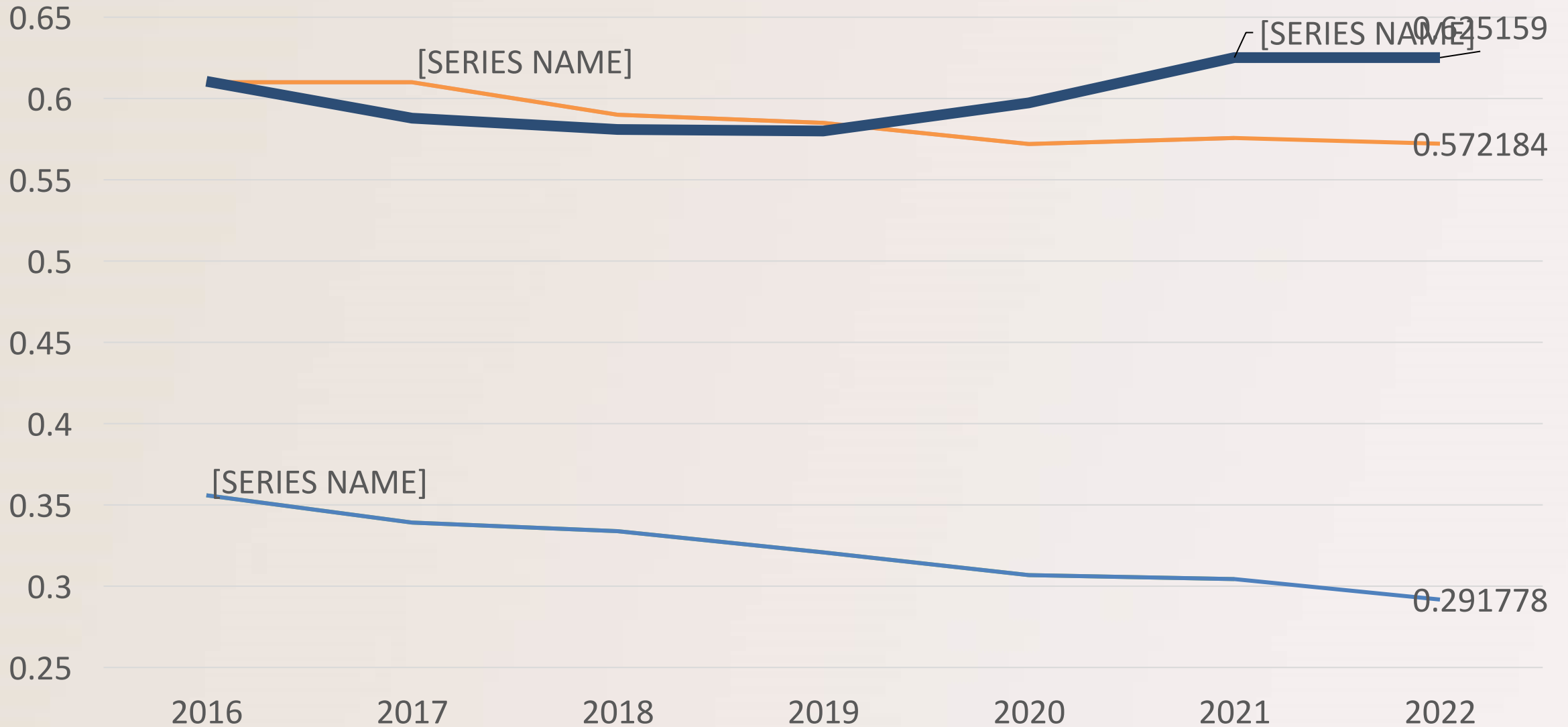
Tax Rate Trend



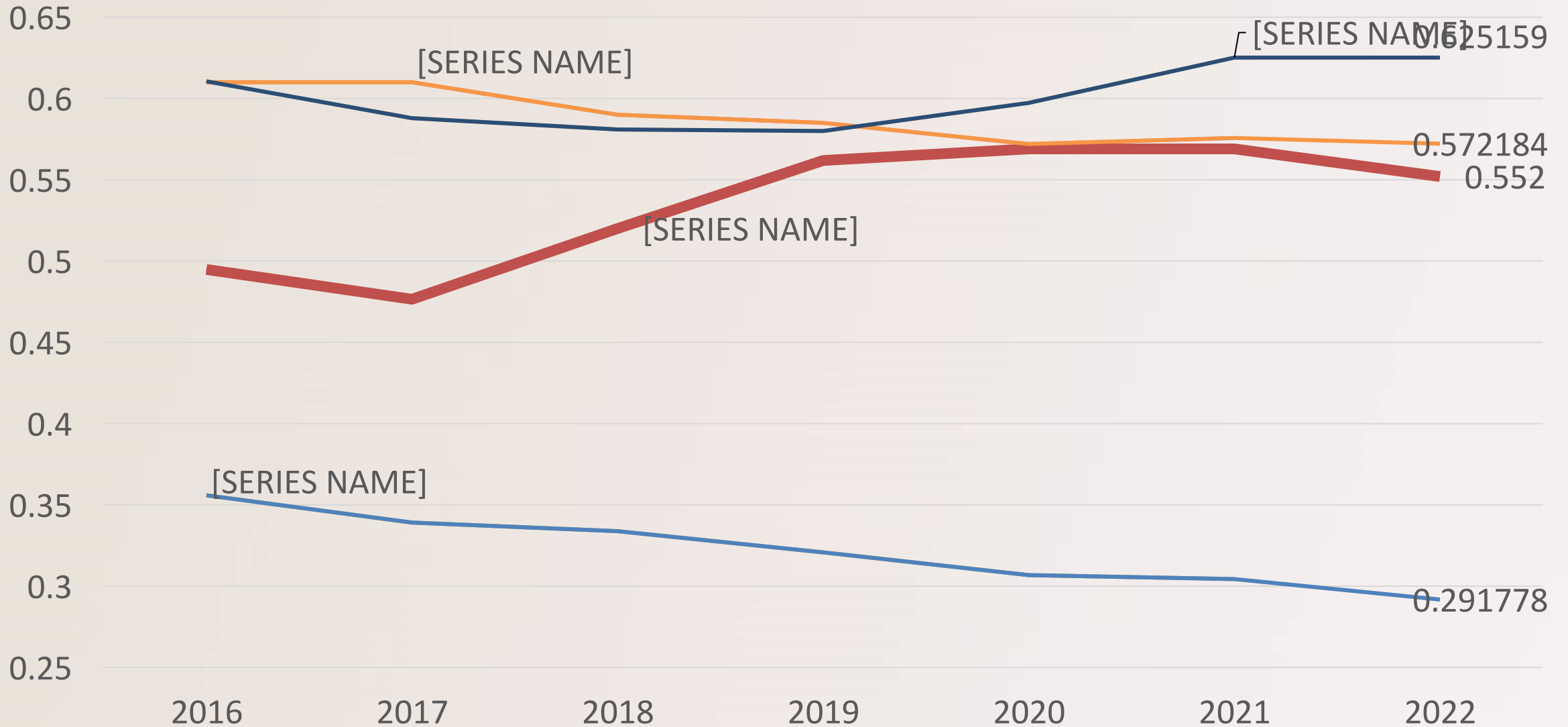
Tax Rate Trend



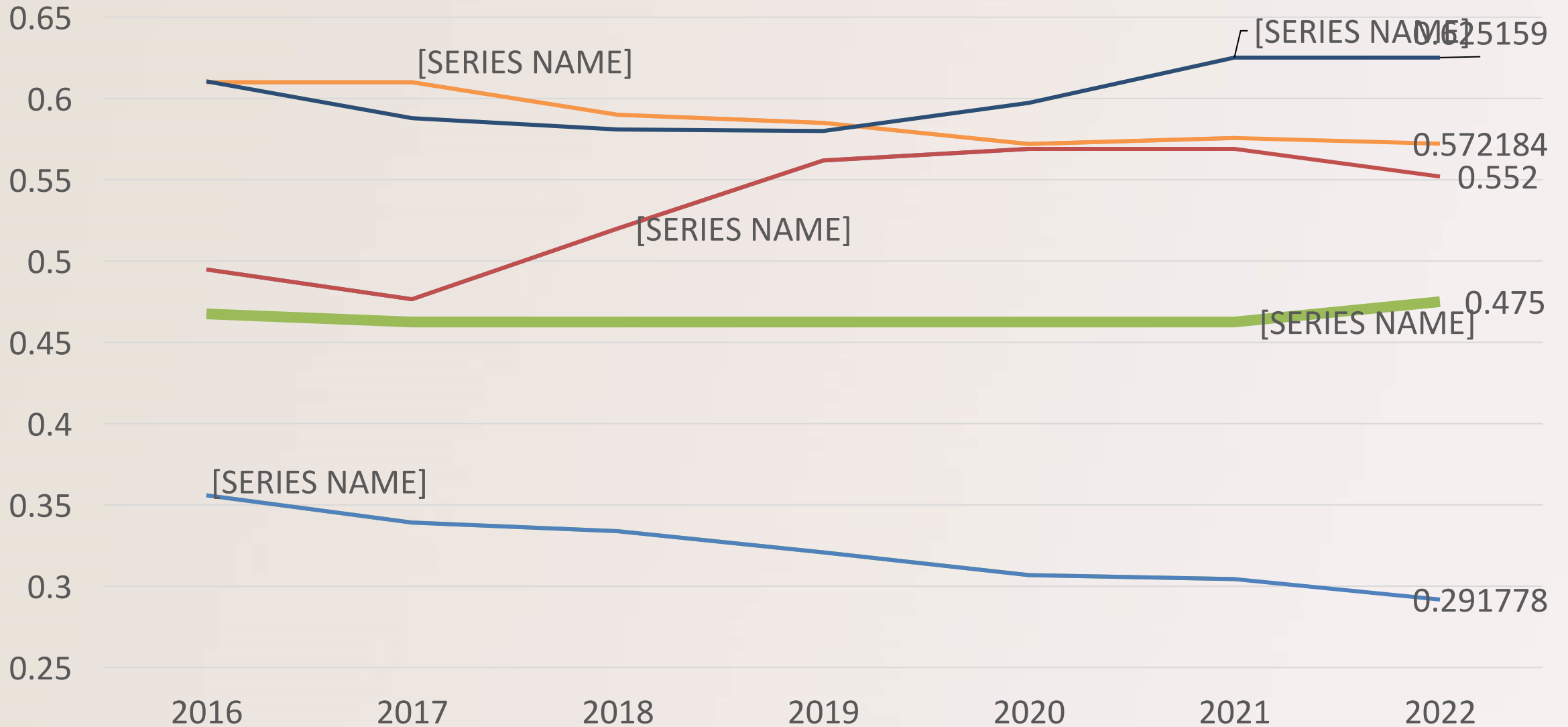
Tax Rate Trend



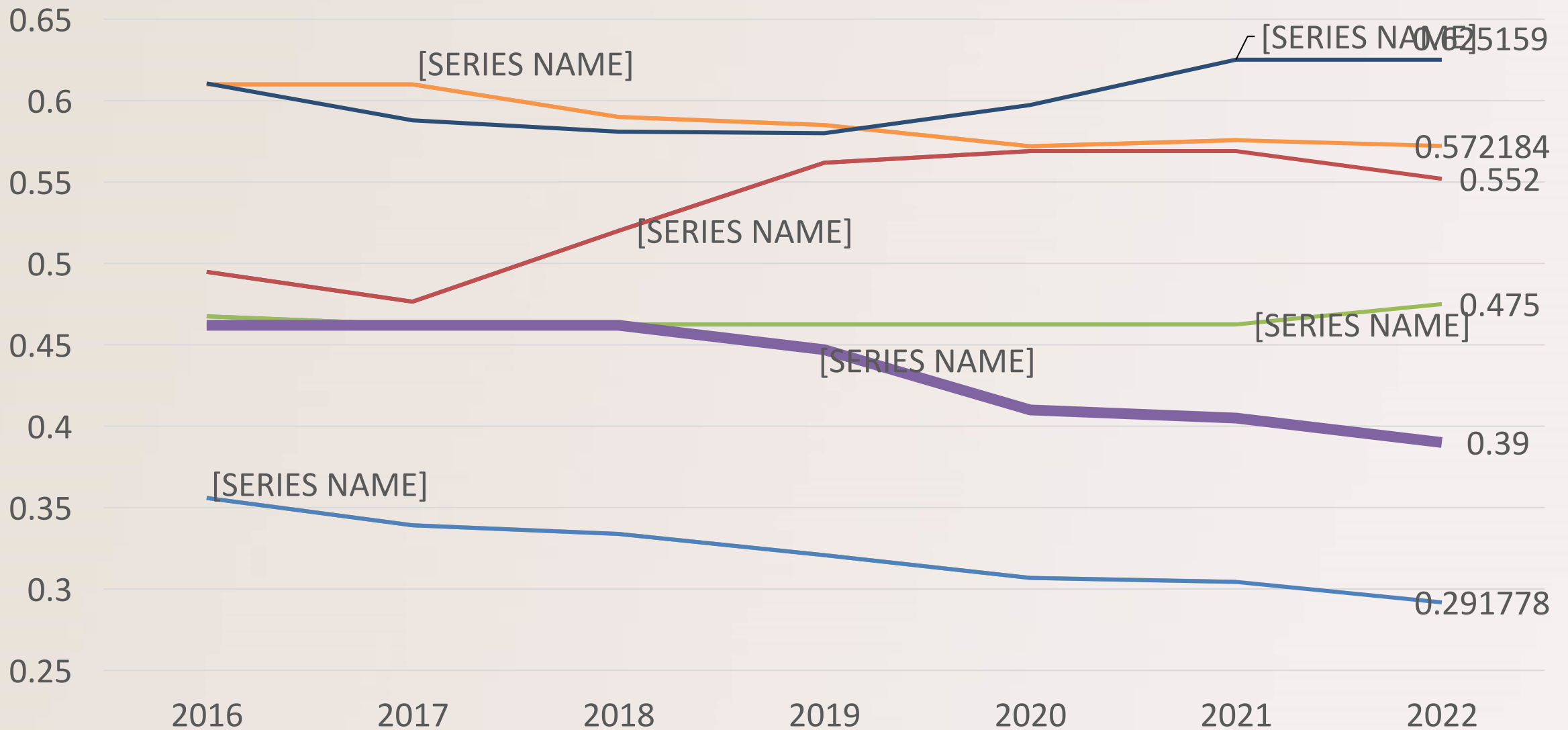
Tax Rate Trend



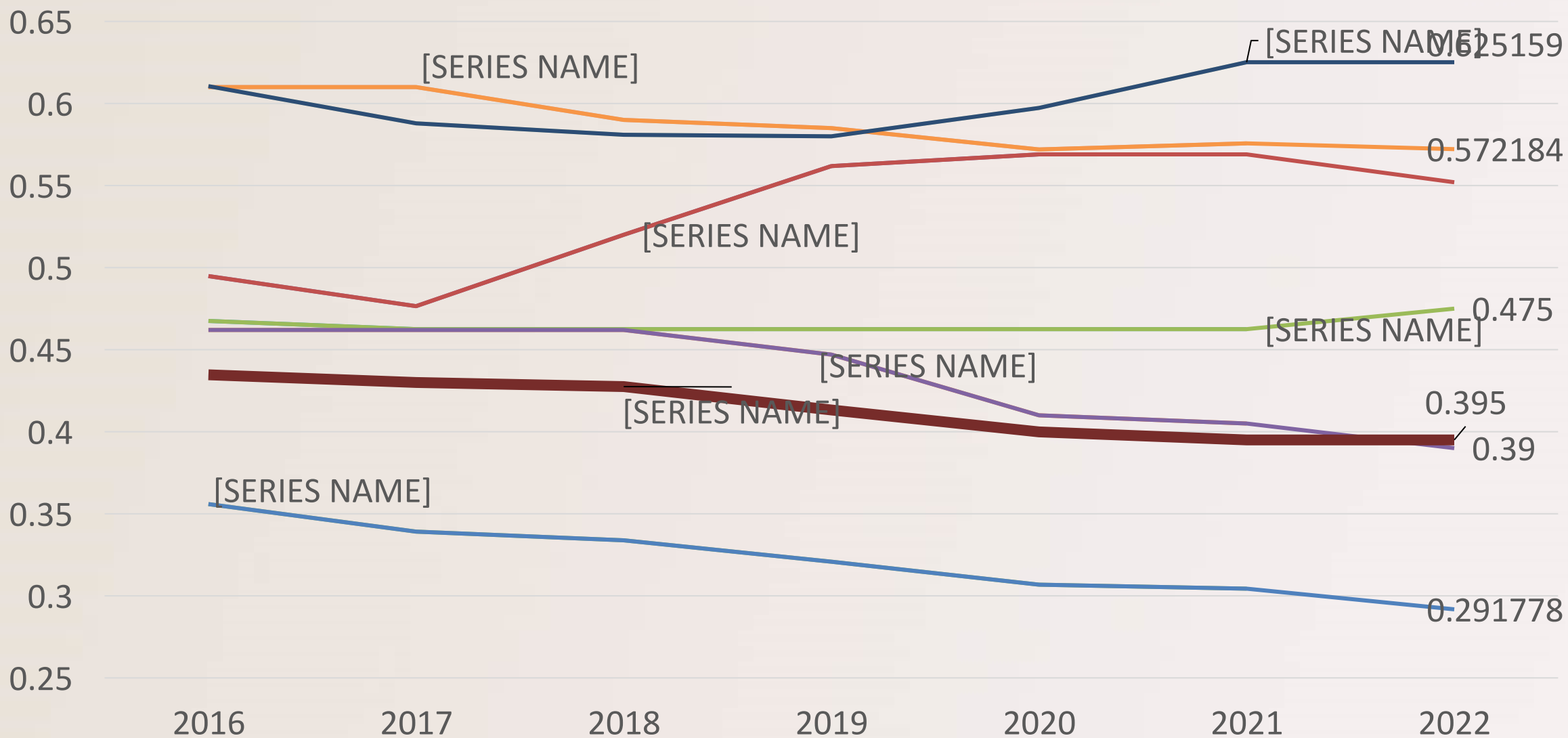
Tax Rate Trend



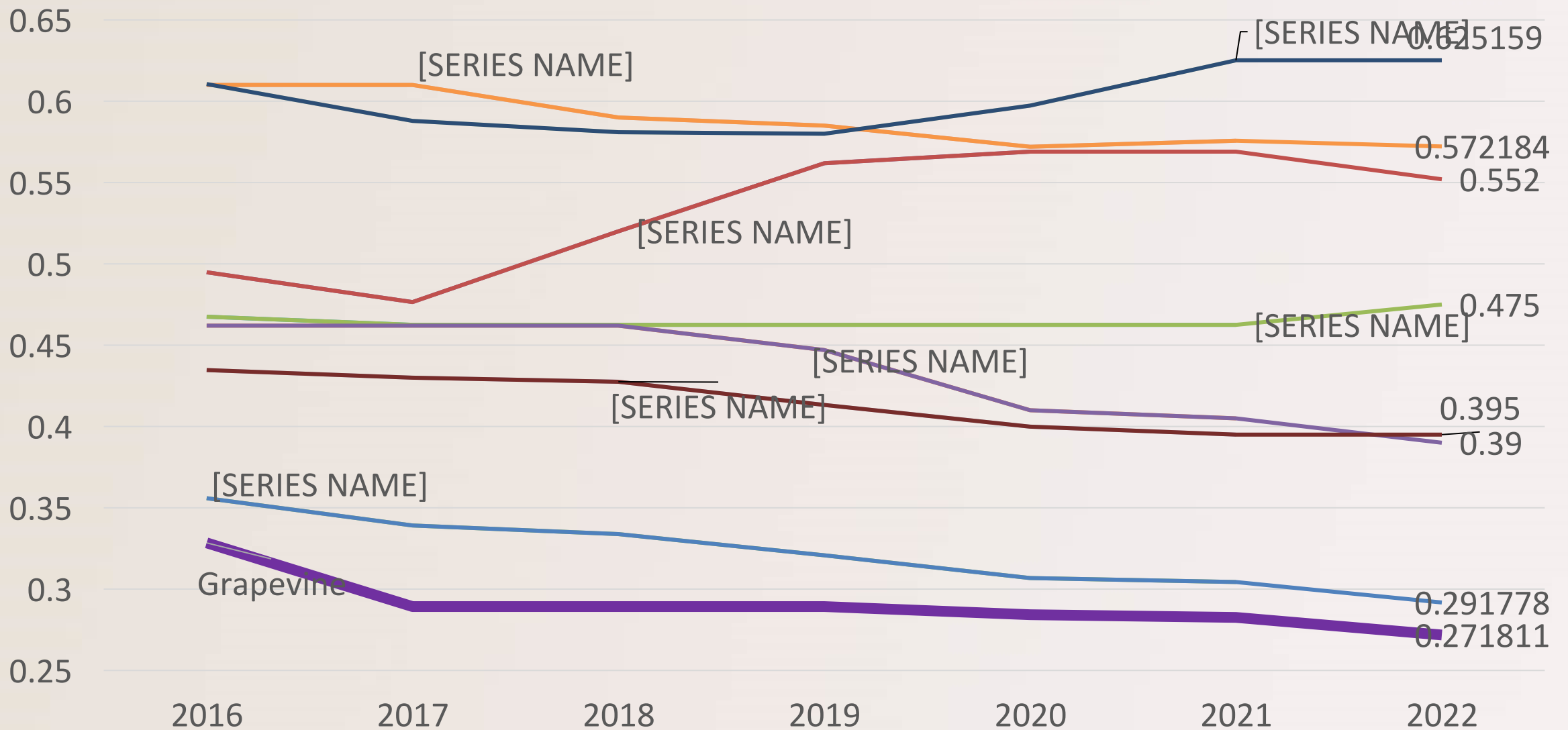
Tax Rate Trend



Tax Rate Trend



Tax Rate Trend



Property Tax Rate



Property Taxation Summary for FY22

- Slight net growth led by residential reappraisals, tempered by exemptions
- Passing no-new-revenue rate for the FOURTH CONSECUTIVE YEAR
- Rate is lower than our current rate
- Average residential tax bill calculation flat
- New growth nets the General Fund \$160,000

Summary by Fund



FY 2022 Proposed	General Fund	Utility Fund	Drainage Fund	Debt Service Fund	Hotel Tax Fund
Operating Revenues	\$25,659,689	\$18,088,171	\$1,030,868	\$627,500	\$252,500
Operating Expenditures	\$25,130,144	\$18,088,171	\$694,204	\$821,898	\$247,822

NOTE: Debt Service Fund utilizing some fund balance for debt payments, purposely raising less revenue.

General Fund Projections



	BUDGET FY 2021	YE PROJECTED FY 2021	BUDGET FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
BEGINNING FUND BALANCE	\$7,735,499	\$7,735,499	\$8,984,376	\$9,513,921	\$9,901,103	\$10,294,057	\$10,691,425
REVENUE:							
Ad Valorem Taxes	\$15,320,000	\$15,495,000	\$15,640,000	\$16,004,600	\$16,483,122	\$16,975,984	\$17,483,615
Sales Tax	\$4,305,000	\$4,683,000	\$4,505,000	\$4,616,050	\$4,718,586	\$4,811,886	\$4,883,523
Franchise Fees	\$2,053,000	\$2,002,558	\$1,973,000	\$1,992,730	\$2,012,657	\$2,032,784	\$2,053,112
Licenses & Permits	\$820,000	\$873,250	\$867,000	\$836,670	\$795,637	\$746,166	\$722,272
Fines	\$620,000	\$613,806	\$586,000	\$591,860	\$597,779	\$603,756	\$609,794
Charges for Service	\$799,875	\$709,775	\$914,875	\$924,024	\$933,264	\$942,597	\$952,023
Intergovernmental	\$482,327	\$522,643	\$476,758	\$487,632	\$503,627	\$520,378	\$533,956
Miscellaneous Income	\$248,000	\$185,555	\$198,000	\$199,980	\$201,980	\$204,000	\$206,040
Transfers In	\$476,179	\$476,179	\$499,056	\$511,927	\$526,443	\$541,574	\$552,242
TOTAL REVENUES	\$25,124,381	\$25,561,766	\$25,659,689	\$26,165,473	\$26,773,093	\$27,379,124	\$27,996,578
Expenditures	\$22,981,446	\$22,812,889	\$23,630,144	\$24,278,291	\$24,880,140	\$25,481,755	\$26,212,693
Annual Contribution to CIP	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Fund Balance Transfer to CIP	\$0	\$0					
TOTAL EXPENDITURES	\$24,481,446	\$24,312,889	\$25,130,144	\$25,778,291	\$26,380,140	\$26,981,755	\$27,712,693
NET REVENUE	\$642,935	\$1,248,877	\$529,545	\$387,182	\$392,953	\$397,369	\$283,885
ENDING FUND BALANCE	\$8,378,433	\$8,984,376	\$9,513,921	\$9,901,103	\$10,294,057	\$10,691,425	\$10,975,310
DAYS OF FUND BALANCE	125	135	138	140	142	145	145

Projection Includes:

- No-New-Revenue Tax Rate
- Consistent health insurance funding
- Expand the HRA deductible relief program
- Funding pool for merit increases (3.5%)



Utility Fund Projections

	BUDGET FY 2021	YE PROJECTED FY 2021	PROJECTION FY 2022	PROJECTION FY 2023	PROJECTION FY 2024	PROJECTION FY 2025	PROJECTION FY 2026
BEG. WORKING CAPITAL	5,873,267	5,873,267	5,699,511	5,699,511	5,699,511	5,699,511	5,699,512
FUND REVENUES							
Water - Base Rate	1,864,515	1,830,000	1,985,445	2,033,794	2,121,951	2,214,721	2,288,415
Water - Volumetric Rate	10,605,069	9,277,232	10,605,069	11,279,218	12,268,231	13,034,567	13,785,183
Sale of Material	0	3,214	0	0	0	0	0
Wastewater - Base Rate	1,339,711	1,380,000	1,452,695	1,505,730	1,570,648	1,638,998	1,691,825
Wastewater - Volumetric Rate	3,303,963	3,259,153	3,303,963	3,761,298	4,010,841	4,283,369	4,534,585
Water Installation	42,000	20,000	42,000	42,420	42,844	43,273	43,705
Wastewater Installation	15,000	7,000	15,000	15,150	15,302	15,455	15,609
T.R.A. TRUE-UP	450,000	1,452,481	450,000	450,000	450,000	450,000	450,000
Engineering Charges	5,000	5,000	5,000	5,050	5,101	5,152	5,203
Penalties	200,000	50,000	200,000	202,000	204,020	206,060	208,121
Miscellaneous	15,000	7,000	15,000	15,150	15,302	15,455	15,609
Interest Income	60,000	10,000	14,000	14,140	14,281	14,424	14,568
TOTAL REVENUES	17,900,259	17,301,081	18,088,171	19,323,951	20,718,519	21,921,472	23,052,824
FUND EXPENSES							
Utility Billing	469,229	418,052	482,912	499,586	519,485	540,392	557,779
IS GIS	73,453	77,235	76,032	78,815	82,128	85,613	87,968
Utility Support	1,213,381	1,186,007	1,273,326	1,317,089	1,372,769	1,431,390	1,473,424
Utility Operations - Water	795,589	838,022	908,623	917,438	957,241	999,177	1,035,026
TRA Water (volumetric)	6,923,612	6,056,723	6,923,613	7,363,737	8,009,422	8,509,732	8,999,778
TRA Water (debt)	3,681,456	3,220,509	3,681,456	3,915,481	4,258,808	4,524,835	4,785,405
Utility Operations - WW	418,507	366,651	368,803	383,128	400,674	419,230	434,800
TRA Wastewater	3,303,963	3,259,153	3,303,963	3,761,298	4,010,841	4,283,369	4,534,585
Non-Departmental	233,605	237,043	233,605	240,613	247,832	255,266	262,924
Transfer to General Fund	281,861	281,861	304,738	315,666	328,219	341,368	350,034
T.R.A. True-Up	450,000	1,452,481	450,000	450,000	450,000	450,000	450,000
VERF Transfer	81,100	81,100	81,100	81,100	81,100	81,100	81,100
TOTAL EXPENDITURES	17,925,757	17,474,836	18,088,171	19,323,951	20,718,519	21,921,472	23,052,824
ENDING WORKING CAPITAL	5,847,769	5,699,511	5,699,511	5,699,511	5,699,511	5,699,512	5,699,514

FY21 Budget	\$ 3,566,725
Less:	
FY21 Non-Recurring Costs	\$ (25,000)
Plus:	
Updated Personnel \$\$ (w/Merit)	\$ 97,375
Meter Change-Outs	\$ 33,006.00
Water Tower Heaters	\$ 25,000
Administrative Transfer Increase	\$ 22,877
Cost-of-Business Increases	\$ 5,628
Payroll Entry Software	\$ 2,500.00
IT Maintenance Agreements	\$ 1,028
Total FY22 Budget	\$ 3,729,139

- Small rate increase

City Expenses
(determines base rate)



TRA Expenses
(determines volumetric rates)



Drainage Fund Summary



	BUDGETED FY 2021	YE PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
TOTAL BEG. WORKING CAPITAL	718,287	718,287	939,603	1,276,267	1,592,397	1,882,684	2,145,473
FUND REVENUES							
Drainage Fees	962,640	1,007,839	1,015,000	1,020,075	1,025,175	1,030,301	1,035,453
Penalties/Misc	9,626	3,000	9,626	9,722	9,819	9,918	10,017
Interest Income	6,242	1,000	6,242	6,304	6,367	6,431	6,495
TOTAL OPERATING REVENUES	978,508	1,011,839	1,030,868	1,036,102	1,041,362	1,046,651	1,051,967
FUND EXPENSES							
Drainage Operations	505,457	469,171	510,007	529,452	553,034	577,932	598,209
Stormwater Management	147,233	155,045	153,021	158,358	164,608	171,165	176,253
IS GIS	23,731	24,694	24,564	25,351	26,418	27,540	28,298
Non-Departmental	6,612	6,131	6,612	6,810	7,015	7,225	7,442
Debt Service	127,169	135,482	0	0	0	0	0
TOTAL OPERATING EXPENSES	810,202	790,523	694,204	719,972	751,075	783,863	810,203
NET REVENUE	168,306	221,316	336,664	316,130	290,288	262,789	241,764
ENDING WORKING CAPITAL	886,593	939,603	1,276,267	1,592,397	1,882,684	2,145,473	2,387,237
Required Coverage Ratio (25% of debt service)	31,792	33,870	0	0	0	0	0
ENDING AVAILABLE WORKING CAPITAL	854,800	905,733	1,276,267	1,592,397	1,882,684	2,145,473	2,387,237
Days of Working Capital	399	434	671	807	915	999	1,075

Hotel Fund Projections



	BUDGET FY 2021	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
BEGINNING FUND BALANCE - 10/1	399,005	399,005	172,984	177,662	181,361	186,539	192,763
FUND REVENUES							
Hotel Taxes	235,000	100,000	250,000	255,000	265,000	275,000	285,000
Earned Interest	2,500	300	2,500	2,500	2,500	2,500	2,501
TOTAL REVENUES	237,500	100,300	252,500	257,500	267,500	277,500	287,501
FUND EXPENDITURES							
Promotional Events/Arts Promotion	35,000	35,000	47,000	47,000	47,000	47,000	47,000
Colleyville Promotion/Advertising	82,592	83,196	96,499	100,063	104,419	109,013	112,239
Colleyville Center	209,584	208,126	104,323	106,738	110,903	115,263	118,291
TOTAL EXPENDITURES	327,176	326,321	247,822	253,801	262,322	271,276	277,529
ENDING FUND BALANCE - 9/30	309,329	172,984	177,662	181,361	186,539	192,763	202,734

- Continue to fund large portions of the Colleyville Center and Events Specialist here
- Will use some funding for events/promotion of the arts

Debt Service Fund Summary



	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
BEGINNING FUND BALANCE - 10/1	1,126,001	1,052,343	857,945	678,192	479,808	295,550
FUND REVENUES						
Current Property Taxes	785,238	615,000	576,758	632,651	590,276	507,251
Delinquent Property Taxes	3,000	1,500	1,500	1,500	1,500	1,500
Penalty & Interest	2,500	5,000	5,000	5,000	5,000	5,000
Transfer-in TIF Fund**	0	0	0	0	0	0
Interest Income/Other	800	6,000	6,000	6,000	6,000	6,000
TOTAL REVENUES	791,538	627,500	589,258	645,151	602,776	519,751
FUND EXPENDITURES						
2011 G.O. Refunding Bonds	0	0	0	0	0	0
2016 G.O. Refunding Bonds	410,000	425,000	435,000	445,000	455,000	465,000
2016 Engine Lease	48,485	48,485	48,485	48,485	48,485	48,485
Ambulance Lease	49,988	49,988	0	0	0	0
2019 Ambulance Lease	165,773	120,000	120,000	0	0	0
2020 Pumper Lease	120,700	120,700	120,700	120,700	120,700	0
Projected: Future Leases	0	0	0	195,500	138,000	138,000
Bond Interest	68,750	56,225	43,325	32,350	23,350	23,350
Paying Agent	1,500	1,500	1,500	1,500	1,500	1,500
TOTAL EXPENDITURES	865,196	821,898	769,010	843,535	787,035	676,335
ENDING FUND BALANCE - 9/30	1,052,343	857,945	678,192	479,808	295,550	138,966

**FY 2022 I&S
Tax Rate:
\$0.011091**

- General obligation debt paid off in FY 2027
- Now setting aside General Fund cash each year for future fire engine/truck replacements to avoid future debt issuance

Questions and Discussion

City of Colleyville

Fiscal Year 2021-2022

Proposed Budget Cover Page

This proposed budget is set to raise \$160,000 more in General Operating revenue from property taxes than last year, which is a 1 percent increase. All of this additional revenue will come from new property added to the appraisal roll, as the City has proposed to adopt the no-new-revenue tax rate for the fourth year in a row.

The Colleyville City Council's vote on this budget and tax rate will occur on September 21, 2021 in the City of Colleyville Council Chambers (100 Main Street, Colleyville, TX) at 7:30 PM.

Once a budget is adopted, a tally of the Council's votes and tax rate comparison will be recorded in the adopted budget as follows:

FOR:

AGAINST:

PRESENT:

ABSENT:

Property Tax Rate Comparison

	2021-2022	2020-2021
Property Tax Rate:	\$0.291778/100	\$0.304365/100
No-New-Revenue Tax Rate:	\$0.291778/100	\$0.310644/100
No-New-Revenue Maintenance & Operations Rate:	\$0.280687/100	\$0.294873/100
Voter-Approval Tax Rate:	\$0.301602/100	\$0.320118/100
Debt Rate:	\$0.011091/100	\$0.014925/100

Total debt obligation for City of Colleyville secured by property taxes: \$615,000

City of Colleyville

Fiscal Year 2021-2022

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GENERAL FUND PROJECTION FY 2012 - FY 2026
2% ESTIMATED ANNUAL AV REVENUE INCREASE FY 2022-2026

	BUDGET FY 2021	YE PROJECTED FY 2021	BUDGET FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
<i>BEGINNING FUND BALANCE</i>	\$7,735,499	\$7,735,499	\$8,984,376	\$9,513,921	\$9,901,103	\$10,294,057	\$10,691,425
<i>REVENUE:</i>							
Ad Valorem Taxes	\$15,320,000	\$15,495,000	\$15,640,000	\$16,004,600	\$16,483,122	\$16,975,984	\$17,483,615
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Charges for Service	\$799,875	\$709,775	\$914,875	\$924,024	\$933,264	\$942,597	\$952,023
Intergovernmental	\$482,327	\$522,643	\$476,758	\$487,632	\$503,627	\$520,378	\$533,956
Miscellaneous Income	\$248,000	\$185,555	\$198,000	\$199,980	\$201,980	\$204,000	\$206,040
Transfers In	\$476,179	\$476,179	\$499,056	\$511,927	\$526,443	\$541,574	\$552,242
<i>TOTAL REVENUES</i>	<i>\$25,124,381</i>	<i>\$25,561,766</i>	<i>\$25,659,689</i>	<i>\$26,165,473</i>	<i>\$26,773,093</i>	<i>\$27,379,124</i>	<i>\$27,996,578</i>
Expenditures	\$22,981,446	\$22,812,889	\$23,630,144	\$24,278,291	\$24,880,140	\$25,481,755	\$26,212,693
Annual Contribution to CIP	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Fund Balance Transfer to CIP	\$0	\$0					
<i>TOTAL EXPENDITURES</i>	<i>\$24,481,446</i>	<i>\$24,312,889</i>	<i>\$25,130,144</i>	<i>\$25,778,291</i>	<i>\$26,380,140</i>	<i>\$26,981,755</i>	<i>\$27,712,693</i>
<i>NET REVENUE</i>	<i>\$642,935</i>	<i>\$1,248,877</i>	<i>\$529,545</i>	<i>\$387,182</i>	<i>\$392,953</i>	<i>\$397,369</i>	<i>\$283,885</i>
<i>ENDING FUND BALANCE</i>	<i>\$8,378,433</i>	<i>\$8,984,376</i>	<i>\$9,513,921</i>	<i>\$9,901,103</i>	<i>\$10,294,057</i>	<i>\$10,691,425</i>	<i>\$10,975,310</i>
<i>DAYS OF FUND BALANCE</i>	<i>125</i>	<i>135</i>	<i>138</i>	<i>140</i>	<i>142</i>	<i>145</i>	<i>145</i>

UTILITY OPERATING FUND SUMMARY

	BUDGET FY 2021	YE PROJECTED FY 2021	PROJECTION FY 2022	PROJECTION FY 2023	PROJECTION FY 2024	PROJECTION FY 2025	PROJECTION FY 2026
BEG. WORKING CAPITAL	5,873,267	5,873,267	5,596,851	5,596,851	5,596,851	5,596,851	5,596,852
FUND REVENUES							
Water - Base Rate	1,864,515	1,830,000	1,985,445	2,033,794	2,121,951	2,214,721	2,288,415
Water - Volumetric Rate	10,605,069	10,605,069	10,605,069	11,279,218	12,268,231	13,034,567	13,785,183
Sale of Material	0	3,214	0	0	0	0	0
Wastewater - Base Rate	1,339,711	1,380,000	1,452,695	1,505,730	1,570,648	1,638,998	1,691,825
Wastewater - Volumetric Rate	3,303,963	3,303,963	3,303,963	3,761,298	4,010,841	4,283,369	4,534,585
Water Installation	42,000	20,000	42,000	42,420	42,844	43,273	43,705
Wastewater Installation	15,000	7,000	15,000	15,150	15,302	15,455	15,609
T.R.A. TRUE-UP	450,000	1,452,481	450,000	450,000	450,000	450,000	450,000
Engineering Charges	5,000	5,000	5,000	5,050	5,101	5,152	5,203
Penalties	200,000	50,000	200,000	202,000	204,020	206,060	208,121
Miscellaneous	15,000	7,000	15,000	15,150	15,302	15,455	15,609
Interest Income	60,000	10,000	14,000	14,140	14,281	14,424	14,568
TOTAL REVENUES	17,900,259	18,673,727	18,088,171	19,323,951	20,718,519	21,921,472	23,052,824
FUND EXPENSES							
Utility Billing	469,229	407,783	482,912	499,586	519,485	540,392	557,779
IS GIS	73,453	78,405	76,032	78,815	82,128	85,613	87,968
Utility Support	1,213,381	1,170,139	1,273,326	1,317,089	1,372,769	1,431,390	1,473,424
Utility Operations - Water	795,589	851,628	908,623	917,438	957,241	999,177	1,035,026
TRA Water (volumetric)	6,923,612	6,923,612	6,923,613	7,363,737	8,009,422	8,509,732	8,999,778
TRA Water (debt)	3,681,456	3,681,456	3,681,456	3,915,481	4,258,808	4,524,835	4,785,405
Utility Operations - WW	418,507	457,023	368,803	383,128	400,674	419,230	434,800
TRA Wastewater	3,303,963	3,303,963	3,303,963	3,761,298	4,010,841	4,283,369	4,534,585
Non-Departmental	233,605	260,693	233,605	240,613	247,832	255,266	262,924
Transfer to General Fund	281,861	281,861	304,738	315,666	328,219	341,368	350,034
T.R.A. True-Up	450,000	1,452,481	450,000	450,000	450,000	450,000	450,000
VERF Transfer	81,100	81,100	81,100	81,100	81,100	81,100	81,100
TOTAL EXPENDITURES	17,925,757	18,950,144	18,088,171	19,323,951	20,718,519	21,921,472	23,052,824
ENDING WORKING CAPITAL	5,847,769	5,596,851	5,596,851	5,596,851	5,596,851	5,596,852	5,596,854

T.R.A. Revenues / Expenses (not controlled by customer consumption)

City-controlled Revenues (base rates) / Expenses (overhead to run the system)

DEBT SERVICE FUND SUMMARY

	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
<i>BEGINNING FUND BALANCE - 10/1</i>	1,126,001	1,052,343	857,945	678,192	479,808	295,550
FUND REVENUES						
Current Property Taxes	785,238	615,000	576,758	632,651	590,276	507,251
Delinquent Property Taxes	3,000	1,500	1,500	1,500	1,500	1,500
Penalty & Interest	2,500	5,000	5,000	5,000	5,000	5,000
Transfer-in TIF Fund**	0	0	0	0	0	0
Interest Income/Other	800	6,000	6,000	6,000	6,000	6,000
TOTAL REVENUES	791,538	627,500	589,258	645,151	602,776	519,751
FUND EXPENDITURES						
2011 G.O. Refunding Bonds	0	0	0	0	0	0
2016 G.O. Refunding Bonds	410,000	425,000	435,000	445,000	455,000	465,000
2016 Engine Lease	48,485	48,485	48,485	48,485	48,485	48,485
Ambulance Lease	49,988	49,988	0	0	0	0
2019 Ambulance Lease	165,773	120,000	120,000	0	0	0
2020 Pumper Lease	120,700	120,700	120,700	120,700	120,700	0
Projected: Future Leases	0	0	0	195,500	138,000	138,000
Bond Interest	68,750	56,225	43,325	32,350	23,350	23,350
Paying Agent	1,500	1,500	1,500	1,500	1,500	1,500
TOTAL EXPENDITURES	865,196	821,898	769,010	843,535	787,035	676,335
<i>ENDING FUND BALANCE - 9/30</i>	1,052,343	857,945	678,192	479,808	295,550	138,966

DRAINAGE UTILITY FUND SUMMARY

	BUDGETED FY 2021	YE PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
<i>TOTAL BEG. WORKING CAPITAL</i>	718,287	718,287	939,603	1,276,267	1,592,397	1,882,684	2,145,473
<i>FUND REVENUES</i>							
Drainage Fees	962,640	1,007,839	1,015,000	1,020,075	1,025,175	1,030,301	1,035,453
Penalties/Misc	9,626	3,000	9,626	9,722	9,819	9,918	10,017
Interest Income	6,242	1,000	6,242	6,304	6,367	6,431	6,495
<i>TOTAL OPERATING REVENUES</i>	<u>978,508</u>	<u>1,011,839</u>	<u>1,030,868</u>	<u>1,036,102</u>	<u>1,041,362</u>	<u>1,046,651</u>	<u>1,051,967</u>
<i>FUND EXPENSES</i>							
Drainage Operations	505,457	469,171	510,007	529,452	553,034	577,932	598,209
Stormwater Management	147,233	155,045	153,021	158,358	164,608	171,165	176,253
IS GIS	23,731	24,694	24,564	25,351	26,418	27,540	28,298
Non-Departmental	6,612	6,131	6,612	6,810	7,015	7,225	7,442
Debt Service	127,169	135,482	0	0	0	0	0
<i>TOTAL OPERATING EXPENSES</i>	<u>810,202</u>	<u>790,523</u>	<u>694,204</u>	<u>719,972</u>	<u>751,075</u>	<u>783,863</u>	<u>810,203</u>
<i>NET REVENUE</i>	<u>168,306</u>	<u>221,316</u>	<u>336,664</u>	<u>316,130</u>	<u>290,288</u>	<u>262,789</u>	<u>241,764</u>
<i>ENDING WORKING CAPITAL</i>	<u>886,593</u>	<u>939,603</u>	<u>1,276,267</u>	<u>1,592,397</u>	<u>1,882,684</u>	<u>2,145,473</u>	<u>2,387,237</u>
Required Coverage Ratio (25% of debt service)	31,792	33,870	0	0	0	0	0
<i>ENDING AVAILABLE WORKING CAPITAL</i>	<u>854,800</u>	<u>905,733</u>	<u>1,276,267</u>	<u>1,592,397</u>	<u>1,882,684</u>	<u>2,145,473</u>	<u>2,387,237</u>
Days of Working Capital	399	434	671	807	915	999	1,075

HOTEL TAX FUND SUMMARY

	BUDGET FY 2021	PROJECTED FY 2021	PROJECTED FY 2022	PROJECTED FY 2023	PROJECTED FY 2024	PROJECTED FY 2025	PROJECTED FY 2026
<i>BEGINNING FUND BALANCE - 10/1</i>	399,005	399,005	172,984	177,662	181,361	186,539	192,763
FUND REVENUES							
Hotel Taxes	235,000	100,000	250,000	255,000	265,000	275,000	285,000
Earned Interest	2,500	300	2,500	2,500	2,500	2,500	2,501
<i>TOTAL REVENUES</i>	<u>237,500</u>	<u>100,300</u>	<u>252,500</u>	<u>257,500</u>	<u>267,500</u>	<u>277,500</u>	<u>287,501</u>
FUND EXPENDITURES							
Promotional Events/Arts Promotion	35,000	35,000	47,000	47,000	47,000	47,000	47,000
Colleyville Promotion/Advertising	82,592	83,196	96,499	100,063	104,419	109,013	112,239
Colleyville Center	209,584	208,126	104,323	106,738	110,903	115,263	118,291
<i>TOTAL EXPENDITURES</i>	<u>327,176</u>	<u>326,321</u>	<u>247,822</u>	<u>253,801</u>	<u>262,322</u>	<u>271,276</u>	<u>277,529</u>
<i>ENDING FUND BALANCE - 9/30</i>	<u>309,329</u>	<u>172,984</u>	<u>177,662</u>	<u>181,361</u>	<u>186,539</u>	<u>192,763</u>	<u>202,734</u>

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0000	UNDEFINED				
0010000	001-0000-5101	CURRENT TAXES		15,560,000.00	
0010000	001-0000-5102	DELINQUENT TAXES		25,000.00	
0010000	001-0000-5103	PENALTY & INTEREST		55,000.00	
0010000	001-0000-5201	ONCOR ELECTRIC DELIVERY		860,000.00	
0010000	001-0000-5202	TRI-COUNTY ELECTRIC		110,000.00	
0010000	001-0000-5203	ATMOS ENERGY		395,000.00	
0010000	001-0000-5204	AT&T SERVICES		33,000.00	
0010000	001-0000-5205	VERIZON/OTHERS		35,000.00	
0010000	001-0000-5206	GARBAGE/RECYCLING		195,000.00	
0010000	001-0000-5207	CABLE TV		345,000.00	
0010000	001-0000-5301	SALES TAX		4,400,000.00	
0010000	001-0000-5302	MIXED BEVERAGE TAX		105,000.00	
0010000	001-0000-5411	BUILDING		650,000.00	
0010000	001-0000-5412	PLUMBING		35,000.00	
0010000	001-0000-5413	MECHANICAL PERMIT		21,000.00	
0010000	001-0000-5414	ELECTRICAL		13,000.00	
0010000	001-0000-5416	PROFESSIONAL LICENSE		25,000.00	
0010000	001-0000-5417	BUILDING PLAN REVIEW FEE		75,000.00	
0010000	001-0000-5418	BUSINESS LICENSE		6,500.00	
0010000	001-0000-5420	SIGN PERMITS		7,000.00	
0010000	001-0000-5421	FENCE PERMITS		12,000.00	

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0010000 001-0000-5423 FIRE PERMIT FEES					15,000.00
0010000 001-0000-5424 IRRIGATION PERMITS					7,500.00
0010000 001-0000-5511 RE-ZONING					10,000.00
0010000 001-0000-5512 PLAT FEE					8,000.00
0010000 001-0000-5514 BOARD OF ADJUSTMENT					1,275.00
0010000 001-0000-5611 FINES-BUDGETED					520,000.00
0010000 001-0000-5612 ALARM FEES					60,000.00
0010000 001-0000-5630 LIBRARY FINES					6,000.00
0010000 001-0000-5711 SALE OF MATERIAL					100.00
0010000 001-0000-5712 WEED MOWING					6,000.00
0010000 001-0000-5714 SALE OF SURPLUS PROPERTY					20,000.00
0010000 001-0000-5715 SITE PLAN REVIEW FEE					2,250.00
0010000 001-0000-5716 EARNED INTEREST					25,000.00
0010000 001-0000-5719 MISCELLANEOUS					60,000.00
0010000 001-0000-5721 AMBULANCE					360,000.00
0010000 001-0000-5722 RECREATION PROGRAM					250,000.00
0010000 001-0000-5730 LANDSCAPING PLAN FEE					2,250.00
0010000 001-0000-5759- CREDIT CARD FEE REVENUE					18,000.00
0010000 001-0000-5811 ENGINEERING-INSPECTION					15,000.00
0010000 001-0000-5813- MATERIALS TESTING FEE					8,000.00
0010000 001-0000-5826 KELLER COURT					362,159.00
0010000 001-0000-5828 SRO REIMBURSEMENT					114,599.00
0010000 001-0000-5832 ANTENNA LEASES					75,000.00

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CITY OF COLLEYVILLE
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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0010000 001-0000-5845 LOT DRAINAGE INSPECTION					17,000.00
0010000 001-0000-5855 FIELD USE FEE					22,000.00
0010000 001-0000-5872 TRANSFER FROM UTILITY FUND					304,738.00
0010000 001-0000-5873 COLLEYVILLE CENTER REVENUES					170,000.00
0010000 001-0000-5874 NON RESIDENT FEE - PARKS					43,000.00
0010000 001-0000-5892- TRANSFER IN - FM TIF					194,318.00
TOTAL UNDEFINED					25,659,689.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

1010 CITY COUNCIL

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011010 001-1010-6204 TRAVEL					19,775.00 *
TML Elected Officials		7.00	1,380.00		9,660.00
Conferences: Transportation (\$350), Lodging (\$630), Registration (\$200), Per Diem (\$200)					
TML Conference for 7 people: Transportation (\$250), Lodging (\$600), Per Diem (\$250), and Registration (\$345)		7.00	1,445.00		10,115.00
2000 Character Max					
0011010 001-1010-6209 DUES & SUBSCRIPTIONS					9,551.00 *
Northeast Leadership Forum		1.00	100.00		100.00
Mayors' Council		1.00	350.00		350.00
International Council of Shopping Centers		1.00	400.00		400.00
Mayor \$100, 6 Councilmembers x \$50 = 300					
Metroport Cities Partnership		1.00	1,000.00		1,000.00
North Texas Commission		1.00	1,800.00		1,800.00
NCTCOG city membership		1.00	2,463.00		2,463.00
Texas Municipal League (TML)		1.00	3,438.00		3,438.00
0011010 001-1010-6226- MISC. CONTRACTUAL SERVICES					37,800.00 *
SNAP (Special Needs Assistance Partners): transportation and other services for individuals with intellectual disabilities		1.00	1,000.00		1,000.00
Safe Haven, Tarrant County: programs/services for abused women		1.00	1,000.00		1,000.00
Alliance for Children: Programs/services for abused children		1.00	3,500.00		3,500.00
		1.00	12,000.00		12,000.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
	Metroport Meals on Wheels (Senior Center program and home deliveries)	1.00	15,000.00		15,000.00
	GRACE: Emergency Services	1.00	5,300.00		5,300.00
	Colleyville Chamber of Commerce				
0011010 001-1010-6294 COUNCIL EXPENSES		25.00	10.00		10,980.00 *
	Colleyville Chamber of Commerce Board Meetings (monthly) x2	14.00	30.00		250.00
	TML Region 8 Quarterly Meetings	7.00	45.00		420.00
	Northeast Leadership Forum Annual Meeting/Luncheon Tickets	14.00	50.00		315.00
	Grapevine/Colleyville Education Foundation Luncheons	7.00	60.00		700.00
	NCTCOG General Assembly Tickets	7.00	125.00		420.00
	North Texas Commission Annual Luncheon Tickets	1.00	300.00		875.00
	Metroport Breakfast (usually host 1 per year)	1.00	350.00		300.00
	Gold Sponsorship for the Northeast Leadership Forum Heart of North Texas Conference	1.00	750.00		350.00
	Northeast Tarrant Transportation Summit Sponsorship	1.00	6,600.00		750.00
	Facilitator for annual City Council priority setting session				6,600.00
0011010 001-1010-6298 COUNCIL CONTINGENCY		1.00	120,000.00		120,000.00 *
	Council Contingency				120,000.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011010 001-1010-6308 PRINTING		1.00	150.00	10,150.00	150.00 *
Mayor's Letterhead and Envelopes					
Business Cards for Councilmembers		1.00	10,000.00	10,000.00	
Branding update (business cards, letterhead, etc.) for new City Vision, Mission, and Values					
0011010 001-1010-6323 COUNCIL SUPPLIES				9,745.00	*
Nameplates for Dais		1.00	60.00	60.00	
Council Holiday Meal, new Council member celebration		1.00	100.00	100.00	
Table Cloth Cleaning		1.00	100.00	100.00	
Birthday Cakes		1.00	200.00	200.00	
Florist- Funerals/Illness		1.00	200.00	200.00	
Vases- Engraved for Outgoing Council		1.00	200.00	200.00	
Council Meals at Council Meetings		24.00	220.00	5,280.00	
Photographer for portrait of Mayor and Council		1.00	380.00	380.00	
Miscellaneous supplies for City Council or City Council functions		1.00	500.00	500.00	
Proclamation Frames		1.00	550.00	550.00	
Beverage service supplies for Council meetings		1.00	800.00	800.00	
Meals for Worksessions and joint meetings		1.00	1,375.00	1,375.00	

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011010 001-1010-6625- IMPROVEMENTS OTHER THAN BLDG

Bronze Sculptures (David
 Spellerberg)

VENDOR	QUANTITY	UNIT COST	2022	Proposed
	1.00	2,750.00		2,750.00 *

TOTAL CITY COUNCIL

220,751.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

1110 ADMINISTRATION

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011110	001-1110-6101	SALARIES				560,224.00
0011110	001-1110-6102	TEMPORARY HELP				24,960.00
0011110	001-1110-6105-	SALARY SAVINGS				-14,935.00
0011110	001-1110-6141	FICA EXPENSE				40,149.00
0011110	001-1110-6142	GROUP HEALTH INSURANCE				38,201.00
0011110	001-1110-6143	WORKERS' COMPENSATION				1,666.00
0011110	001-1110-6145	UNEMPLOYMENT COMPENSATION				1,242.00
0011110	001-1110-6146	RETIREMENT				55,394.00
0011110	001-1110-6148	LONGEVITY PAY				1,406.00
0011110	001-1110-6152	ACCRUED LEAVE PAY				5,020.00
0011110	001-1110-6204	TRAVEL				7,500.00 *
		International City Management Assoc (ICMA) Conference	3.00	2,000.00		6,000.00
		General travel and training to include local mileage reimbursement, luncheons, speakers, and annual UNT MPA Alumni Conference and Luncheon	1.00	1,500.00		1,500.00
0011110	001-1110-6206	TRAINING				9,395.00 *
		Webinars- TML Legislative Updates or Other	1.00	300.00		300.00
		Spring/Fall GFOAT Conference	1.00	1,600.00		1,600.00
		Various training/conferences related to program areas	1.00	7,495.00		7,495.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011110 001-1110-6207 PRE-EMPLOYMENT					100.00
0011110 001-1110-6209 DUES & SUBSCRIPTIONS					6,650.00 *
Sam's Club membership		1.00	45.00		45.00
American Express Card membership for city credit card		1.00	55.00		55.00
State of Texas Cooperative Purchasing Program annual membership fee		1.00	100.00		100.00
GFOA Budget Award Application Fee		1.00	425.00		425.00
Asst. City Manager: \$1,120 ICMA dues, NTCMA \$65, TCMA \$420, NLF \$100, ICSC \$50		1.00	1,755.00		1,755.00
Assistant City Manager: ICMA \$1,120, TCMA \$420, NTCMA \$65, GFOAT with CGFO and Roundtables \$200, UMANT \$50, Northeast Leadership Forum \$100		1.00	1,955.00		1,955.00
City Manager: ICMA \$1600, TCMA \$600, NTCMA \$65, ICSC \$50		1.00	2,315.00		2,315.00
0011110 001-1110-6226- MISC. CONTRACTUAL SERVICES					32,050.00 *
Intranet Updates and SharePoint administration		1.00	3,000.00		3,000.00
Historical Preservation Committee projects		1.00	4,000.00		4,000.00
OpenGov annual fees: \$8,550 for Transparency Module and Intelligence Reporting, \$1,500 data auto update		1.00	10,050.00		10,050.00
Biennial Citizen/Employee Survey		1.00	15,000.00		15,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011110 001-1110-6301 OFFICE SUPPLIES					1,000.00
0011110 001-1110-6303 OPERATING SUPPLIES					1,100.00 *
Paper		1.00	1,100.00		1,100.00
0011110 001-1110-6305- UNIFORMS					400.00
0011110 001-1110-6308 PRINTING					400.00 *
Letterhead, Envelopes, Business Cards		1.00	400.00		400.00

TOTAL ADMINISTRATION

771,922.00

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PROJECTION: 20221 FY 2022 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

1210	BUILDING INSPECTION	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011210	001-1210-6101 SALARIES					333,909.00
0011210	001-1210-6105- SALARY SAVINGS					-6,771.00
0011210	001-1210-6139 OVERTIME					1,467.00
0011210	001-1210-6141 FICA EXPENSE					25,898.00
0011210	001-1210-6142 GROUP HEALTH INSURANCE					62,669.00
0011210	001-1210-6143 WORKERS' COMPENSATION					1,616.00
0011210	001-1210-6145 UNEMPLOYMENT COMPENSATION					1,035.00
0011210	001-1210-6146 RETIREMENT					33,388.00
0011210	001-1210-6148 LONGEVITY PAY					2,463.00
0011210	001-1210-6204 TRAVEL					1,500.00 *
	Building Official - Attend ICC Annual Code Conference - 2018 Building Codes - Out of state travel and accredited training.		1.00	1,500.00		1,500.00
0011210	001-1210-6206 TRAINING					5,425.00 *
	Building Inspectors & Plans Examiner: State Plumbing Inspectors License (CEU's)		3.00	90.00		270.00
	Building Official: State Plumbing Inspectors License Required CEU's		1.00	90.00		90.00
	Building Inspectors & Plans Examiner: Building Professional Institute (BPI) to obtain required CEU's.		3.00	160.00		480.00
	Building Official: Building Professional Institute (BPI) CEU's		1.00	160.00		160.00
	Permit Technician: BPI Training, CEU's		1.00	160.00		160.00
	Building Inspectors & Plans Examiner: ICC Certification Exams, CEU's		4.00	170.00		680.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
		1.00	250.00		250.00
Building Official: Training on the 2018 International Building Code					
		1.00	295.00		295.00
Building Official - New 2018 International Residential Code Training					
		1.00	340.00		340.00
Building Official: ICC Certification Exams, CEU's					
		1.00	500.00		500.00
Building Inspector: TEEX Code Enforcement Officer Training, CEU's					
		1.00	600.00		600.00
Building Official - Annual Building Officials Association of Texas Conference (BOAT), travel-training expenses included.					
		1.00	750.00		750.00
Building Inspector: Required Training For Medical Gas Inspection License. State Requirement That All Med/Gas Plan Review And Inspection Be Performed By A Licensed Plumbing Inspector. Add funding for exam fee, increased tuition and travel					
		1.00	850.00		850.00
Building Inspector: Fire Sprinkler Inspector Training. State Requirement that Multi-Purpose Residential Fire Sprinklers Inspections Be Performed By a Licensed Plumbing Inspector with endorsement. Add exam fee, tuition increase, and travel					
0011210 001-1210-6209 DUES & SUBSCRIPTIONS		1.00	50.00		1,724.00 *
Building Official: International Association of Electrical Inspectors (IAEI) Annual Membership					50.00
		3.00	50.00		150.00
Building Inspectors & Plans Examiner: North Texas Chapter of The International Code					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Council (NTCICC) Annual Membership Dues		2.00	50.00		100.00
Building Inspectors: The International Association of Electrical Inspectors (IAEI) Annual Membership Dues		1.00	75.00		75.00
Building Official: Texas State Board of Plumbing Examiners; State Plumbing Inspector License Renewal		3.00	75.00		225.00
Building Inspectors and Plans Examiner: Texas State Board of Plumbing Examiners (TSBPE), State Plumbing Inspectors License Renewal		1.00	100.00		100.00
Building Official: International Code Council (ICC) Annual Membership Dues		1.00	100.00		100.00
Building Official: Building Officials Association of Texas (TML-BOAT) Annual Membership Dues		1.00	100.00		100.00
Building Official: North Texas Chapter of The International Code Council (NTCICC) Annual Membership Dues		1.00	106.00		106.00
Building Official: Texas Department of Health; Code Enforcement Officer License Renewal.		3.00	106.00		318.00
Building Inspectors & Plans Examiner: Texas State Department of Health Services; Code Enforcement Officer License Renewal		1.00	150.00		150.00
Building Inspectors & Plans Examiner: Building Officials Association of Texas (BOAT) Annual Membership Dues		1.00	200.00		200.00
Building Official - Construction Research Council (CRC) Annual Membership Dues		1.00	50.00		50.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

Building Official: Code
Enforcement Association of
Texas (CEAT) Annual Membership

VENDOR QUANTITY UNIT COST 2022 Proposed

0011210	001-1210-6226- MISC. CONTRACTUAL SERVICES				6,000.00 *
	Fleet GPS monitoring	1.00	1,000.00		1,000.00
	Contract Plan Review Services: Third Party plan review for large commercial projects. Additions scheduled on at least two schools and contingency for possible large retail and/or assisted living projects.	1.00	5,000.00		5,000.00
0011210	001-1210-6240 CELL PHONES				888.00 *
	2 Field Inspectors: Service for City issued cell phones	2.00	444.00		888.00
0011210	001-1210-6261 VEHICLE MAINTENANCE				3,000.00 *
	Vehicle Maintenance for F150s (unit #902, 903, 904)	3.00	1,000.00		3,000.00
0011210	001-1210-6262 GAS AND OIL				3,000.00 *
	Fuel	1.00	3,000.00		3,000.00
0011210	001-1210-6301 OFFICE SUPPLIES				678.00
0011210	001-1210-6303 OPERATING SUPPLIES				265.00 *
	First Aid Supplies	1.00	20.00		20.00
	Copier Paper	1.00	245.00		245.00
0011210	001-1210-6305 UNIFORMS				1,220.00 *
	Gloves	3.00	10.00		30.00
	Hats	3.00	30.00		90.00
	Jeans	4.00	50.00		200.00
	Coats	4.00	75.00		300.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Shirts		4.00	150.00		600.00
0011210 001-1210-6308 PRINTING					920.00 *
Forms & Applications		1.00	100.00		100.00
Professionally Printed Inspection Tags Are Still Preferred By Many of Our Building Contractors For Their Records (Opposed To Electronic Notices). Green = pass, Red = fail		2.00	150.00		300.00
Impact Printer Paper Inspection Results Tickets		1.00	200.00		200.00
Building Permit Applications-Commercial		1.00	15.00		15.00
Field Inspection Forms		1.00	20.00		20.00
Correction Notices		1.00	25.00		25.00
Stationary: Letterhead		1.00	40.00		40.00
Stationary; Envelopes		1.00	40.00		40.00
Building Permit Application-Residential		1.00	50.00		50.00
Building Permit Application-Misc Construction		1.00	50.00		50.00
Business Cards		1.00	80.00		80.00
0011210 001-1210-6313 SMALL TOOLS					250.00 *
Flash Light Lamps		2.00	4.00		8.00
Flashlight Batteries		2.00	17.00		34.00
Screw Drivers		2.00	22.00		44.00
Flash Lights		2.00	25.00		50.00
Tape Measure		2.00	26.00		52.00
Small Levels		2.00	31.00		62.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011210 001-1210-6326 SAFETY EQUIPMENT/SUPPLIES					750.00 *
Miscellaneous Safety Items (e.g. Sunblock, Safety Glasses, etc)		3.00	100.00		300.00
Boots		3.00	150.00		450.00
TOTAL BUILDING INSPECTION					481,294.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

1310	ECONOMIC DEVELOPMENT	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011310	001-1310-6101 SALARIES					168,159.00
0011310	001-1310-6105- SALARY SAVINGS					-3,315.00
0011310	001-1310-6141 FICA EXPENSE					8,850.00
0011310	001-1310-6142 GROUP HEALTH INSURANCE					12,534.00
0011310	001-1310-6143 WORKERS' COMPENSATION					481.00
0011310	001-1310-6145 UNEMPLOYMENT COMPENSATION					207.00
0011310	001-1310-6146 RETIREMENT					16,348.00
0011310	001-1310-6148 LONGEVITY PAY					372.00
0011310	001-1310-6204 TRAVEL					12,900.00 *
	ICSC Regional Meetings		1.00	200.00		200.00
	ICSC Texas Conference & Dealmaking		1.00	500.00		500.00
	Marketing/business development trips to recruit targeted sectors (trips through Dallas Regional Chamber, DFW Marketing Team, Site Selectors Guild, Corenet, etc.)		3.00	2,400.00		7,200.00
	ICSC Annual Conference (RECon)		2.00	2,500.00		5,000.00
0011310	001-1310-6206 TRAINING					2,700.00 *
	International Economic Development Council (IEDC) Annual Conference and/or Texas Economic Development Council (TEDC) Fall or Spring Conference		1.00	2,700.00		2,700.00

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PROJECTION: 20221 FY 2022 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011310 001-1310-6209 DUES & SUBSCRIPTIONS		1.00	100.00		3,210.00 *
International Council of Shopping Centers (ICSC) Dues		1.00	100.00		100.00
Northeast Leadership Forum		1.00	100.00		100.00
Dallas Business Journal subscription		1.00	120.00		120.00
CIB List Subscription for online Real Estate		1.00	125.00		125.00
Fort Worth Business subscription		1.00	275.00		275.00
Texas Economic Development Council (TEDC) Dues		1.00	300.00		300.00
NTCAR Dues		1.00	385.00		385.00
International Economic Development Council (IEDC) Dues		1.00	705.00		705.00
I-Communities - NTCAR (split between ED & Communications) - Needed for City web page interactive maps data		1.00	1,000.00		1,000.00
Dallas Regional Chamber DFW Marketing Team					
0011310 001-1310-6226 MISC. CONTRACTUAL SERVICES		1.00	120.00		18,180.00 *
Fee to maintain the www.colleyvilleclosebuy.com url (web address)		1.00	120.00		120.00
Fee to maintain the www.ColleyvilleED.com url (web address)		1.00	6,940.00		6,940.00
Contract Work (studies, marketing collateral, etc.)		1.00	11,000.00		11,000.00
CoStar subscription (access to commercial real estate information) Expanded to include all of North Texas; important for use in responding to leads found on CIB List and to provide in					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
	meeting with prospects or existing businesses considering relocation.					
0011310	001-1310-6236 ADVERTISING					4,350.00 *
	Meals with prospects, existing business owners and operators, developers, architects, engineers, and others working to invest or maintain business here in Colleyville.		1.00	1,450.00		1,450.00
	ICSC Texas Conference Booth - Costs for booth, supplies, electric, carpet, attendee registrations, promotional items and printing etc. to set up and operate exhibit space at annual ICSC Texas Conference & Deal Making		1.00	1,500.00		1,500.00
	Society of Commercial Realtors Fort Worth Trade Show		1.00	400.00		400.00
	Registration, costs to participate in annual North Texas Commercial Association of Realtors (NETCAR) Expo in Dallas. Booth, electric, attendee registration, promotional items and event printing.		1.00	1,000.00		1,000.00
0011310	001-1310-6301 OFFICE SUPPLIES					650.00
0011310	001-1310-6303 OPERATING SUPPLIES					550.00 *
	Copier Paper		1.00	150.00		150.00
	Paper (slick for reports, brochures)		1.00	150.00		150.00
	Meeting supplies for various focus groups, meetings with Chamber and/or SCORE reps, etc. - Cups, plates, beverages, food, etc.		1.00	250.00		250.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011310 001-1310-6308 PRINTING

Letterhead, envelopes, business
 cards, images for trade shows

VENDOR	QUANTITY	UNIT COST	2022	Proposed
	1.00	1,235.00		1,235.00 *

TOTAL ECONOMIC DEVELOPMENT

247,411.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

1410 CITY SECRETARY

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011410	001-1410-6101	SALARIES				145,246.00
0011410	001-1410-6105-	SALARY SAVINGS				-3,032.00
0011410	001-1410-6141	FICA EXPENSE				11,598.00
0011410	001-1410-6142	GROUP HEALTH INSURANCE				25,068.00
0011410	001-1410-6143	WORKERS' COMPENSATION				440.00
0011410	001-1410-6145	UNEMPLOYMENT COMPENSATION				414.00
0011410	001-1410-6146	RETIREMENT				14,952.00
0011410	001-1410-6148	LONGEVITY PAY				2,000.00
0011410	001-1410-6152	ACCRUED LEAVE PAY				6,096.00
0011410	001-1410-6204	TRAVEL				1,300.00 *
		MONTHLY NTMCA MTG/LUNCHEON - City Secretary & Assistant to CS	10.00	20.00		200.00
		Luncheon meetings as required for City Secretary or Assistant to CS. Example: Chamber, Ministerial, NCTCOG	8.00	25.00		200.00
		Registration for open records/open meetings document retention training offered through a variety of State agencies or NCTCOG	2.00	200.00		400.00
		MILEAGE	1.00	500.00		500.00
0011410	001-1410-6206	TRAINING				3,430.00 *
		Athenian Dialogues - City Secretary	2.00	75.00		150.00
		Seminars and conferences for City Secretary - all provide for Texas Registered Municipal Clerk recertification credit. These courses are held throughout the state. All registration, mileage, hotel, and per diem figured in costs	4.00	820.00		3,280.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011410 001-1410-6207- PRE-EMPLOYMENT					100.00 *
Pre Employment		1.00	100.00		100.00
0011410 001-1410-6209 DUES & SUBSCRIPTIONS					445.00 *
NORTH TEXAS MUNICIPAL CLERKS ASSN. - City Secretary and Assistant to City Secretary		1.00	30.00		90.00
TX MUNICIPAL LAW & PROCEDURE MANUAL SUPPLEMENT		1.00	55.00		55.00
TEXAS MUNICIPAL CLERKS ASSOCIATION - City Secretary and Assistant to City Secretary		1.00	100.00		300.00
0011410 001-1410-6215 ELECTION EXPENSES					10,445.00 *
SUPPLEMENT TX ELECTION LAW & PROCEDURE MANUAL		1.00	95.00		95.00
Election Law Seminar		1.00	350.00		350.00
State required legal notices for General Elections		1.00	500.00		500.00
ALL ELECTIONS - (MAYOR/COUNCIL, RUN-OFF, OR SPECIAL ELECTIONS IN NOVEMBER)		1.00	9,500.00		9,500.00
General Elections = \$7,000					
0011410 001-1410-6226 MISC. CONTRACTUAL SERVICES					16,400.00 *
RECORD DESTRUCTION FEES		1.00	1,400.00		1,400.00
ANNUAL CONTRACT FOR OFF-SITE RECORD STORAGE		1.00	5,000.00		5,000.00
Laserfiche efficiency project		1.00	10,000.00		10,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

**ACCOUNTS FOR:
GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011410 001-1410-6231 LEGAL ADVERTISING		1.00	3,000.00		3,000.00 *
LEGAL ADS - ORDINANCES/TAX INFO/ETC.					
Normal ads = \$2,500					
0011410 001-1410-6237 CODIFICATION		1.00	4,000.00		14,000.00 *
Code Book updates & Codes on Municode website		1.00	10,000.00		4,000.00
Codification of land development code					10,000.00
0011410 001-1410-6245 EQUIPMENT RENTAL		4.00	730.00		2,920.00 *
POSTAGE MACHINE ANNUAL LEASE					2,920.00
0011410 001-1410-6293 COMMITTEE EXPENSE		1.00	50.00		2,020.00 *
Name Badges and Plaques for BCC members		1.00	100.00		300.00
Meeting refreshments		1.00	500.00		100.00
CITY COUNCIL PICTURE FRAME IN LOBBY		1.00	500.00		500.00
EVENING APPRECIATION RECEPTION for Board, Commission, and Committee members		1.00	500.00		500.00
Engraved plaques/name badges for all outgoing board, commission, and committee members		20.00	31.00		620.00
0011410 001-1410-6295 SPECIAL PROJ/CONTRIBUTION		1.00	800.00		800.00 *
SHREDDER for CLEAN SWEEP					800.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011410	001-1410-6301	OFFICE SUPPLIES				300.00
0011410	001-1410-6302	POSTAGE				625.00 *
		CITY MAIL PERMIT FEES	1.00	275.00		275.00
		CERTIFIED MAIL FOR ALCOHOL RELATED MAILINGS	1.00	100.00		100.00
		CITY BUSINESS REPLY MAIL PERMIT FEE	1.00	250.00		250.00
0011410	001-1410-6303	OPERATING SUPPLIES				2,675.00 *
		Dusting spray, cleaning cloths, etc.	1.00	20.00		20.00
		MINUTE BOOK PAPER	3.00	50.00		420.00
		MEETING SUPPLIES (FOAM BOARDS/TAPE/ADHESIVE/ETC.)	1.00	50.00		50.00
		STORAGE BOXES	1.00	50.00		50.00
		KITCHEN SUPPLIES (FOIL/BAGGIES/SARAN WRAP/BAGS)	1.00	50.00		50.00
		MINUTE BOOKS	2.00	180.00		960.00
		POSTAGE MACHINE SUPPLIES (LABELS/SOLUTION)	1.00	200.00		200.00
		COPIER SUPPLIES (PAPER)	1.00	925.00		925.00
0011410	001-1410-6305-	UNIFORMS				300.00
0011410	001-1410-6308	PRINTING				47.00 *
		LETTERHEAD - 3000 STATIONERY	1.00	22.00		22.00
		ENVELOPES - STATIONERY	1.00	25.00		25.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2022	Proposed
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TOTAL CITY SECRETARY				261,589.00
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PROJECTION: 20221 FY 2022 Operating Budget
ACCOUNTS FOR:
GENERAL FUND
 1510 FINANCE

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011510 001-1510-6101 SALARIES					353,263.00
0011510 001-1510-6105- SALARY SAVINGS					-7,780.00
0011510 001-1510-6139 OVERTIME					496.00
0011510 001-1510-6141 FICA EXPENSE					29,759.00
0011510 001-1510-6142 GROUP HEALTH INSURANCE					50,135.00
0011510 001-1510-6143 WORKERS' COMPENSATION					1,129.00
0011510 001-1510-6145 UNEMPLOYMENT COMPENSATION					828.00
0011510 001-1510-6146 RETIREMENT					38,367.00
0011510 001-1510-6148 LONGEVITY PAY					3,895.00
0011510 001-1510-6152 ACCRUED LEAVE PAY					31,284.00
0011510 001-1510-6204- TRAVEL					4,300.00 *
		1.00	300.00		300.00
Additional Training - Texas Munis Group / American Payroll Institute					
		2.00	2,000.00		4,000.00
2 finance employees - Tyler Technologies Conference San Antonio 2021					
0011510 001-1510-6206 TRAINING					3,750.00 *
		1.00	500.00		500.00
APA - 1099 WEBINAR					
		1.00	750.00		750.00
AMERICAN PAYROLL INSTITUTE - payroll conference					
		1.00	1,250.00		1,250.00
GFOAT Spring/Fall Conference and/or GFOA Annual Conference					
		1.00	1,250.00		1,250.00
GTOT Conference					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011510 001-1510-6209 DUES & SUBSCRIPTIONS		1.00	100.00		9,269.00 *
TX BLD & COOP COMMISSION - purchasing - Accounting Manager & AP Clerk					100.00
GTOT Subscription		1.00	100.00		100.00
GFOAT/TML - Dues & NCTCOG roundtable		3.00	128.00		384.00
APT Membership		1.00	200.00		200.00
GFOA - CFO		1.00	250.00		250.00
AMERICAN PAYROLL ASSOC - Accounting Manager		1.00	275.00		275.00
TX STATE BOARD OF PUBLIC ACCOUNTANCY - CFO		1.00	450.00		450.00
AMEX Subscription		2.00	55.00		110.00
ClearGov e-Budget		1.00	7,400.00		7,400.00
0011510 001-1510-6221 AUDIT					16,308.00 *
GFOA - Review Fee for PAFR award (split 50/50 with Utility Fund)		1.00	115.00		115.00
GFOA - Review Fee for CAFR award (split 50/50 with Utility Fund)		1.00	253.00		253.00
Cost for a Single Audit Estimating a 2.5% increase in audit fees.		1.00	5,000.00		5,557.00
Audit Fee split between Utility (65%), Drainage (\$2000), CCCPD (\$1500) & CEDC (\$2000)		1.00	10,383.00		10,383.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011510 001-1510-6222 TAX COLLECTION/ASSESSING					123,447.00 *
GCISD Tax office - property tax collection services		1.00	28,661.00		28,661.00
TARRANT APPRAISAL DISTRICT - annual fee for property appraisals		1.00	94,786.00		94,786.00
0011510 001-1510-6226- MISC. CONTRACTUAL SERVICES					58,278.00 *
ZACTAX 2020 Subscription Service		1.00	5,000.00		5,000.00
Executime time entry software		1.00	43,863.00		43,863.00
Executime time entry software		1.00	7,615.00		7,615.00
ClearGov e-Budget Software		1.00	1,800.00		1,800.00
0011510 001-1510-6231 LEGAL ADVERTISING					450.00 *
FT WORTH STAR TELEGRAM - Ads for unclaimed property / bid advertisement		1.00	450.00		450.00
0011510 001-1510-6233 BANK SERVICE CHARGES					3,000.00 *
WELLS FARGO - 30% split w/Utility Fund - check clearing/deposit posting		1.00	1,500.00		1,500.00
Courier service for bank deposits (30% share - balance to Utility Fund)		1.00	1,500.00		1,500.00
0011510 001-1510-6301 OFFICE SUPPLIES					1,444.00
0011510 001-1510-6302 POSTAGE					150.00 *
		1.00	150.00		150.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011510 001-1510-6303 OPERATING SUPPLIES					3,150.00 *
CPI ONE POINT (copy paper)		1.00	150.00		150.00
TYLER TECHNOLOGIES- signature key for check processing		2.00	1,500.00		3,000.00
0011510 001-1510-6308 PRINTING					3,035.00 *
PAFR Copies printed to distribute (400 copies X \$1.70) split with UB		200.00	1.70		340.00
FROST BANK - deposit slips		1.00	80.00		80.00
TYLER BUSINESS FORMS (W-2 forms)		1.00	275.00		275.00
TYLER BUSINESS FORMS - tax forms and envelopes		1.00	300.00		300.00
FORMS ONE (STEVE STRANGE)		1.00	525.00		525.00
RECEIPT BOOKS & A/P ENVELOPES		1.00	1,515.00		1,515.00
PRINTING SYSTEMS INC - AP check stock					
0011510 001-1510-6360- MINOR OPERATING OUTLAY					2,500.00 *
Executime Time entry software		1.00	2,500.00		2,500.00
TOTAL FINANCE					730,457.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND
 1610 LEGAL

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011610 001-1610-6216 LEGAL COUNCIL & SERVICES					242,008.00 *
Electric Reliability Council of Texas (ERCOT) membership		1.00	100.00		100.00
Membership for Atmos Cities Steering Committee		1.00	800.00		800.00
Texas Coalition of Cities for Utility Issues (TCCFUI) membership		1.00	1,100.00		1,100.00
Legal Services- Prosecutor		12.00	1,125.00		13,500.00
Membership for Oncor Cities Steering Committee		1.00	2,900.00		2,900.00
City Attorney services: attendance at City Council meetings, legal counsel, representation, litigation		12.00	18,634.00		223,608.00
TOTAL LEGAL					242,008.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND
1710 LIBRARY

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011710 001-1710-6101 SALARIES					369,770.00
0011710 001-1710-6102 TEMPORARY HELP					1,500.00
0011710 001-1710-6105- SALARY SAVINGS					-7,589.00
0011710 001-1710-6141 FICA EXPENSE					26,681.00
0011710 001-1710-6142 GROUP HEALTH INSURANCE					50,135.00
0011710 001-1710-6143 WORKERS' COMPENSATION					669.00
0011710 001-1710-6145 UNEMPLOYMENT COMPENSATION					1,242.00
0011710 001-1710-6146 RETIREMENT					37,424.00
0011710 001-1710-6148 LONGEVITY PAY					3,236.00
0011710 001-1710-6152 ACCRUED LEAVE PAY					8,995.00
0011710 001-1710-6204 TRAVEL					2,750.00 *
		1.00	1,300.00		1,300.00
	Texas Library Association Conference for Youth Librarian - April 25-28, 2022 - Fort Worth, TX				
		1.00	1,450.00		1,450.00
	The Library Corporation (TLC) Software Annual User Conference for Librarian - October 25-27, 2021 - Virtual Conference				
0011710 001-1710-6206 TRAINING					4,100.00 *
		1.00	100.00		100.00
	Various Workshops for Library Director (State Mandated)				
		1.00	100.00		100.00
	Various Workshops for Circ/Tech Librarian (Professional Development)				
		1.00	100.00		100.00
	Various Workshops for Youth Librarian (Professional Development)				
		1.00	100.00		100.00
	Various Workshops for Adult Librarian (Professional Development)				
		1.00	100.00		100.00
	Various Workshops for Other				

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PROJECTION: 20221 FY 2022 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Staff (Professional Development)		2.00	1,800.00		3,600.00
Public Library Association Conference for Library Director (Certification Required) and Librarian - (held every 2 years) - Mar 22-26, 2022 - Portland, OR or Texas Library Association (TLA) - April 25-28, 2022 - Fort Worth, TX					
0011710 001-1710-6207 PRE-EMPLOYMENT					245.00
0011710 001-1710-6209 DUES & SUBSCRIPTIONS					1,709.00 *
Texas Library Association Membership for Circ/Computer Librarian		1.00	167.00		167.00
Texas Library Association Membership for Library Director		1.00	184.00		184.00
American Library Association Membership for Youth Services Librarian		1.00	198.00		198.00
American Library Association Membership for Adult Services Librarian		1.00	225.00		225.00
American Library Association Membership for Library Director		1.00	225.00		225.00
PLANT Dues for Library Director		1.00	75.00		75.00
Amex card fee		1.00	55.00		55.00
American Library Association Membership for Circ/Computer Librarian		1.00	148.00		148.00
Texas Library Association Membership for Adult Services Librarian		1.00	167.00		167.00
Texas Library Association Membership for Youth Services Librarian		1.00	156.00		156.00
Sams Club		1.00	109.00		109.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011710 001-1710-6226 MISC. CONTRACTUAL SERVICES					34,374.00 *
bibliotheca staffConnect gate Individual License - (year 1) (New 10/2018) Service Agreement (10/05/2021 - 10/04/2022)		1.00	99.00		99.00
Coin Copiers - (1) Reader for copier Service Agreement (10/16/2020 - 10/15/2021)		1.00	110.00		110.00
Motion Picture Licensing Corporation (MPLC) - For Library Programs to Show Movies (9/01/2022 - 8/31/2023)		1.00	227.00		227.00
bibliotheca libraryConnect Devices subscription (5 licenses/devices - (New 10/2018) Service Agreement (10/05/2021 - 10/04/2022)		1.00	999.00		999.00
Coin Copiers - (2) Readers (\$125 ea) Service Agreement (10/16/2020 - 10/15/2021)		1.00	250.00		250.00
Reciprocal Borrowing Payments - For Lost Materials from Other Libraries		1.00	250.00		250.00
DiscChek for DVDs/CDs Service Agreement		1.00	325.00		325.00
Better Impact Volunteer Software Licensing - For Library Volunteer Scheduling (4/30/2022 - 4/29/2023) (200 volunteers)		1.00	355.00		355.00
bibliotheca 895 RFID Staff Workstation (Upgraded 1/2012) Service Agreement (10/5/2021 - 10/04/2022)		4.00	199.00		796.00
Coin Copiers - Dispensor/Encoder Service Agreement		1.00	490.00		490.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

(10/16/2020 - 10/15/2021)

SWANK Movie Licensing USA - For
Library Programs to Show Movies
(4/4/22 - 4/3/23)

Event Keeper Standard/EK Rooms
Software - Library Online Event
Calendar/Meeting Room Scheduler
(9/10/2022 - 9/9/2023)

bibliotheca 2840 SL AMH
Sortation (Indoor Return)
Service Agreement (10/5/2021 -
10/04/2022)

bibliotheca 2840 SL AMH
Sortation (Outdoor Return)
Service Agreement (10/5/2021 -
10/04/2022)

bibliotheca selfCheck 1000
freestanding kiosk (New10/2018)
Service Agreement (10/5/2021 -
10/04/2022)

bibliotheca RFID Gate Premium
(buried cable - 1 aisle) (New
10/2018) Service Agreement
(10/05/2021 - 10/04/2022)

Vision Database ID System
Service Agreement (1/01/2022 -
12/31/2022)

Trans-Amigos Express Courier -
service offering low-cost,
rapid pickup and delivery of
ILL items among participating
libraries - 2 days a week - to
offset postage for mailing
materials (Renew 09/01/22)
(This item is pending partial
State funding)

bibliotheca 2820 AMH Induction
(Indoor Return) Service
Agreement (10/5/2021 -
10/04/2022)

bibliotheca 2822 AMH Induction
(Outdoor Return) Service

VENDOR	QUANTITY	UNIT COST	2022	Proposed
	1.00	546.00		546.00
	1.00	920.00		920.00
	1.00	1,533.00		1,533.00
	1.00	1,533.00		1,533.00
	4.00	1,499.00		5,996.00
	1.00	1,949.00		1,949.00
	1.00	2,865.00		2,865.00
	1.00	2,894.00		2,894.00
	1.00	4,606.00		4,606.00
	1.00	4,895.00		4,895.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
	Agreement (10/5/2021 - 10/04/2022)		1.00	2,736.00		2,736.00
	cloudLibrary checkout mobile device hardware subscription RFID yearly per unit (1-4 units); cloudLibrary subscription yearly per branch (1-4 branches)					
0011710	001-1710-6246 OFFICE EQUIP & MAINTENANCE		1.00	705.00		705.00 *
	Laminator Maintenance Agreement (05/02/2022-05/01/2023)					705.00
0011710	001-1710-6265 LIBRARY PROGRAMS		1.00	46,300.00		46,300.00 *
	Library Special Events / Program Costs: Music License Fees,					46,300.00
0011710	001-1710-6301 OFFICE SUPPLIES					2,500.00
0011710	001-1710-6302 POSTAGE		2.00	60.00		120.00 *
	FedEx/Overnight 2 X \$60.00 each					120.00
0011710	001-1710-6303 OPERATING SUPPLIES		1.00	15.00		6,913.00 *
	Credit Card Receipt Printer - Thermal Paper - 50 rolls per case - (1 case & \$15 each)		4.00	43.00		172.00
	Laminator film 4 rolls X \$43.00 each		17.00	58.00		986.00
	Evolis Primacy Library Card Printer- YMCKOK 3,060 Cards (17 ribbons @\$58 each)		4.00	65.00		260.00
	Epson Receipt Printers M253A (4) Circ and Lead Desks, Drive-up Window - Thermal Receipt Paper - 50 rolls/case (4 cases @ \$65 each)		4.00	65.00		260.00
	bibliotheca Self Checkouts - 4					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
printers - Receipt Paper - 50 rolls per case (4 cases @ \$65 each)		1.00	74.00		74.00
Brother Intellifax 4100e - TN-430 (1@ \$74 each)		1.00	90.00		90.00
Evolis Primacy Library Card Printer- Cleaning Supplies: Regular Cleaning Kits and Advanced Cleaning Kits		2.00	90.00		180.00
Brother HL-L2360DW - Cataloging Label Printer - DR-630 (2 @\$90 each)		2.00	112.00		224.00
bibliotheca Self Check-ins - 2 Hold Receipt Printers - Receipt Paper 5"roll/24 rolls per case (2 boxes@ \$112 each)		1.00	136.00		136.00
bibliotheca Drive-Up Automated Check In - 6" Roll \$34 roll/case of 4 - 1 case @ \$136 each		1.00	136.00		136.00
bibliotheca Indoor Automated Check In - 6" Roll \$34 roll/case of 4 - 1 case@ \$136 each		1.00	526.00		526.00
DiscCheck Eco-Junior Cleaning Supplies - Cleaning pads, cleaning solution, etc.		1.00	900.00		900.00
Miscellaneous Supplies		1.00	1,244.00		1,244.00
Program Supplies - Volunteer Appreciation		3,060.00	.50		1,530.00
Patron Cards 3,060 Est. \$0.50 each		300.00	.60		180.00
Coin Copier Cards 300 X \$.60 each					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011710	001-1710-6308 PRINTING					500.00 *
	Library Letterhead		1.00	50.00		50.00
	Library Envelopes		1.00	50.00		50.00
	Mailing Labels		1.00	50.00		50.00
	Signs/Bookmarks/Name		1.00	350.00		350.00
	Badges/Business Cards					

TOTAL LIBRARY 592,279.00

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PROJECTION: 20221 FY 2022 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

1810	ENG PROF SVCS	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011810	001-1810-6101 SALARIES					223,925.00
0011810	001-1810-6105- SALARY SAVINGS					-4,630.00
0011810	001-1810-6139 OVERTIME					7,259.00
0011810	001-1810-6141 FICA EXPENSE					17,042.00
0011810	001-1810-6142 GROUP HEALTH INSURANCE					25,068.00
0011810	001-1810-6143 WORKERS' COMPENSATION					414.00
0011810	001-1810-6145 UNEMPLOYMENT COMPENSATION					414.00
0011810	001-1810-6146 RETIREMENT					22,831.00
0011810	001-1810-6148 LONGEVITY PAY					312.00
0011810	001-1810-6204 TRAVEL					2,500.00 *
	Construction Management Misc Training		1.00	2,500.00		2,500.00
0011810	001-1810-6206 TRAINING					8,500.00 *
	Texas Water Laws and Regulations (City Engineer)		1.00	300.00		300.00
	Texas Public Works Association (TPWA) Local Training Functions (Engineering Staff)		1.00	400.00		400.00
	Water and Sewer License Renewal Courses (Construction Manager)		1.00	400.00		400.00
	Certified Floodplain Manager (CFM) Training (Director/City Engineer)		2.00	500.00		1,000.00
	Texas Floodplain Management Association (TFMA) State Conference (Director/City Engineer)		2.00	1,250.00		2,500.00
	Texas Society of Professional Engineers (TSPE) (City Engineer/Project Engineer)		1.00	1,500.00		1,500.00
	American Public Works Association (APWA) Conference		1.00	2,400.00		2,400.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
(Director)						
0011810	001-1810-6209 DUES & SUBSCRIPTIONS					
	P.E. License Renewal (Director, City Engineer, Development Engineer)		3.00	40.00		4,731.00 *
						120.00
	Texas Floodplain Managers' Association (TFMA) (PW Director, Director/City Engineer)		3.00	100.00		300.00
	American Public Works Association (APWA) (Director, City Engineer, 2 Project Engineers, Construction Manager)		5.00	210.00		1,050.00
	Texas Society of Professional Engineers (TSPE) (City Engineer and Project Engineer)		2.00	315.00		630.00
	Regional Public Works Program (1/2 Cost)		1.00	2,631.00		2,631.00
0011810	001-1810-6223 ENGINEERING SERVICES					
	Miscellaneous Engineering Services Contracts		1.00	16,181.00		16,181.00 *
0011810	001-1810-6225- COMPUTER SERVICES					
	Autocad		1.00	700.00		3,200.00 *
	BlueBeam		1.00	2,500.00		700.00
						2,500.00
0011810	001-1810-6226 MISC. CONTRACTUAL SERVICES					
	Networkfleet GPS Monitoring		1.00	935.00		25,935.00 *
	Construction Materials Testing		1.00	25,000.00		935.00
						25,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011810 001-1810-6231- LEGAL ADVERTISING					250.00
0011810 001-1810-6235 FILING FEE					500.00
0011810 001-1810-6261 VEHICLE MAINTENANCE					2,250.00 *
Vehicles 335, 700E, 703E, 719, 728, 747		1.00	2,250.00		2,250.00
0011810 001-1810-6262 GAS AND OIL					6,000.00
0011810 001-1810-6301 OFFICE SUPPLIES					1,250.00
0011810 001-1810-6303 OPERATING SUPPLIES					750.00
0011810 001-1810-6305 UNIFORMS					1,900.00 *
Uniforms/Safety Boots (Construction Mgmt)		1.00	1,100.00		1,100.00
Shirts/Safety Boots (Engineering Staff)		1.00	800.00		800.00
0011810 001-1810-6308 PRINTING					500.00
0011810 001-1810-6313 SMALL TOOLS					1,100.00 *
Small tools for engineering and Construction Management Staff		1.00	1,100.00		1,100.00
0011810 001-1810-6326 SAFETY EQUIPMENT/SUPPLIES					500.00
0011810 001-1810-6327- MOSQUITO CONTROL					25,000.00 *
Mosquito Spraying Contract		1.00	25,000.00		25,000.00
TOTAL ENG PROF SVCS					393,682.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

1910	COMMUNITY DEVELOPMENT	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011910	001-1910-6101 SALARIES					327,668.00
0011910	001-1910-6102- TEMPORARY HELP					20,000.00 *
	Temporary help for TrakIt conversion		1.00	20,000.00		20,000.00
0011910	001-1910-6105- SALARY SAVINGS					-6,579.00
0011910	001-1910-6141 FICA EXPENSE					25,164.00
0011910	001-1910-6142 GROUP HEALTH INSURANCE					50,135.00
0011910	001-1910-6143 WORKERS' COMPENSATION					1,183.00
0011910	001-1910-6145 UNEMPLOYMENT COMPENSATION					828.00
0011910	001-1910-6146 RETIREMENT					32,442.00
0011910	001-1910-6148 LONGEVITY PAY					1,245.00
0011910	001-1910-6204 TRAVEL					2,000.00 *
	General training funds for staff and the Planning and Zoning Commission		1.00	2,000.00		2,000.00
0011910	001-1910-6206 TRAINING					4,000.00 *
	Texas APA Conference (Director)		1.00	1,000.00		1,000.00
	Training (Urban Forester), Texas APA Conference (Principal Planner)		1.00	3,000.00		3,000.00
0011910	001-1910-6209 DUES & SUBSCRIPTIONS					1,600.00 *
	Urban Forester Dues		1.00	400.00		400.00
	American Institute of Certified Planners - CD Director & Principal Planner		2.00	600.00		1,200.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0011910 001-1910-6231 LEGAL ADVERTISING		1.00	1,200.00	1,200.00	1,200.00 *
Zoning Legal Notices - Newspaper ads for zoning changes as required by Texas state law - 12 months X \$167 per month, avg.					
0011910 001-1910-6235 FILING FEE		1.00	690.00	690.00	690.00 *
County Plat Filing Fees - 10 plats @ \$69.00					
0011910 001-1910-6282 COMMISSION EXPENSES		1.00	200.00	2,100.00	200.00 *
Dias name plates & Badges - For new Commissioners and Board Members (4 X \$50.00)					
Meals for Planning and Zoning meetings & workshops.					
0011910 001-1910-6301 OFFICE SUPPLIES		5.00	40.00	425.00	200.00 *
Folders for case files					
General Office Supplies					
0011910 001-1910-6303 OPERATING SUPPLIES		1.00	114.00	1,014.00	114.00 *
Blue Print Paper - 2 packages @ \$57.00					
XEROX supplies - Copy/Fax paper					
Verizon Wireless monthly service for wifi card used by Urban Forester					
0011910 001-1910-6308 PRINTING		1.00	75.00	875.00	75.00 *
Misc. Printing - Business cards (500) for 2 staff					
Codes & Ordinances					
Stationery - Envelopes - 4500					

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ACCOUNTS FOR:
GENERAL FUND

Signs for Zoning Changes

VENDOR	QUANTITY	UNIT COST	2022	Proposed
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TOTAL COMMUNITY DEVELOPMENT

465,990.00

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ACCOUNTS FOR:
GENERAL FUND

2210	FIRE ADMINISTRATION	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012210	001-2210-6101 SALARIES					341,152.00
0012210	001-2210-6105- SALARY SAVINGS					-4,148.00
0012210	001-2210-6139 OVERTIME					574.00
0012210	001-2210-6141 FICA EXPENSE					24,416.00
0012210	001-2210-6142 GROUP HEALTH INSURANCE					37,602.00
0012210	001-2210-6143 WORKERS' COMPENSATION					8,617.00
0012210	001-2210-6145 UNEMPLOYMENT COMPENSATION					876.00
0012210	001-2210-6146 RETIREMENT					37,076.00
0012210	001-2210-6148 LONGEVITY PAY					1,960.00
0012210	001-2210-6152 ACCRUED LEAVE PAY					7,514.00
0012210	001-2210-6206 TRAINING					3,260.00 *
	LIVE FIRE TRAINING, Fire Chief, 8 Hours		1.00	60.00		60.00
	IN-HOUSE TRAINING, Props & Supplies		1.00	100.00		100.00
	BOOKS & TRAINING MANUALS/SOFTWARE - Fire Chief		1.00	100.00		100.00
	INTERNATIONAL FIRE CHIEFS ASSOCIATION CONFERENCE		1.00	1,500.00		1,500.00
	EMERGENCY MANAGEMENT CONFERENCE		1.00	900.00		900.00
	DISCRETIONARY CONFERENCES & SEMINARS PROFESSIONAL DEVELOPMENT		1.00	600.00		600.00
0012210	001-2210-6207 PRE-EMPLOYMENT					1,000.00 *
	PRE-EMP Exp Ongoing costs for pre-employment expenses		1,000.00	1.00		1,000.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012210 001-2210-6209 DUES & SUBSCRIPTIONS		1.00	100.00		5,125.00 *
Emergency Management Assoc of TX Dues (Emergency Management Coordinator)					100.00
Tarrant County Fire Chiefs Assoc Dues (Chief)		1.00	130.00		130.00
Texas Fire Chiefs Assoc Dues (Chief)		1.00	150.00		150.00
INTERNATIONAL ASSOCIATION OF FIRE CHIEFS DUES (Chief)		1.00	295.00		295.00
Best practices annual fee		1.00	1,200.00		1,200.00
NCTCOG Regional Emergency Management Planning Program		1.00	3,250.00		3,250.00
0012210 001-2210-6226 MISC. CONTRACTUAL SERVICES		1.00	6,400.00		6,400.00 *
CODE RED SYSTEM - ANNUAL RENEWAL FEE					6,400.00
0012210 001-2210-6285 BUILDING MAINT & SUPPLIES		1.00	1,500.00		1,500.00 *
MISC MATERIALS FOR STATION UPKEEP					1,500.00
0012210 001-2210-6287 PROPERTY MAINTENANCE		1.00	300.00		300.00 *
LAWN MAINTENANCE SUPPLIES					300.00
0012210 001-2210-6297 VACCINATIONS		1.00	45.00		1,000.00 *
TB TESTING - Fire Chief		1.00	955.00		45.00
PHYSICAL - ANNUAL for Fire Chief					955.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012210 001-2210-6301 OFFICE SUPPLIES					2,200.00
0012210 001-2210-6302 POSTAGE					414.00 *
MAILING & SHIPPING		1.00	414.00		414.00
0012210 001-2210-6303 OPERATING SUPPLIES					4,000.00 *
COPY PAPER		1.00	370.00		370.00
ANNUAL FLAG PURCHASE - 4'X6'		1.00	2,130.00		2,130.00
31 U.S. @ \$20.60					
31 TX @ \$27.95					
31 CITY @ \$20.18					
BANQUET - AWARDS		3.00	500.00		1,500.00
0012210 001-2210-6305 UNIFORMS					1,075.00 *
Administrative Uniforms		1.00	1,075.00		1,075.00
0012210 001-2210-6308 PRINTING					350.00 *
STATIONARY & ENVELOPES		1.00	100.00		100.00
BUSINESS CARDS		1.00	100.00		100.00
EMS REPORTS		1.00	150.00		150.00
0012210 001-2210-6310 EMERGENCY MANAGEMENT SUPPLIES					5,208.00 *
SEVERE WEATHER NOTIFICATION PROGRAM		1.00	180.00		180.00
Replacement batteries for outdoor warning siren system.		3.00	300.00		900.00
OUTDOOR WARNING SYSTEM MAINTENANCE PROGRAM		1.00	4,128.00		4,128.00
Toughbooks; one-time cost in FY21 (\$15k)		1.00	.00		.00

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ACCOUNTS FOR:
GENERAL FUND

0012210 001-2210-6314- BUILDING SUPPLIES
 JANITORIAL SUPPLIES - 3
 STATIONS

VENDOR	QUANTITY	UNIT COST	2022	Proposed
	1.00	7,540.00		7,540.00 *

TOTAL FIRE ADMINISTRATION				495,011.00
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ACCOUNTS FOR:
GENERAL FUND

2220	FIRE EMS OPERATIONS	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012220	001-2220-6101 SALARIES					416,112.00
0012220	001-2220-6105- SALARY SAVINGS					-9,270.00
0012220	001-2220-6139 OVERTIME					21,520.00
0012220	001-2220-6141 FICA EXPENSE					35,459.00
0012220	001-2220-6142 GROUP HEALTH INSURANCE					75,203.00
0012220	001-2220-6143 WORKERS' COMPENSATION					16,387.00
0012220	001-2220-6145 UNEMPLOYMENT COMPENSATION					1,242.00
0012220	001-2220-6146 RETIREMENT					45,716.00
0012220	001-2220-6147 INCENTIVE PAY					3,000.00
0012220	001-2220-6148 LONGEVITY PAY					2,473.00
0012220	001-2220-6149 HOLIDAY PAY					20,320.00
0012220	001-2220-6206 TRAINING					20,160.00 *
	Cadaver Lab		24.00	50.00		1,200.00
	Live fire training- Tarrant County College		6.00	60.00		360.00
	EMS training props and supplies		1.00	350.00		350.00
	EMS books, training manuals, and software		1.00	450.00		450.00
	ND- Defensive Driving class		1.00	800.00		800.00
	EMS World Conference or similar		4.00	1,000.00		4,000.00
	Paramedic School tuition		2.00	6,000.00		12,000.00
	CERTIFICATION COURSE		1.00	1,000.00		1,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012220 001-2220-6209 DUES & SUBSCRIPTIONS		7.00	35.00		2,263.00 *
Texas Department of State Health Services EMS instructor certification renewal					245.00
Texas Department of State Health Services certified paramedic renewal		7.00	96.00		672.00
Texas Department of State Health Services licensed paramedic renewal		1.00	126.00		126.00
CLIA certification		1.00	150.00		150.00
North Central Texas Trauma Regional Council		1.00	200.00		200.00
TXDSHS Ambulance License (due in alternate years)		1.00	870.00		870.00
0012220 001-2220-6226 MISC. CONTRACTUAL SERVICES					39,000.00 *
DRUG DESTRUCTION CONTRACT		1.00	200.00		200.00
Modem for Lifepak allowing required use of the Lifenet system.		1.00	300.00		300.00
Contract for Stryker cost		3.00	1,500.00		4,500.00
Physio Control contract for all Lifepak maintenance citywide		1.00	6,000.00		6,000.00
MEDICAL CONTROL CONTRACT		1.00	28,000.00		28,000.00
0012220 001-2220-6240 CELL PHONES					504.00 *
Monthly cell phone for the ambulance to call in reports to various emergency rooms		12.00	42.00		504.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012220 001-2220-6261 VEHICLE MAINTENANCE		1.00	4,200.00		17,100.00 *
Annual maintenance for unit # 409 2008 Frazer ambulance (Reserve)					4,200.00
Annual maintenance for unit # 410 2013 Frazer ambulance		1.00	4,200.00		4,200.00
Annual maintenance for unit # ? 2018 Road Rescue ambulance		1.00	4,200.00		4,200.00
2011 Tahoe Squad 24		1.00	4,500.00		4,500.00
0012220 001-2220-6262 GAS AND OIL					8,000.00
0012220 001-2220-6284 EQUIPMENT MAINTENANCE		1.00	500.00		2,000.00 *
Stryker Cot					500.00
MISC. MEDICAL EQUIPMENT		1.00	1,500.00		1,500.00
0012220 001-2220-6297 VACCINATIONS		3.00	45.00		4,494.99 *
TB TESTING					135.00
ANNUAL PHYSICALS		3.00	1,453.33		4,359.99
0012220 001-2220-6303 OPERATING SUPPLIES		2.00	80.00		460.00 *
Vehicle mounts for iPads		1.00	300.00		160.00
Batteries for radios, flashlights, etc.					300.00
0012220 001-2220-6305 UNIFORMS		6.00	500.00		3,000.00 *
					3,000.00
0012220 001-2220-6311 EMERGENCY MEDICAL SUPPLIES		1.00	42,240.00		42,240.00 *
EMS medical supplies					42,240.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012220 001-2220-6326 SAFETY EQUIPMENT/SUPPLIES		1.00	400.00		400.00 *
Safety Vests					400.00
0012220 001-2220-6360 MINOR OPERATING OUTLAY		3.00	3,000.00		9,000.00 *
AED REPLACEMENT PROGRAM					9,000.00

TOTAL FIRE EMS OPERATIONS 776,783.99

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2230	FIRE OPERATIONS	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012230	001-2230-6101 SALARIES					3,099,154.00
0012230	001-2230-6105- SALARY SAVINGS					-70,158.00
0012230	001-2230-6139 OVERTIME					279,813.00
0012230	001-2230-6141 FICA EXPENSE					277,207.00
0012230	001-2230-6142 GROUP HEALTH INSURANCE					451,218.00
0012230	001-2230-6143 WORKERS' COMPENSATION					65,934.00
0012230	001-2230-6145 UNEMPLOYMENT COMPENSATION					7,452.00
0012230	001-2230-6146 RETIREMENT					373,559.00
0012230	001-2230-6147 INCENTIVE PAY					36,300.00
0012230	001-2230-6148 LONGEVITY PAY					38,535.00
0012230	001-2230-6149 HOLIDAY PAY					151,732.00
0012230	001-2230-6152 ACCRUED LEAVE PAY					180,885.00
0012230	001-2230-6206 TRAINING					24,700.00 *
	Professional development		1.00	2,000.00		2,000.00
	TECHNICAL TRAINING		1.00	2,950.00		2,950.00
	TCFP CERTIFICATION COURSES		1.00	3,050.00		3,050.00
	TCC LIVE FIRE TRAINING - 8 hours each		36.00	60.00		2,160.00
	Fire training field monthly use contract		1.00	800.00		800.00
	Fire training props and supplies		1.00	1,000.00		1,000.00
	OFFICER DEVELOPMENT		2.00	1,000.00		2,000.00
	BOOKS & TRAINING MANUALS/SOFTWARE		1.00	1,300.00		1,300.00
	Fire Department Instructors Conference (FDIC)		4.00	1,760.00		7,040.00
	LIVE FIRE TRAINING		1.00	2,400.00		2,400.00

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**ACCOUNTS FOR:
GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012230 001-2230-6209 DUES & SUBSCRIPTIONS					28,181.14 *
Texas Commission on Fire Protection (TCFP) ANNUAL DEPARTMENT RECERTIFICATIONS		42.00	87.17		3,661.14
DEPARTMENT TX FIRE COMMISSION CERTIFICATION UPGRADES		28.00	85.00		2,380.00
FIRE INSTRUCTORS ASSOCIATION OF NORTH TEXAS (FIANT)		1.00	140.00		140.00
NORTHEAST FIRE DEPARTMENT ASSOCIATION (NEFDA) ANNUAL DUES- Operational		1.00	7,600.00		7,600.00
NORTHEAST FIRE DEPARTMENT ASSOCIATION (NEFDA) Capital Replacement Dues		1.00	14,400.00		14,400.00
0012230 001-2230-6226 MISC. CONTRACTUAL SERVICES					12,191.00 *
Digital Television Adaptors		27.00	63.00		1,701.00
Bunker gear extractor maintenance		1.00	750.00		750.00
Air Sample and Maintenance on 3 Compressors		1.00	4,300.00		4,300.00
Farrwest 5 Gas monitors.		1.00	5,440.00		5,440.00
0012230 001-2230-6232 FIRE EQUIPMENT TESTING					7,510.00 *
Apparatus pump testing		4.00	400.00		1,600.00
SCBA - annual flow testing		1.00	1,210.00		1,210.00
SCBA cylinders - Hydrostatic testing annually		1.00	2,000.00		2,000.00
Ladders - Annual ground and aerial ladder testing		1.00	2,700.00		2,700.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012230 001-2230-6261 VEHICLE MAINTENANCE		1.00	2,000.00	103,000.00 *	2,000.00
Annual maintenance for unit #418 1995 Freightliner CFAAA rehab unit		1.00	1,000.00	1,000.00	
2019 Chevy Tahoe		1.00	3,000.00	3,000.00	
MCI 24		1.00	3,000.00	3,000.00	
Annual maintenance for 2013 Chevrolet Suburban Command Vehicle		1.00	22,500.00	22,500.00	
Annual maintenance for unit # 423 2010 Pierce 105' Rear Mount Ladder Truck		1.00	23,000.00	23,000.00	
Annual maintenance for unit # 407 2006 Pierce engine		1.00	23,000.00	23,000.00	
Annual maintenance for 2016 Pierce fire engine		1.00	24,500.00	24,500.00	
Annual maintenance for unit # 422 2010 Pierce 95' Platform		1.00	1,000.00	1,000.00	
2020 CHEVY TAHOE STAFF VEHICLE				25,000.00	
0012230 001-2230-6262 GAS AND OIL				25,000.00	
0012230 001-2230-6284 EQUIPMENT MAINTENANCE		1.00	20,000.00	20,000.00 *	20,000.00
Break/fix funding to cover: exercise equipment, grills, flashlights, thermal imaging cameras, breathing air compressors, SCBA air packs and bottles, saws, rescue tools, generators, etc.					
0012230 001-2230-6297 VACCINATIONS		19.00	45.00	15,968.00 *	855.00
TB testing		17.00	784.00	13,328.00	
Annual Physicals		3.00	535.00	1,605.00	
Physicals and vaccinations for new hires		1.00	180.00	180.00	

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012230 001-2230-6303 OPERATING SUPPLIES					7,730.00 *
Batteries (9V, AA, AAA, C, D, 800 Radio)		1.00	630.00		630.00
*For Daily Work - Flashlights, Pulse Oximeter, Thermometer.					
Fire Hose/ Nozzles / Adapters		1.00	6,000.00		6,000.00
*Annual Replacement Program					
Tarps/ Salvage Covers		25.00	40.00		1,000.00
*To cover exposed areas at fires.					
Shop Towels for daily work, cleaning vehicles		1.00	100.00		100.00
0012230 001-2230-6304 CHEMICALS					1,000.00 *
Fire Extinguisher Recharging		1.00	250.00		250.00
*Anually recharging of expired extinguishers or after an extinguisher has been discharged.					
Haz Mat Absorbent for Chemical Spills		1.00	250.00		250.00
Class A & A-FFF Foam for Flammable Liquid Fires		1.00	500.00		500.00
0012230 001-2230-6305 UNIFORMS					19,000.00 *
pants, shirts, t-shirts, and boots		36.00	500.00		18,000.00
Class A Uniform and supplies		1.00	1,000.00		1,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012230 001-2230-6313 SMALL TOOLS					2,000.00 *
Hydrant Wrenches, Hydrant Maintenance		4.00	50.00		200.00
Brushes, Brooms, and Wire		1.00	150.00		150.00
Hand Tools, Shovels, Axes, Picks, Bolts, Screws		1.00	1,650.00		1,650.00
0012230 001-2230-6326 SAFETY EQUIPMENT/SUPPLIES					450.00 *
Traffic Cones, Caution Tape, etc. to protect citizens from dangerous areas		1.00	150.00		150.00
Incident Command Supplies to aid on-scene command such as accountability tags, dry erase boards and supplies to assign activities/locations		1.00	300.00		300.00
0012230 001-2230-6331 GEAR (PROTECTIVE)					38,449.00 *
Firefighter Hoods		35.00	45.00		1,575.00
Replacement Bunker Gear Suspenders		35.00	46.00		1,610.00
Repair Bunker Gear Patches		16.00	48.00		768.00
Fire Helmet Shields (Shields must be purchased seperately when a fire helmet is replaced)		9.00	50.00		450.00
Firefighter Bunker Gloves		35.00	72.00		2,520.00
National Fire Protection Agency Inspections (Mandated Annual Bunker Gear Inspections)		41.00	103.00		4,223.00
Durable LED flashlight. Helmet mounted with forward facing LED flashlight with rearfacing searchlight.		13.00	105.00		1,365.00
Bunker Gear Cleaning Soap * Special detergent used in Extractor		1.00	305.00		305.00
Firefighter Bunker Boots		9.00	315.00		2,835.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Fire Helmets		5.00	325.00		1,625.00
Bunker Pants		9.00	764.00		6,876.00
Bunker Coats		9.00	1,242.00		11,178.00
Protective Markings (Replacing reflective trim)		1.00	3,119.00		3,119.00
0012230 001-2230-6360 MINOR OPERATING OUTLAY					5,860.00 *
Epic Communicator		10.00	216.00		2,160.00
Chainsaw for Fire Apparatus		1.00	600.00		600.00
Cutoff saw		1.00	1,100.00		1,100.00
Replacement physical fitness equipment		1.00	2,000.00		2,000.00
0012230 001-2230-6809- TRANSFER TO CABLE/CAP EQUIP					26,706.00 *
Cost to purchase a complete airpack.		3.00	8,902.00		26,706.00
TOTAL FIRE OPERATIONS					5,229,376.14

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2240	FIRE PREV/INVESTIGATIONS	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012240	001-2240-6101 SALARIES					116,347.00
0012240	001-2240-6105- SALARY SAVINGS					-3,723.00
0012240	001-2240-6139 OVERTIME					1,526.00
0012240	001-2240-6141 FICA EXPENSE					14,242.00
0012240	001-2240-6142 GROUP HEALTH INSURANCE					12,534.00
0012240	001-2240-6143 WORKERS' COMPENSATION					3,241.00
0012240	001-2240-6145 UNEMPLOYMENT COMPENSATION					207.00
0012240	001-2240-6146 RETIREMENT					18,361.00
0012240	001-2240-6147 INCENTIVE PAY					900.00
0012240	001-2240-6148 LONGEVITY PAY					2,000.00
0012240	001-2240-6152 ACCRUED LEAVE PAY					65,343.00
0012240	001-2240-6206 TRAINING					3,560.00 *
	Live Fire Training		1.00	60.00		60.00
	Building Professional Institute Training		1.00	500.00		500.00
	This is a group of courses offered at UTA. The courses will provide Continuing Education Hours mandated by the Fire Commission.					
	Texas Fire Marshals Conferance in Austin Texas		2.00	750.00		1,500.00
	Provides continuing Education hours for TCLEOSE and Fire Commission requirements. The price includes hotel registration, per diem, and conference registration.					
	Texas TEEX Arson Conferance. This conferance provides continuing Education hours for TCLEOSE and Fire Commission mandated training. The price includes conferance registration, per diem, and hotel for two personnel.		2.00	750.00		1,500.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012240 001-2240-6209 DUES & SUBSCRIPTIONS					
Tarrant County Arson Investigator Association Dues for four Investigators. This includes being able to call an investigation trailer for any fire investigation needing evidence collection. This also includes assistance if needed.		1.00	85.00		1,415.00 * 85.00
Texas Commission on Fire Protection Annual Re-certification		1.00	85.00		85.00
International Association of Arson Investigators annual membership.		1.00	100.00		100.00
Texas Commission on Law Enforcement Data Distribution System (TCLEDDS) Dues payable to the Productivity Center This allows entering and tracking of all TCLEOSE hours of all Fire Investigators.		1.00	145.00		145.00
National Fire Protection Association (NFPA) Subscription Service Dues. This gives online access to all NFPA codes applicable to national fire codes.		1.00	1,000.00		1,000.00
0012240 001-2240-6261 VEHICLE MAINTENANCE					
Annual maintenance for 2020 Chevy Suburban		1.00	1,000.00		1,000.00 * 1,000.00
0012240 001-2240-6262 GAS AND OIL					
Gas and oil		1.00	1,000.00		1,000.00 * 1,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012240 001-2240-6303 OPERATING SUPPLIES		1.00	1,000.00		1,000.00 *
Ammunition for Fire Investigator Qualification					
0012240 001-2240-6305 UNIFORMS		1.00	1,075.00		1,075.00 *
Uniform shirts, pants, and boots					
0012240 001-2240-6306 FIRE PREVENTION		1.00	1,800.00		3,800.00 *
Kids Camp: T-Shirts, water bottles, fire prevention materials, hand outs, helmets stickers, and supplies					
		1.00	2,000.00		2,000.00
Citizen Fire Academy (CFA) Program: printing, training supplies, t-shirts, certificates, etc.					
TOTAL FIRE PREV/INVESTIGATIONS					243,828.00

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PROJECTION: 20221 FY 2022 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

2310	POLICE ADMINISTRATION	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012310	001-2310-6101 SALARIES					650,648.00
0012310	001-2310-6102- TEMPORARY HELP					52,103.00
0012310	001-2310-6105- SALARY SAVINGS					-14,406.00
0012310	001-2310-6139 OVERTIME					997.00
0012310	001-2310-6141 FICA EXPENSE					47,358.00
0012310	001-2310-6142 GROUP HEALTH INSURANCE					87,737.00
0012310	001-2310-6143 WORKERS' COMPENSATION					8,805.00
0012310	001-2310-6145 UNEMPLOYMENT COMPENSATION					1,449.00
0012310	001-2310-6146 RETIREMENT					65,813.00
0012310	001-2310-6147 INCENTIVE PAY					4,800.00
0012310	001-2310-6148 LONGEVITY PAY					5,870.00
0012310	001-2310-6152 ACCRUED LEAVE PAY					4,797.00
0012310	001-2310-6204 TRAVEL					4,000.00 *
	International Association of Chiefs of Police (IACP) Conference		2.00	2,000.00		4,000.00
0012310	001-2310-6206 TRAINING					5,900.00 *
	Chief of Police Sam Houston Training		1.00	450.00		450.00
	Texas Police Chiefs Association Annual Conference (TPCA)		1.00	500.00		500.00
	Texas Association of Property and Evidence Inventory Technicians (TAPEIT) Conference / Travel		1.00	1,075.00		1,075.00
	Annual Mandatory CALEA (Commission on Accreditation for Law Enforcement Agencies) Conference		1.00	1,500.00		1,500.00
	Required Texas Commission on Law Enforcement (TCOLE)		1.00	2,375.00		2,375.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
training for Administrative Personnel						
0012310	001-2310-6207 PRE-EMPLOYMENT					3,222.00 *
	Psychological exams for new hires		6.00	152.00		912.00
	Polygraph exams for new hires		6.00	152.00		912.00
	Medical Exams for new hires		6.00	233.00		1,398.00
0012310	001-2310-6209 DUES & SUBSCRIPTIONS					3,150.00 *
	International Association of Chiefs of Police Dues for Chief and Asst. Chief		2.00	150.00		300.00
	Texas Police Chiefs Association - Chief and Asst. Chief		2.00	212.50		425.00
	Police Executive Research Forum		1.00	300.00		300.00
	Texas Commission on Law Enforcement Data Distribution System (TECLEDDS) Annual Subscription (required for access to TECLEOSE records)		1.00	705.00		705.00
	Texas Police Chief Association Foundation Recognition Program		1.00	1,200.00		1,200.00
	North Texas Police Chiefs Association Chief and Asst. Chief		2.00	15.00		30.00
	Texas Law Enforcement Records Association		1.00	40.00		40.00
	North Texas Crime Commission Dues		1.00	50.00		50.00
	Dues for Institute for Law Enforcement Administration (ILEA)		1.00	100.00		100.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012310 001-2310-6261 VEHICLE MAINTENANCE		1.00	700.00		700.00 *
Vehicle maintenance for 3 vehicles					700.00
0012310 001-2310-6262 GAS AND OIL					5,456.00
0012310 001-2310-6301 OFFICE SUPPLIES					4,795.00
0012310 001-2310-6303 OPERATING SUPPLIES					670.00
0012310 001-2310-6308 PRINTING					715.00
0012310 001-2310-6321 FIRE ARMS SUPPLIES		1.00	12,554.00		16,696.00 *
Ammunition for the entire department					12,554.00
One-time increase for FY22.		1.00	4,142.00		4,142.00
0012310 001-2310-6645- OPERATING EQUIPMENT		1.00	13,590.00		13,590.00 *
Key Control - Key Watcher					13,590.00
TOTAL POLICE ADMINISTRATION					974,865.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2320 POLICE ANIMAL CONTROL

0012320 001-2320-6226 MISC. CONTRACTUAL SERVICES

Joint Animal Control with City
 of Keller

VENDOR	QUANTITY	UNIT COST	2022	Proposed
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1.00

84,272.00

84,272.00 *
 84,272.00

TOTAL POLICE ANIMAL CONTROL

84,272.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2330	POLICE CODE ENFORCEMENT	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012330	001-2330-6101 SALARIES					53,001.00
0012330	001-2330-6105- SALARY SAVINGS					-1,172.00
0012330	001-2330-6139 OVERTIME					1,796.00
0012330	001-2330-6141 FICA EXPENSE					4,483.00
0012330	001-2330-6142 GROUP HEALTH INSURANCE					12,534.00
0012330	001-2330-6143 WORKERS' COMPENSATION					180.00
0012330	001-2330-6145 UNEMPLOYMENT COMPENSATION					207.00
0012330	001-2330-6146 RETIREMENT					5,780.00
0012330	001-2330-6148 LONGEVITY PAY					1,365.00
0012330	001-2330-6152- ACCRUED LEAVE PAY					2,423.00
0012330	001-2330-6206 TRAINING					629.00 *
	Code enforcement officer Exam		1.00	25.00		25.00
	NCTCOG Training		1.00	165.00		165.00
	Building Professional Institute training for Code Enforcement Officer		1.00	185.00		185.00
	Additional State Mandated Training		1.00	254.00		254.00
0012330	001-2330-6209 DUES & SUBSCRIPTIONS					261.00 *
	Code Enforcement Association of Texas dues		1.00	30.00		30.00
	American Association of Code Enforcement Dues		1.00	45.00		45.00
	Code Enforcement Assoc of Texas		1.00	80.00		80.00
	Texas Dept of Health Code Enforcement License Renewal		1.00	106.00		106.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012330 001-2330-6231 LEGAL ADVERTISING					150.00
0012330 001-2330-6235 FILING FEE					912.00
0012330 001-2330-6261 VEHICLE MAINTENANCE					250.00
0012330 001-2330-6262 GAS AND OIL					2,000.00
0012330 001-2330-6286 MOWING EXPENSE					6,450.00
0012330 001-2330-6305 UNIFORMS					310.00 *
Code Enforcement Uniforms		1.00	310.00		310.00
0012330 001-2330-6308 PRINTING					130.00
0012330 001-2330-6313 SMALL TOOLS					61.00
0012330 001-2330-6326 SAFETY EQUIPMENT/SUPPLIES					150.00
TOTAL POLICE CODE ENFORCEMENT					91,900.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2340 POLICE COMMUNICATIONS

0012340 001-2340-6226 MISC. CONTRACTUAL SERVICES

Jail and Communications
 Contract with the City of
 Keller

VENDOR	QUANTITY	UNIT COST	2022	Proposed
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1.00

790,704.00

790,704.00 *
 790,704.00

TOTAL POLICE COMMUNICATIONS

790,704.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2350 POLICE COMMUNITY SVCS

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012350 001-2350-6229 COMMUNITY RELATIONS					6,500.00 *
Breast cancer awareness car decals		1.00	2,500.00		2,500.00
\$4,000 base budget		1.00	4,000.00		4,000.00
0012350 001-2350-6308 PRINTING					100.00
TOTAL POLICE COMMUNITY SVCS					6,600.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2360 POLICE CID

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012360 001-2360-6101 SALARIES					548,560.00
0012360 001-2360-6105- SALARY SAVINGS					-12,366.00
0012360 001-2360-6139 OVERTIME					9,612.00
0012360 001-2360-6141 FICA EXPENSE					47,300.00
0012360 001-2360-6142 GROUP HEALTH INSURANCE					87,737.00
0012360 001-2360-6143 WORKERS' COMPENSATION					8,797.00
0012360 001-2360-6145 UNEMPLOYMENT COMPENSATION					1,449.00
0012360 001-2360-6146 RETIREMENT					60,979.00
0012360 001-2360-6147 INCENTIVE PAY					10,200.00
0012360 001-2360-6148 LONGEVITY PAY					8,395.00
0012360 001-2360-6152 ACCRUED LEAVE PAY					41,191.00
0012360 001-2360-6206 TRAINING					3,395.00 *
		1.00	3,395.00		3,395.00
	Texas Commission on Law Enforcement (TCOLE) Training for CID Detectives				
0012360 001-2360-6209 DUES & SUBSCRIPTIONS					150.00 *
		1.00	150.00		150.00
	International Association of Chiefs of Police Dues				
0012360 001-2360-6210 TECHNICAL & SCIENTIFIC					9,300.00 *
		1.00	1,500.00		1,500.00
	Sexual Assault Exam Charges				
		1.00	1,600.00		7,800.00
	Medical Examiner and Drug Lab Charges				
	HB 1325 effective on 6/10/2019 now requires THC concentration testing on marijuana cases before case will be accepted by District Attorney. Free TX DPS lab, does not have capability to conduct test. Due to THC testing, this line item has already been exhausted for				

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

FY20. Before HB 1325, THC
concentration testing was
never required. Medical
Examiner fees increase 5%
effective 10/1.

VENDOR	QUANTITY	UNIT COST	2022	Proposed
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0012360	001-2360-6226 MISC. CONTRACTUAL SERVICES			12,880.00 *
	Evidence/BioHazard Disposal services	1.00	700.00	700.00
	CID Database Service	1.00	5,760.00	5,760.00
	Leads on Line Pawn shop web program	1.00	3,625.00	3,625.00
	Investigative Tools / Air cards	1.00	1,800.00	1,800.00
	Susteen Forensic Tool Renewal Increase \$995	1.00	995.00	995.00
0012360	001-2360-6261 VEHICLE MAINTENANCE			2,000.00 *
	Vehicle maintenance for 5 vehicles	1.00	2,000.00	2,000.00
0012360	001-2360-6262 GAS AND OIL			9,394.00
0012360	001-2360-6299 MISCELLANEOUS			170.00
0012360	001-2360-6308 PRINTING			365.00
0012360	001-2360-6322 CID SUPPLIES			1,710.00
	TOTAL POLICE CID			851,218.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2370	POLICE PATROL	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012370	001-2370-6101 SALARIES					1,220,497.00
0012370	001-2370-6105- SALARY SAVINGS					-29,021.00
0012370	001-2370-6139 OVERTIME					43,236.00
0012370	001-2370-6141 FICA EXPENSE					102,260.00
0012370	001-2370-6142 GROUP HEALTH INSURANCE					213,075.00
0012370	001-2370-6143 WORKERS' COMPENSATION					22,276.00
0012370	001-2370-6145 UNEMPLOYMENT COMPENSATION					3,519.00
0012370	001-2370-6146 RETIREMENT					132,304.00
0012370	001-2370-6147 INCENTIVE PAY					19,500.00
0012370	001-2370-6148 LONGEVITY PAY					7,245.00
0012370	001-2370-6152 ACCRUED LEAVE PAY					45,968.00
0012370	001-2370-6206 TRAINING					16,215.00 *
	Mandatory Texas Commission on Law Enforcement (TCOLE) training per officer per year		20.00	810.75		16,215.00
0012370	001-2370-6209 DUES & SUBSCRIPTIONS					285.00 *
	Texas Tactical Police Officer Association		1.00	30.00		30.00
	FBI NA Association Dues for Lieutenant Graves		1.00	105.00		105.00
	International Association of Chiefs of Police		1.00	150.00		150.00
0012370	001-2370-6213 TUITION REIMBURSEMENT					5,000.00 *
	Tuition reimbursement		2.00	2,500.00		5,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012370 001-2370-6261 VEHICLE MAINTENANCE		1.00	50,000.00		50,000.00 *
Vehicle maintenance for 13 vehicles and 2 motorcycles					
0012370 001-2370-6262 GAS AND OIL					70,236.00
0012370 001-2370-6284 EQUIPMENT MAINTENANCE					1,500.00
0012370 001-2370-6297 VACCINATIONS		10.00	45.00		450.00 *
Preventative Hep B Vaccinations for new officers					450.00
0012370 001-2370-6303 OPERATING SUPPLIES					1,200.00
0012370 001-2370-6305 UNIFORMS		1.00	225.00		34,085.00 *
Patches and insignia replacement		1.00	863.00		225.00
Replace leather gear		1.00	863.00		863.00
Replacement Footwear for officers		1.00	2,400.00		2,400.00
Replace 2 pants on average per officer		1.00	2,482.00		2,482.00
Cold weather coats and rain gear		1.00	2,530.00		2,530.00
Bicycle unit uniforms		1.00	3,300.00		3,300.00
Replace 2 shirt average per officer		1.00	3,693.00		3,693.00
All equipment except Weapon and Radio for two new hires		2.00	5,696.00		11,392.00
Kevlar Vest replacement		1.00	7,200.00		7,200.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012370 001-2370-6308 PRINTING

VENDOR	QUANTITY	UNIT COST	2022	Proposed
				130.00

TOTAL POLICE PATROL

1,959,960.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2380 POLICE SRO

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012380 001-2380-6101 SALARIES					225,912.00
0012380 001-2380-6105- SALARY SAVINGS					-4,819.00
0012380 001-2380-6139 OVERTIME					2,796.00
0012380 001-2380-6141 FICA EXPENSE					18,434.00
0012380 001-2380-6142 GROUP HEALTH INSURANCE					37,601.00
0012380 001-2380-6143 WORKERS' COMPENSATION					3,709.00
0012380 001-2380-6145 UNEMPLOYMENT COMPENSATION					621.00
0012380 001-2380-6146 RETIREMENT					23,765.00
0012380 001-2380-6147 INCENTIVE PAY					4,800.00
0012380 001-2380-6148 LONGEVITY PAY					3,658.00
0012380 001-2380-6152 ACCRUED LEAVE PAY					3,649.00
0012380 001-2380-6206 TRAINING					3,000.00 *
		1.00	1,130.00		1,130.00
School Based Law Enforcement Training					
		1.00	1,870.00		1,870.00
National SRO Conference					
0012380 001-2380-6209 DUES & SUBSCRIPTIONS					300.00 *
		3.00	100.00		300.00
National Association of School Resource Officers					
TOTAL POLICE SRO					323,426.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

2390	POLICE WARRANT OFFICER	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0012390	001-2390-6101 SALARIES					78,823.00
0012390	001-2390-6105- SALARY SAVINGS					-1,637.00
0012390	001-2390-6139 OVERTIME					1,811.00
0012390	001-2390-6141 FICA EXPENSE					6,262.00
0012390	001-2390-6142 GROUP HEALTH INSURANCE					12,534.00
0012390	001-2390-6143 WORKERS' COMPENSATION					1,260.00
0012390	001-2390-6145 UNEMPLOYMENT COMPENSATION					207.00
0012390	001-2390-6146 RETIREMENT					8,073.00
0012390	001-2390-6147 INCENTIVE PAY					1,200.00
0012390	001-2390-6240 CELL PHONES		1.00	912.00		912.00 *
	City Owned Cell Phone for the Warrant Officer					912.00
TOTAL POLICE WARRANT OFFICER						109,445.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

3210 PARKS MAINTENANCE

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013210 001-3210-6101 SALARIES					519,833.00
0013210 001-3210-6102- TEMPORARY HELP					12,480.00
0013210 001-3210-6105- SALARY SAVINGS					-10,584.00
0013210 001-3210-6139 OVERTIME					6,614.00
0013210 001-3210-6141 FICA EXPENSE					41,960.00
0013210 001-3210-6142 GROUP HEALTH INSURANCE					137,872.00
0013210 001-3210-6143 WORKERS' COMPENSATION					6,986.00
0013210 001-3210-6145 UNEMPLOYMENT COMPENSATION					2,691.00
0013210 001-3210-6146 RETIREMENT					52,845.00
0013210 001-3210-6148 LONGEVITY PAY					6,918.00
0013210 001-3210-6152 ACCRUED LEAVE PAY					2,311.00
0013210 001-3210-6204 TRAVEL					3,740.00 *
		5.00	30.00		150.00
To allow athletic field maintenance staff to attend local North Texas Sport Turf Managers Association training opportunities					
		2.00	75.00		150.00
Local TRAPS Conference (Park Staff)					
		2.00	245.00		490.00
Texas Turf Grass Association Conference					
		1.00	650.00		650.00
Irrigation class & license testing per job description					
		1.00	700.00		700.00
Horticulture Courses					
		1.00	800.00		800.00
National Recreation and Park Association Conference					
		1.00	800.00		800.00
Athletic Fields Maintenance Courses					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013210 001-3210-6206 TRAINING					3,300.00 *
International Society of Arboriculture CEU's		1.00	175.00		175.00
Parks Supervisor					
Certified Park and Recreation Professional (CPRP) CEU's		1.00	450.00		450.00
-Parks & Recreation Director					
Texas Department of Agriculture Non-Comercial Pesticide CEUs.		1.00	1,375.00		1,375.00
Parks Supervisor					
Crew Leader					
Parks Maintenance Worker I and II		1.00	1,300.00		1,300.00
Irrigation CEUs for Irrigator and Licensed Irrigator class and testing for new irrigator. class & test 590					
Renewal 110					
CEU's 300					
0013210 001-3210-6209 DUES & SUBSCRIPTIONS					2,410.00 *
National Recreation and Park Association membership dues for the agency, 4 professional staff personnel and advisory board.		1.00	860.00		860.00
National Arbor Day Foundation agency dues		2.00	25.00		50.00
Texas Turf Grass Association Dues		2.00	80.00		160.00
Supervisor					
Mow & Spray Tech		2.00	95.00		190.00
Sports Turf Managers Association Dues					
Supervisor					
Mow & Spray Tech		6.00	100.00		600.00
Texas Department of Agriculture Non-Comercial Pesticide License renewal fees for:					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Parks Supervisor Crew Leader (2) Maintenance (3)		2.00	100.00		200.00
Texas Recreation and Parks Society membership dues for Parks Supervisor and Crew Leader		2.00	175.00		350.00
International Society of Arboriculture Membership for Parks & Recreation Director and Supervisor					
0013210 001-3210-6226 MISC. CONTRACTUAL SERVICES		41.00	50.00	105,450.00 *	2,050.00
Mandated backflow testing on all irrigation systems properities include parks, municipal buildings, medians, entry signs, roundabouts. 41 total.		1.00	500.00		500.00
Plant replacement of dead trees, shrubs and ground cover for parks, municipal buildings, medians and roundabouts.		1.00	500.00		500.00
Wildlife management of beavers, bees and other nuisance wildlife that are a potential safety threat or may do potential damage to properities.		1.00	2,900.00		2,900.00
Western Exterminating - Pest control for park offices, Webb House, park maintenace facility, Rock House, Bidault House, and concession stands.		1.00	7,000.00		7,000.00
Fire Ant control for 12 parks and properities.		1.00	8,500.00		8,500.00
DART Right-of-way maintenance. Funding allows for area around bridge to have debris and trash removed as well as specifically identified tree issues encroaching the rail ROW.					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Pond maintenance for algea and weeds on 14 ponds located at 5 parks and properties.		1.00	10,000.00		10,000.00
All parks - Tree trimming and removal of dead and unsafe trees over trails, and park amenities, or that could pose a damage threat to personal property.		1.00	24,000.00		24,000.00
Contract horticulture maintenance on roundabouts, medians and ROWs.		.00	53,942.00		.00
Ground Maintenance Mowing Contract with Whitmore & Sons for parks, public buildings, medians, and roundabouts. Add in maintenance of all brick paver nosecones, triangles, medians and etc. for spray/trim cycles.		.00	207,000.00		.00
Additional parks maintenance		1.00	50,000.00		50,000.00
0013210 001-3210-6245 EQUIPMENT RENTAL		1.00	2,000.00		6,000.00 *
Miscellaneous equipment rental for athletic field maintenance and repairs. Equipment to include roll offs, water pumps auger, trencher, rollers, etc.		1.00	4,000.00		2,000.00
Equipment rental for facility and amenity maintenance, such as lifts, port-a-lets etc.					
0013210 001-3210-6261 VEHICLE MAINTENANCE		5.00	311.40		4,000.00 *
GIS fleet tracking annual fee		1.00	2,443.00		1,557.00
Vehicle maintenance allocation for 7 park maintenance fleet, vehicles unit numbers:					
502					
508					
523					
525					
526					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
547					
585					
0013210 001-3210-6262 GAS AND OIL					10,000.00 *
Fuel and Oil for parks maintenance & athletic field equipment		1.00	4,000.00		4,000.00
mowers, utility vehicles, tractors, sod cutters, groomers, etc.					
Fuel and Oil for park maintenance & athletic fleet, units:		1.00	6,000.00		6,000.00
502					
508					
523					
525					
526					
547					
585					
0013210 001-3210-6284 EQUIPMENT MAINTENANCE					4,500.00 *
Funding for equipment maintenance for park & athletic designated equipment such as:		1.00	4,500.00		4,500.00
2006 Club car					
2004 Z mower					
2013 Mule					
2006 Kubota Tractor					
2014 Toro Workman MDX					
2010 JD Tractor					
Toro - Reel Mower					
JD - Reel Mower					
Toro - Workman/Spray rig					
(3) Groomers					
Sod Cutter					
0013210 001-3210-6285 BUILDING MAINT & SUPPLIES					14,000.00 *
Emergency plumbing services for 13 facilities		13.00	77.00		1,001.00
Maintenance and repairs to HVAC units within park system		9.00	200.00		1,800.00
Monitronics - alarm monitoring for 9 park buildings and		9.00	300.00		2,700.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
facilities. Plus additional funding for batteries for systems and sensors.		1.00	699.00		699.00
Miscellaneous maintenance supplies for carpet cleaning, minor roof repairs, and building contractor services at park buildings		1.00	1,000.00		1,000.00
Padlocks, locks, cores, and keys for assorted gates, electrical boxes, buildings and facilities.		1.00	2,000.00		2,000.00
Annual maintenance supplies, paint, hardware, door closures, etc.		1.00	1,000.00		1,000.00
Replacement of receptacles, switches, ballasts etc.		1.00	3,800.00		3,800.00
Miscellaneous contract painting or sealing of wood gables at City Park and Pleasant Run Park.					
0013210 001-3210-6287 PROPERTY MAINTENANCE		1.00	1,000.00		40,000.00 *
Masonry chalk, athletic field marking chalk.		1.00	1,000.00		1,000.00
Musco lighting communication, software support for the athletic field Control Link lighting system.		1.00	500.00		500.00
Athletic field materials used on warning tracks such as cinder or shale, etc. for softball fields at City Park.		1.00	1,511.00		1,511.00
Maintenance and emergency repair to pumps and fountains located in city ponds.		1.00	1,000.00		1,000.00
Chain link and split rail fence repairs for City Park, Sparger Park, Nature Center, Reagan Park and Kimzey Park.		1.00	2,000.00		2,000.00
Sand for volleyball courts at					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
City Park and McPherson Park.		1.00	2,000.00		2,000.00
Calcine clay, drying agent for baseball and softball fields.		1.00	1,500.00		1,500.00
Trash liners used at athletic complexes, dugouts and spectator areas.		1.00	1,000.00		1,000.00
Miscellaneous repairs to parks facilities and amenities as a result of vandalism, use and age.		1.00	1,000.00		1,000.00
Miscellaneous supplies for repairs and fabrication to park amenities and purchase of litter containers, lumber, hardware etc.		1.00	1,000.00		1,000.00
Repair and replacement of damaged or out-dated park signs, playground signs, and assorted signage within the parks.		1.00	1,000.00		1,000.00
Concrete, stone, and brick repair to flatwork, trails and pavilions.		1.00	1,000.00		1,000.00
Miscellaneous athletic supplies, including bases, pitching rubbers, plugs, corner markers, batter's box clay bricks etc.		1.00	1,500.00		1,500.00
Trash can liners and doggie dump bags for all parks and trails.		1.00	2,000.00		2,000.00
Infield conditioner for baseball and softball fields at Reagan Park and City Park		1.00	4,000.00		4,000.00
Electrical, repairs and installation of bulbs on athletic fields at City Park, Reagan Park, Pleasant run Soccer Complex and Pleasant Run Practice facility.		1.00	2,489.00		2,489.00
Electrical repairs to park security lights, tennis lights,					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
parking lot lights, etc.		1.00	3,000.00		3,000.00
Sand, compost, and top dressing materials used for athletic fields maintenance.		1.00	3,000.00		3,000.00
Athletic field marking paint for soccer, baseball and softball.		1.00	4,000.00		4,000.00
Playground parts and surfacing material.		1.00	250.00		250.00
Batting cage synthetic turf at Reagan Park, annual maintenance for synthetic turf.		1.00	250.00		250.00
Lightning detectors, annual maintenance, parts and components.		1.00	1,000.00		1,000.00
Shade fabric repair and maintenance picnic, playground, bleachers etc.		1.00	1,000.00		1,000.00
Decomposed granite and rock for trail use at Nature Center. Need major work on the granite trail due to flooding.		1.00	1,000.00		1,000.00
Mound clay and infield clay required for pitching mounds and infield maintenance at City Park and Reagan Park.		1.00	1,000.00		1,000.00
Scoreboards, bulbs and controller repair or replacement.					
0013210 001-3210-6301 OFFICE SUPPLIES		1.00	250.00		250.00 *
Miscellaneous office supplies for park offices and maintenance facility.					250.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013210 001-3210-6303 OPERATING SUPPLIES		1.00	2,500.00		30,000.00 *
Promotional supplies for ribbon cuttings, arbor day, other events and educational opportunities.		1.00	7,000.00		2,500.00
Irrigation parts to repair irrigation systems on the athletic fields to include; irrigation heads, pipe valves, wire, drip lines, valve boxes, diaphragms, double checks, quick couplers, controllers, fittings, reducers, splice kits, irrigation marker flags, tree bubblers, connectors, drainage pipe, collection boxes, inlet grates, and other miscellaneous irrigation items as necessary.		1.00	20,500.00		7,000.00
Irrigation parts such as heads, valves, nozzles, wire, pipe, glue, primer, valve boxes, bubblers, numerous fittings, etc.					
Funding allocated is for a total of 48 controllers, 774 valves, an estimated 7,400 heads and nozzels and an underestimated 263,506 linear feet or 49.9 miles of pipe and associated fittings that comprise our current irrigation systems. Current funding level is \$11.72 per zone.					
0013210 001-3210-6304 CHEMICALS		1.00	500.00		30,000.00 *
Wetting agent for water conservation chemical for athletic playing fields at City Park and Pleasant Run Complex.		1.00	800.00		500.00
Chemical application tracker agent, dye and foam for tracking chemical application.		1.00	1,847.00		800.00
Tree maintenance for fertilizers, fungicides,					1,847.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
insecticides, etc. all public areas. Add in organics.		1.00	4,670.00		4,670.00
Ant bait to spot treat around playgrounds, volleyball courts, etc.					
Ant control program for athletic fields at City Park and Pleasant Run Soccer Complex.		1.00	9,030.00		9,030.00
Fertilizer for athletic fields at City Park and Pleasant Run Soccer Complex. Organic materials.		1.00	13,153.00		13,153.00
Pesticides / Herbicides / Fertilizers - General use all public areas. Organic products for parks.					
Pesticide / Herbicide for athletic fields at City Park and Pleasant Run Soccer Complex. Added \$1000.00 for herbicide needed to spray out rye grass over seeding.					
0013210 001-3210-6305 UNIFORMS		10.00	60.00		3,000.00 *
Uniform pants for park & athletic staff.		11.00	80.00		600.00
Uniform shirts for park & athletic staff members.		11.00	80.00		880.00
Winter coat or bib coveralls for park & athletic maintenance staff members 2 year rotation.		20.00	10.00		880.00
City logo caps for park & athletic staff members.		11.00	40.00		200.00
Inclement weather gear for park & athletic maintenance staff members.					440.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013210 001-3210-6309 LANDSCAPE		1.00	885.00		32,000.00 *
Replacement of sod in worn and bare areas on athletic fields due to compaction and high traffic on athletic fields at City Park and Pleasant Run Soccer Complex.					885.00
Wildflower display areas, annual re-seeding of wildflowers at MCPerson Park and Nature Center.		1.00	1,000.00		1,000.00
Shrubs, groundcover, trees for various park areas.		1.00	5,000.00		5,000.00
Overseeding of Pleasant Run Soccer Complex, Plaza, City Hall, Colleyville Center, etc.		1.00	6,500.00		6,500.00
New and redesign landscape projects		1.00	18,615.00		18,615.00
0013210 001-3210-6313 SMALL TOOLS		1.00	500.00		3,500.00 *
Lawn/Garden tools such as shovels, rakes, brooms, saw blades, chain, ect.					500.00
Hand tools such as screwdrivers, wrenches, hammers, drills, etc.		1.00	500.00		500.00
Athletic field tools, shovels, rakes, infield mats, spike drags, chalkers etc.		1.00	1,000.00		1,000.00
Small engine equipment such as string trimmers, edgers, pumps, grounds vacuum, chain saws, power pole saw, tiller and miscellaneous small equipment as necessary.		1.00	1,500.00		1,500.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013210 001-3210-6314- BUILDING SUPPLIES		1.00	8,000.00		8,000.00 *
Paper products and janitorial supplies for park restrooms, park maintenance facility, and park offices.					
0013210 001-3210-6326 SAFETY EQUIPMENT/SUPPLIES		14.00	150.00		4,026.00 *
Leather work boots for park & athletic maintenance staff.					
		1.00	720.00		720.00
First aid supplies to include bandages, anti-bacterial ointment, sunscreen, mosquito repellent, ect.					
		1.00	1,206.00		1,206.00
Safety gear for maintenance staff to meet OSHA guidelines to include, safety glasses, ear plugs, gloves, traffic vests, etc.					
Funding also allows for purchase of sun screen, mosquito repellent and first aid supplies.					
0013210 001-3210-6645- OPERATING EQUIPMENT		1.00	14,000.00		14,000.00 *
Purchase of a Toro Groomer (Reagan Park)					
TOTAL PARKS MAINTENANCE					1,098,102.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

3310	STREETS MAINTENANCE	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013310	001-3310-6101 SALARIES					322,278.00
0013310	001-3310-6105- SALARY SAVINGS					-6,908.00
0013310	001-3310-6135 STANDBY PAY					3,877.00
0013310	001-3310-6139 OVERTIME					15,124.00
0013310	001-3310-6141 FICA EXPENSE					26,423.00
0013310	001-3310-6142 GROUP HEALTH INSURANCE					79,590.00
0013310	001-3310-6143 WORKERS' COMPENSATION					8,303.00
0013310	001-3310-6145 UNEMPLOYMENT COMPENSATION					1,314.00
0013310	001-3310-6146 RETIREMENT					34,064.00
0013310	001-3310-6148 LONGEVITY PAY					4,036.00
0013310	001-3310-6206 TRAINING					6,093.00 *
	Work Zone Safety		6.00	200.00		1,200.00
	CFM Streets Manager		1.00	200.00		200.00
	Pavement Markings (Sign Technician)		1.00	240.00		240.00
	Street and Road Maintenance (Streets & Drainage Operations and Maintenance Manager)		1.00	385.00		385.00
	Teex Training (2 Equipment Operators; 6 Field Technicians)		8.00	385.00		3,080.00
	Public Works Road-E-0 38% of \$2,600 cost		1.00	988.00		988.00
0013310	001-3310-6207 PRE-EMPLOYMENT					554.00 *
	Screenings		1.00	554.00		554.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013310 001-3310-6209 DUES & SUBSCRIPTIONS					586.00 *
CDL Renewal (Equipment Operator X 3)		3.00	61.00		183.00
Texas Water Utilities Association (TWUA) (Streets & Drainage Operations and Maintenance Manager, Equipment Operator)		2.00	100.00		200.00
American Public Works Association (APWA) (Streets & Drainage Operations and Maintenance Manager)		1.00	203.00		203.00
0013310 001-3310-6226 MISC. CONTRACTUAL SERVICES					21,180.00 *
Networkfleet GPS Monitoring		1.00	2,180.00		2,180.00
VueWorks Subscription		1.00	4,000.00		4,000.00
City Property Mowing		1.00	15,000.00		15,000.00
0013310 001-3310-6242 STREET LIGHTING					255,000.00 *
Streetlighting Costs		1.00	255,000.00		255,000.00
0013310 001-3310-6245 EQUIPMENT RENTAL					5,000.00 *
Rental of specialized equipment such as mini-excavators, motor graders, etc.		1.00	5,000.00		5,000.00
0013310 001-3310-6261 VEHICLE MAINTENANCE					7,050.00 *
Vehicles 600E, 601E, 603E, 665, 676, 698		1.00	7,050.00		7,050.00
0013310 001-3310-6262 GAS AND OIL					18,160.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013310 001-3310-6284 EQUIPMENT MAINTENANCE		1.00	13,890.00		13,890.00 *
Equipment 600, 601, 602, 606, 613, 616, 617, 661, 667, 672, 674, 683, 684, 685, 690, 691, 696					
0013310 001-3310-6285 BUILDING MAINT & SUPPLIES		1.00	380.00		5,315.00 *
Service Center floor mats contract (28% of \$1,351)					380.00
Misc. repairs to Service Center (28% of \$6,000)		1.00	1,680.00		1,680.00
Service Center custodial contract (28% of \$11,629)		1.00	3,255.00		3,255.00
0013310 001-3310-6301 OFFICE SUPPLIES					500.00
0013310 001-3310-6305 UNIFORMS		1.00	4,920.00		4,920.00 *
Uniform Rental and Miscellaneous Clothing Supply (5 Street Crew Personnel)					4,920.00
0013310 001-3310-6308 PRINTING					58.00
0013310 001-3310-6313 SMALL TOOLS					1,700.00
0013310 001-3310-6314- BUILDING SUPPLIES		1.00	555.00		30,555.00 *
Paper Supplies for Service Center					555.00
Street Light Supplies		1.00	30,000.00		30,000.00
0013310 001-3310-6317 TRAFFIC CONTROL SIGNS/SIGNALS		1.00	7,000.00		81,500.00 *
ILA Grapevine Signal Maintenance					7,000.00
Traffic Control Sign Replacement Program		1.00	28,500.00		28,500.00
Signal Maint (2 Traffic Signals and 21 School Zone Flashers)		1.00	46,000.00		46,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013310 001-3310-6319 STREET RESURFACING		1.00	50,000.00	50,000.00	50,000.00 *
Miscellaneous Asphalt Repairs					
0013310 001-3310-6324- INFRASTRUCTURE REPAIR & MAINT		1.00	85,450.00	85,450.00	85,450.00 *
Street Maintenance Supplies					
0013310 001-3310-6326 SAFETY EQUIPMENT/SUPPLIES					2,825.00
0013310 001-3310-6805 TRANSFER TO CAPITAL PROJECTS		1.00	1,500,000.00	1,500,000.00	1,500,000.00 *
Transfer to Capital Projects					
Fund for street CIP projects					
 TOTAL STREETS MAINTENANCE					2,578,437.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

3410 RECREATION

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013410 001-3410-6101 SALARIES					241,680.00
0013410 001-3410-6102 TEMPORARY HELP					25,500.00
0013410 001-3410-6105- SALARY SAVINGS					-4,985.00
0013410 001-3410-6141 FICA EXPENSE					21,054.00
0013410 001-3410-6142 GROUP HEALTH INSURANCE					25,068.00
0013410 001-3410-6143 WORKERS' COMPENSATION					399.00
0013410 001-3410-6145 UNEMPLOYMENT COMPENSATION					828.00
0013410 001-3410-6146 RETIREMENT					22,559.00
0013410 001-3410-6148 LONGEVITY PAY					1,806.00
0013410 001-3410-6152- ACCRUED LEAVE PAY					5,756.00
0013410 001-3410-6204 TRAVEL					3,715.00 *
		1.00	75.00		75.00
Texas Recreation and Park Society (TRAPS) North Region Conference Parks & Recreation Director		1.00	75.00		75.00
Texas Recreation and Park Society (TRAPS) North Region Conference Recreation Specialist		1.00	300.00		300.00
Texas Recreation and Park Society (TRAPS) State Conference (Frisco, TX) Recreation Specialist		1.00	300.00		300.00
Texas Recreation and Park Society (TRAPS) State Conference (Frisco, TX) Parks & Recreation Director		1.00	2,965.00		2,965.00
National Recreation & Park Association (NRPA) Conference Nashville, TN Parks & Recreation Director					

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NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013410 001-3410-6207 PRE-EMPLOYMENT		1.00	1,000.00		1,000.00 *
Background Checks - Instructors, Volleyball Coaches, Gym Monitors, etc.					
0013410 001-3410-6209 DUES & SUBSCRIPTIONS		1.00	35.00		804.00 *
United States Tennis Association (USTA) Membership - Parks & Recreation Director					
		1.00	45.00		35.00
Sam's Membership - Parks & Recreation Director					
		1.00	55.00		45.00
Costco Membership - Parks & Recreation Director					
		1.00	85.00		55.00
Texas Recreation and Park Society (TRAPS) Membership - Parks & Recreation Director					
		1.00	85.00		85.00
Texas Recreation and Park Society (TRAPS) Membership - Recreation Specialist					
		1.00	99.00		99.00
National Recreation and Park Association (NRPA) Membership - Recreation Specialist					
		1.00	200.00		200.00
Texas Amateur Athletic Federation (TAAF) Membership - Parks & Recreation Director					
		1.00	200.00		200.00
National Recreation and Park Association (NRPA) Membership - Parks & Recreation Director					
0013410 001-3410-6226 MISC. CONTRACTUAL SERVICES		1.00	4,200.00		4,200.00 *
Texas Junior Anglers - Fishing event for youth (fish stocking program)					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013410 001-3410-6236 ADVERTISING		1.00	300.00	1,000.00 *	300.00
Advertising Events - Winter Ball, Bunny Brunch, Volleyball Leagues, and Summer Programs		1.00	300.00		300.00
Advertising Brochures (3) - Fall, Winter/Spring and Summer brochures		1.00	400.00		400.00
Brochures - Creative layout, design and production of Recreation brochure three times annually (Winter/Spring, Summer, and Fall Brochures)					
0013410 001-3410-6246 OFFICE EQUIP & MAINTENANCE		1.00	250.00	250.00 *	250.00
Laminator Maintenance Fee					
0013410 001-3410-6257 RECREATION PROGRAM INSTRUCTORS		1.00	3,500.00	98,545.00 *	3,500.00
Adult Enrichment Classes - Instructor Payments		1.00	10,045.00		10,045.00
Youth Development Classes - Instructor Payments		1.00	15,000.00		15,000.00
Tennis Program - Instructor Payments		1.00	70,000.00		70,000.00
Youth Athletic Programs - Instructor Payment, Volleyball Game Officials and Gym Monitors.					
0013410 001-3410-6301 OFFICE SUPPLIES		1.00	300.00	300.00 *	300.00
Miscellaneous Office Supplies - Writing instruments, binders, desk accessories, legal pads, three-ring binders, labels, post-it notes, and other miscellaneous office items as necessary.					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013410 001-3410-6302 POSTAGE		1.00	6,000.00		6,000.00 *
Postage - Mailing the Recreation Brochure to Colleyville Residents (3 times per year - Fall, Winter/Spring, and Summer)					
0013410 001-3410-6303 OPERATING SUPPLIES		1.00	100.00		500.00 *
Batteries		1.00	100.00		100.00
Card Stock, Specialty Paper & Foam Board - Advertising		1.00	300.00		300.00
Copy and Fax Paper					
0013410 001-3410-6305 UNIFORMS		1.00	1,000.00		1,000.00 *
Staff Shirts - Uniform shirts (especially for special events and volleyball)					
0013410 001-3410-6307 RECREATION PROGRAM SUPPLIES		1.00	200.00		25,000.00 *
Tennis Program Supplies - Tennis ball, tennis ball hoppers		1.00	200.00		200.00
Recreation Programs / Activities - Class materials and supplies		1.00	1,300.00		1,300.00
Recreation Promotional Items - Custom giveaways for State of the City, Mayor for the Day, School Presentations/Expos (pencils, pens, bags, water bottles, etc.)		1.00	4,000.00		4,000.00
Winter Ball (Jan.) - DJ, Snacks, Refreshments, Decorations, Supplies, Prizes, Photo Supplies		1.00	6,010.00		6,010.00
Bunny Brunch - Catered Brunch & Lunch, Plastic Eggs, Supplies, Prizes, Entertainment, Petting Zoo, and Decorations		1.00	6,290.00		6,290.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Volleyball League Supplies - Uniforms and Trophies (Fall, Spring, & Summer). New Sand Volleyball Leagues (Fall & Spring)		1.00	7,000.00		7,000.00
Expand bunny brunch to include additional event					
0013410 001-3410-6308 PRINTING		1.00	200.00		16,000.00 *
Miscellaneous Printing (business cards, etc.)					200.00
Brochure Printing (Recreation Sensation) - 3 times per year (Fall, Winter/Spring, and Summer)		1.00	15,800.00		15,800.00
0013410 001-3410-6328 RECREATION EQUIPMENT		1.00	200.00		2,000.00 *
Tennis Equipment - Roll-Dri, Nets, Windscreen, Scorekeepers, Trash Cans					200.00
Miscellaneous Recreation Equipment - Miscellaneous Balls, Storage Bins, Tools, Cones, Game Equipment, etc.		1.00	500.00		500.00
Volleyball Equipment - Ball Carts, Volleyballs, Ball Bags, Flags, Score Boards, etc.		1.00	1,300.00		1,300.00
TOTAL RECREATION					499,979.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

3420 REC SENIOR CENTER

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013420	001-3420-6204 TRAVEL					275.00 *
	Texas Recreation and Park Society (TRAPS) North Region Conference Recreation Specialist		1.00	75.00		75.00
	Texas Recreation and Park Society (TRAPS) State Conference (Frisco, TX) Recreation Specialist		1.00	200.00		200.00
0013420	001-3420-6207 PRE-EMPLOYMENT					100.00 *
	Annual Background Checks - Instructors		1.00	100.00		100.00
0013420	001-3420-6209 DUES & SUBSCRIPTIONS					101.00 *
	AARP - Annual membership dues		1.00	16.00		16.00
	Texas Recreation and Park Society (TRAPS) Membership - Recreation Specialist		1.00	85.00		85.00
0013420	001-3420-6245 EQUIPMENT RENTAL					400.00 *
	Senior Health Fair - Table Rental		1.00	400.00		400.00
0013420	001-3420-6257 RECREATION PROGRAM INSTRUCTORS					10,000.00 *
	Senior Recreation Classes - Instructor Payments		1.00	10,000.00		10,000.00
0013420	001-3420-6261 VEHICLE MAINTENANCE					100.00 *
	Vehicle #507 - 2019 Ford (14 Passenger Shuttle)		1.00	100.00		100.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013420 001-3420-6262 GAS AND OIL		1.00	600.00		600.00 *
Gas - Vehicle #507 (14 Passenger Shuttle - 2019 Ford)					600.00
0013420 001-3420-6284- EQUIPMENT MAINTENANCE		1.00	300.00		300.00 *
Senior Center - Fitness Equipment Maintenance & Repairs					300.00
0013420 001-3420-6302 POSTAGE		1.00	300.00		300.00 *
Active Adult Brochure - Mailed three times annually (Fall, Winter/Spring and Summer)					300.00
0013420 001-3420-6303 OPERATING SUPPLIES		1.00	100.00		887.00 *
Senior Center First Aid Supplies - Ice packs, gloves, bandages, etc.		1.00	200.00		100.00
Brochure Supplies - brochure paper, labels, seals, etc.		1.00	150.00		200.00
ID Printer - Supplies (Ribbon, Cards, etc.)		1.00	437.00		150.00
Senior Center Coffee Supplies - Coffee, filters, creamer, sugar, stir sticks, artificial sweetners, cups		1.00			437.00
0013420 001-3420-6305 UNIFORMS		1.00	60.00		60.00 *
Staff Shirts					60.00
0013420 001-3420-6307 RECREATION PROGRAM SUPPLIES		1.00	150.00		3,650.00 *
Senior Center Facility Supplies - game supplies, television trays, utility cart, etc.		1.00	250.00		150.00
Egg-in-a-Bag Supplies (3rd Wednesday of the Month Event) - Eggs, juice, biscuits, misc. supplies		1.00	900.00		250.00
					900.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
	Senior Center Tuesday Night Dinner Supplies - Paper products, beverages, utensils, cups		1.00	1,100.00		1,100.00
	Senior Center Holiday Party - Catered dinner, drinks, decorations, prizes, supplies, photo supplies		1.00	1,250.00		1,250.00
	Senior Center Special Events (Senior Health Fair, Miscellaneous Social Events, & Social Dances) - entertainment, snacks, game prizes, decorations & misc. event supplies					
0013420	001-3420-6308 PRINTING		1.00	200.00		200.00 *
	Senior Events - promotional fliers, postcards, etc.					200.00
0013420	001-3420-6314- BUILDING SUPPLIES		1.00	200.00		200.00 *
	Miscellaneous Building Supplies - Paper towels, disinfectant wipes, light bulbs, cleaning supplies, and other supplies needed for basic building operation					200.00
0013420	001-3420-6328 RECREATION EQUIPMENT		1.00	100.00		200.00 *
	Senior Center Fitness Equipment - Replace worn / damaged items		1.00	100.00		100.00
	Senior Center Miscellaneous Equipment - Replace worn / damaged items					

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ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2022	Proposed
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TOTAL REC SENIOR CENTER				17,373.00
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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

3610 COMMUNICATIONS

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013610 001-3610-6204 TRAVEL					3,600.00 *
Annual Conference: City-County Communications and Marketing Association (3CMA), Texas Association of Municipal Information Officers (TAMIO), or Government Social Media		2.00	1,800.00		3,600.00
0013610 001-3610-6209 DUES & SUBSCRIPTIONS					1,140.00 *
Annual subscription to AP Stylebook		1.00	26.00		26.00
Annual dues - TAMIO		1.00	85.00		85.00
Annual dues - International Association of Business Communicators		1.00	304.00		304.00
Annual Dues for Government Social Media Communicators		1.00	350.00		350.00
City-County Communications and Marketing Association (3CMA) Annual Dues		1.00	375.00		375.00
0013610 001-3610-6226 MISC. CONTRACTUAL SERVICES					122,240.00 *
Photography/video services; Erin Spicer average monthly invoice of \$3,750.		12.00	3,750.00		45,000.00
Annual renewal and hosting fees for website + programming changes		1.00	14,240.00		14,240.00
Dallas Morning News annual subscription		1.00	155.00		155.00
Fort Worth Star Telegram annual subscription		1.00	130.00		130.00
Zoom subscription		1.00	2,250.00		2,250.00
SurveyMonkey subscription		1.00	400.00		400.00
Archive Social subscription		1.00	4,790.00		4,790.00
		1.00	1,428.00		1,428.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Mobile Texts		1.00	420.00		420.00
Issuu subscription		1.00	1,427.00		1,427.00
Facebook Boosts		1.00	1,500.00		1,500.00
Other marketing		1.00	20,500.00		20,500.00
FWSO Concert		1.00	30,000.00		30,000.00
City Fair					
0013610 001-3610-6301 OFFICE SUPPLIES		1.00	165.00		165.00 *
General office supplies					165.00
TOTAL COMMUNICATIONS					127,145.00

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ACCOUNTS FOR:
GENERAL FUND

3710 COLLEVILLE CENTER	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013710 001-3710-6101 SALARIES					73,890.00
0013710 001-3710-6102 TEMPORARY HELP					26,115.00
0013710 001-3710-6105- SALARY SAVINGS					-2,084.00
0013710 001-3710-6139 OVERTIME					3,096.00
0013710 001-3710-6141 FICA EXPENSE					7,970.00
0013710 001-3710-6142 GROUP HEALTH INSURANCE					25,068.00
0013710 001-3710-6143 WORKERS' COMPENSATION					3,591.00
0013710 001-3710-6145 UNEMPLOYMENT COMPENSATION					414.00
0013710 001-3710-6146 RETIREMENT					7,654.00
0013710 001-3710-6148 LONGEVITY PAY					608.00
0013710 001-3710-6204 TRAVEL					700.00 *
10 Chamber Luncheons, TXAVM luncheons for Center Manager and Event Specialist Marketing and Branding		14.00	50.00		700.00
0013710 001-3710-6209 DUES & SUBSCRIPTIONS					3,575.00 *
Texas Association of Venues, Texas Venue Associations, small venues 2 memberships		5.00	500.00		2,500.00
Membership-Center Manager International Association of Assembly Managers National Membership Group		1.00	475.00		475.00
Texas Association of Venues		2.00	300.00		600.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013710 001-3710-6226 MISC. CONTRACTUAL SERVICES		12.00	415.00		4,980.00 *
Air conditioning servicing, insect control, grease trap, aire master, weekend cleaning services.					
0013710 001-3710-6245 EQUIPMENT RENTAL		3.00	500.00		1,500.00 *
0013710 001-3710-6284- EQUIPMENT MAINTENANCE					2,500.00
0013710 001-3710-6285 BUILDING MAINT & SUPPLIES		12.00	31.00		23,547.00 *
Monitronix- Security System Monthly monitoring					
BWS-Fire Alarm Monitoring 5% rate increase 2019					
BWS-quarterly building sprinkler system and vent hood check.					
Cleaning tools including floor buffing pads, paint brushes, buckets for cleaning, ice, floor brooms etc used for ongoing cleaning of building					
Quarterly Service filter changing system check, filter cleaning and maintenance on 6 AC units					
Friday and Wednesday janitorial service.					
Quarterly Window washing inside and out of 4 large Paladium and all other other small windows in Center.					
Annual door maintenance 5% increase					
Hufcor Annual Partition Maintenance of room dividers in large hall and small conference room 5% increase budgeted for 2019					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
		1.00	1,500.00		1,500.00
	Emergency/non preventative maintenance work on non-warranty repairs and maintenance of mechanical systems and equipment.				
0013710 001-3710-6287	PROPERTY MAINTENANCE				2,500.00 *
	Monthly spraying of facility interior and exterior (Western Exterminators)	12.00	70.00		840.00
	Quarterly Grease Trap Cleaning	4.00	165.00		660.00
	Exterior paint and facade touch ups	1.00	1,000.00		1,000.00
0013710 001-3710-6301	OFFICE SUPPLIES				1,250.00
0013710 001-3710-6302	POSTAGE				140.00
0013710 001-3710-6303	OPERATING SUPPLIES				10,300.00 *
	Flowers for lobby and restroom	12.00	35.00		420.00
	6303-Operating Supplies copier paper, first aid supplies, duct tape, kitchen utensils as needed.	4.00	100.00		400.00
	Catering Supplies and Foods-offset by revenue charged to clients. Anticipate 3% increase in use/expense.	12.00	390.00		4,680.00
	Linen Service- \$2.00 cost per linen/clients charged \$5.00 per linen or linen provided free with standard business booking Monday-Friday 5% increase FY19 @ \$12.50 \$50/month	12.00	400.00		4,800.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013710 001-3710-6305 UNIFORMS		1.00	1,100.00		1,100.00 *
4 Employees: Annual update of City and Center branded shirts for events, work slacks for maintenance crew					
0013710 001-3710-6308 PRINTING		1.00	750.00		750.00 *
Letterhead, business cards, fliers for conventions, customer satisfaction surveys, rate cards, etc.					
0013710 001-3710-6309 LANDSCAPE					5,000.00
0013710 001-3710-6314- BUILDING SUPPLIES		11.00	20.00		9,440.00 *
Batteries for microphones		10.00	200.00		2,000.00
Floor Care Products including stripper and wax		12.00	510.00		6,120.00
Cleaning Supplies & Paper Products		1.00	1,100.00		1,100.00
Flourescent light bulb replacement					
TOTAL COLLEVYVILLE CENTER					213,604.00

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ACCOUNTS FOR:
GENERAL FUND

3910 HUMAN RESOURCES

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013910	001-3910-6101	SALARIES				183,328.00
0013910	001-3910-6102-	TEMPORARY HELP				12,480.00
0013910	001-3910-6105-	SALARY SAVINGS				-3,697.00
0013910	001-3910-6141	FICA EXPENSE				15,112.00
0013910	001-3910-6142	GROUP HEALTH INSURANCE				25,068.00
0013910	001-3910-6143	WORKERS' COMPENSATION				287.00
0013910	001-3910-6145	UNEMPLOYMENT COMPENSATION				414.00
0013910	001-3910-6146	RETIREMENT				18,231.00
0013910	001-3910-6148	LONGEVITY PAY				1,488.00
0013910	001-3910-6206	TRAINING				9,425.00 *
		HR Southwest Seminar - HR Director	1.00	1,000.00		1,000.00
		Records Management Training from the Texas State Library and Archives Commission	1.00	1,000.00		1,000.00
		Texas Public Risk Management (PRIMA) and Safety Conference	1.00	1,700.00		1,700.00
		Tyler Technologies Conference for 1 HR staff member	1.00	3,000.00		3,000.00
		Women in Govt - HR Analyst	1.00	100.00		100.00
		Texas Municipal Retirement System (TMRS) City Correspondent Training - HR Director	1.00	100.00		100.00
		Texas Municipal Human Resources Association (TMHRA) HR Nuts and Bolts Training - 1 HR Staff Member	1.00	225.00		225.00
		Fort Worth Human Resources Management Association (FWHRMA) Employment Law Seminar - HR Director	1.00	250.00		250.00
		Professional in Human Resources	1.00	450.00		450.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
(PHR) Certification Test - HR Analyst		2.00	800.00		1,600.00
Texas Municipal Human Resources Association (TMHRA) Annual Conference - HR Dir & HR Analyst					
0013910 001-3910-6207 PRE-EMPLOYMENT		1.00	75.00		75.00 *
Pre-employment screenings					75.00
0013910 001-3910-6208 ORGANIZATIONAL DEVELOPMENT		1.00	31,595.00		35,895.00 *
General Fund: \$35,895 (86%)					35,895.00
Utility Fund: \$5,843 (14%)					
TOTAL: \$41,738.00					
Administrative Asst Luncheon \$1,000					
Assistant's Roundtable (\$100x2) \$200					
Benefit Bid Ad \$75					
Chili Cookoff \$800					
EAP \$8,808					
Employee Picnic \$1,800					
Employee Recognition Future Programming \$3,000					
Field Appreciation Day \$1,000					
Flu Shots (\$25 x 65) \$1,625					
HR Specialist Business Mgmt Daily \$200					
In-Service Day \$10,000					
Leadership Team Retreat \$1,000					
NCTCOG Training Account \$1,000					
Onboarding Box Lunches \$500					
Recognition Certificate Booklets \$100					
Retirement Plaques \$555					
Team of Excellence Award Photos \$75					
Training \$10,000					
Increase In Service Day due to added department activities					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013910 001-3910-6209 DUES & SUBSCRIPTIONS					930.00 *
Texas Municipal Human Resources Association (TMHRA) Membership Dues - HR Dir & HR Analyst		2.00	75.00		150.00
Dallas Human Resources Association - HR Director		1.00	150.00		150.00
Society for Human Resource Management (SHRM) Membership Dues - HR Dir & HR Analyst		2.00	250.00		500.00
		1.00	75.00		130.00
0013910 001-3910-6226 MISC. CONTRACTUAL SERVICES					66,708.00 *
ERS Annual Fee (Texas Social Security Program)		1.00	35.00		35.00
Texas Municipal Human Resources Association (MHRA) Luncheon		1.00	221.00		221.00
Subscription to Strategic Government Resources (SGR) job board website for advertising open positions. Increase of 10% from previous year		1.00	362.00		400.00
Labor Law Poster Compliance		1.00	650.00		650.00
Classification and Compensation Study Annual Updates to Pay Plan		1.00	5,000.00		5,000.00
Target Solution Training Software annual license (increase of 2% for software and increase in number of user accounts)		1.00	14,795.00		15,402.00
RFP for full compensation study with implementation in FY23		1.00	45,000.00		45,000.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0013910 001-3910-6301 OFFICE SUPPLIES		1.00	300.00	300.00	300.00 *
0013910 001-3910-6302 POSTAGE		1.00	120.00	120.00	120.00 *
0013910 001-3910-6303 OPERATING SUPPLIES		1.00	51.00	51.00	111.00 *
HR fax machine replacement cartridge		1.00	60.00	60.00	51.00
Misc					
0013910 001-3910-6305- UNIFORMS		1.00	85.00	85.00	85.00 *
Uniforms					
0013910 001-3910-6308 PRINTING		1.00	70.00	70.00	70.00 *
Printing; Business Cards					
TOTAL HUMAN RESOURCES				366,430.00	

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ACCOUNTS FOR:
GENERAL FUND

4110 MUNICIPAL COURT	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0014110 001-4110-6101 SALARIES					246,901.00
0014110 001-4110-6102 TEMPORARY HELP					17,600.00
0014110 001-4110-6105- SALARY SAVINGS					-5,123.00
0014110 001-4110-6141 FICA EXPENSE					20,635.00
0014110 001-4110-6142 GROUP HEALTH INSURANCE					62,669.00
0014110 001-4110-6143 WORKERS' COMPENSATION					935.00
0014110 001-4110-6145 UNEMPLOYMENT COMPENSATION					1,305.00
0014110 001-4110-6146 RETIREMENT					25,383.00
0014110 001-4110-6152- ACCRUED LEAVE PAY					7,185.00
0014110 001-4110-6204- TRAVEL					2,000.00 *
TYLER TECHNOLOGIES CONFERENCE		1.00	2,000.00		2,000.00
0014110 001-4110-6206 TRAINING					1,940.00 *
4 REGISTRATIONS FOR TMCEC SEMINARS		4.00	50.00		200.00
TX MUNICIPAL COURT EDUCATION CENTER (TMCEC) - CONTINUING EDUCATION FOR 3 REQUIRED		3.00	100.00		300.00
CLERKS LEGISLATIVE UPDATE SEMINAR - DALLAS COURT ADMINISTRATOR AND CERTIFICATION TRAINING		2.00	100.00		200.00
LOCAL TRAINING FOR CERTIFIED CLERK		1.00	100.00		100.00
TMCEC TRAINING FOR COURT ADMINISTRATOR AND JUVENILE CASE MANAGER - AUSTIN - STATE MANDATORY		2.00	300.00		600.00
1 CLERK ATTEND THE NEW 32 HOUR TRAINING IN AUSTIN - REGISTRATION \$200, MILEAGE \$225		1.00	540.00		540.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0014110 001-4110-6209 DUES & SUBSCRIPTIONS					680.00 *
LEXIS NEXIS RISK SOLUTIONS - traffic law books		1.00	50.00		50.00
NORTH TEXAS COURT CLERKS ASSOCIATION - 5 employees		5.00	55.00		275.00
GOULDS LAW MANUAL UPDATE FOR JUDGE AND COURT STAFF		1.00	80.00		80.00
TMCEC Dues		5.00	55.00		275.00
0014110 001-4110-6218- MUNICIPAL JUDGE					148,500.00
0014110 001-4110-6226 MISC. CONTRACTUAL SERVICES					6,377.00 *
SAFESITE - document storage		1.00	1,250.00		1,250.00
HIRED HANDS - translation services (foreign languages and sign language)		1.00	2,127.00		2,127.00
Court legal fees		1.00	3,000.00		3,000.00
0014110 001-4110-6301 OFFICE SUPPLIES					1,000.00 *
DEPOSIT SLIPS AND BANK BAGS FOR DAILY DEPOSIT		1.00	100.00		100.00
STAPLES - 2 types of envelopes for court notification mailings		1.00	100.00		100.00
misc. office supplies		1.00	800.00		800.00
0014110 001-4110-6303 OPERATING SUPPLIES					7,668.00 *
OFFICE DEPOT - receipt printer ribbons		1.00	300.00		300.00
COLLEYVILLE - paper warrant issue		1.00	325.00		325.00
KELLER - paper warrant issue		1.00	325.00		325.00
SAFE SITE - document storage		1.00	500.00		500.00
STAPLES - envelopes for mailing (2 types)		1.00	518.00		518.00
		1.00	600.00		600.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
STAPLES - mailing labels		1.00	800.00		800.00
OFFICE DEPOT - thermal paper for payment receipts		1.00	1,200.00		1,200.00
CPI ONE POINT - copy paper		1.00	1,500.00		1,500.00
OFFICE DEPOT - ticket writer paper for PD		1.00	1,600.00		1,600.00
CPI ONE POINT - paper for letters, dockets, & complaints					
0014110 001-4110-6308 PRINTING		1.00	250.00		1,250.00 *
STEVE STRANGE - printing of letterhead / envelopes		1.00	1,000.00		250.00
KIT JONES INC - hard copy citations, warrant cards, and blue envelopes					1,000.00
TOTAL MUNICIPAL COURT					546,905.00

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ACCOUNTS FOR:
GENERAL FUND

5110	FLEET SERVICES	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0015110	001-5110-6101 SALARIES					97,740.00
0015110	001-5110-6105- SALARY SAVINGS					-2,037.00
0015110	001-5110-6139 OVERTIME					1,603.00
0015110	001-5110-6141 FICA EXPENSE					7,791.00
0015110	001-5110-6142 GROUP HEALTH INSURANCE					25,068.00
0015110	001-5110-6143 WORKERS' COMPENSATION					1,506.00
0015110	001-5110-6145 UNEMPLOYMENT COMPENSATION					414.00
0015110	001-5110-6146 RETIREMENT					10,046.00
0015110	001-5110-6148 LONGEVITY PAY					1,515.00
0015110	001-5110-6150 TOOL ALLOWANCE					960.00
0015110	001-5110-6206 TRAINING					1,350.00 *
	Mechanical and Diagnostic and Repair Training (2 Mechanics x 3 courses x \$94.95/course)		6.00	95.00		570.00
	Automotive Service Excellence (ASE) Certification Testing-Self-Study Program (2 Mechanics)		2.00	140.00		280.00
	Automotive Service Excellence (ASE) Master Certification Testing-Online Program (Fleet Manager)		1.00	500.00		500.00
0015110	001-5110-6207 PRE-EMPLOYMENT					100.00
0015110	001-5110-6209 DUES & SUBSCRIPTIONS					2,301.00 *
	CDL Renewal		1.00	60.00		60.00
	American Public Works Association (APWA) (Fleet Manager)		1.00	203.00		203.00
	National Association of Fleet Administrators (NAFA) Assoc. (Fleet Manager)		1.00	310.00		310.00
			1.00	1,728.00		1,728.00

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ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
Chilton's On-Line Repair Manuals Annual Subscription Cost						
0015110	001-5110-6226- MISC. CONTRACTUAL SERVICES					
	Encore scan tool software (for tires)		1.00	700.00		2,568.00 *
						700.00
	Networkfleet GPS Monitoring		1.00	1,868.00		1,868.00
0015110	001-5110-6228 PROFESSIONAL MAINTENANCE					
	Service Parts Cleaner		5.00	135.00		675.00 *
						675.00
0015110	001-5110-6261 VEHICLE MAINTENANCE					
	Vehicles 300E, 301E, 302E, 507, 707		1.00	2,050.00		2,050.00 *
						2,050.00
0015110	001-5110-6262 GAS AND OIL					
	Motor Pool Gas and Oil		1.00	3,675.00		8,700.00 *
						3,675.00
	All City Vehicles Bulk Oil		1.00	5,025.00		5,025.00
0015110	001-5110-6284 EQUIPMENT MAINTENANCE					
	Equipment 303 and 334		1.00	700.00		1,900.00 *
						700.00
	Back-up generator maintenance		1.00	1,200.00		1,200.00
0015110	001-5110-6305 UNIFORMS					
	Uniform Rental and Miscellaneous Clothing Supply (2 Fleet Personnel)		1.00	1,640.00		1,640.00 *
						1,640.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0015110 001-5110-6313 SMALL TOOLS					1,150.00
0015110 001-5110-6318 SHOP SUPPLIES					1,935.00 *
Various Shop Supplies		1.00	1,935.00		1,935.00
0015110 001-5110-6326 SAFETY EQUIPMENT/SUPPLIES					900.00
TOTAL FLEET SERVICES					169,875.00

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ACCOUNTS FOR:
GENERAL FUND

5710	FACILITY SERVICES	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0015710	001-5710-6101 SALARIES					130,650.00
0015710	001-5710-6105- SALARY SAVINGS					-3,504.00
0015710	001-5710-6139 OVERTIME					4,477.00
0015710	001-5710-6141 FICA EXPENSE					13,401.00
0015710	001-5710-6142 GROUP HEALTH INSURANCE					25,068.00
0015710	001-5710-6143 WORKERS' COMPENSATION					3,421.00
0015710	001-5710-6145 UNEMPLOYMENT COMPENSATION					414.00
0015710	001-5710-6146 RETIREMENT					17,277.00
0015710	001-5710-6148 LONGEVITY PAY					1,508.00
0015710	001-5710-6152 ACCRUED LEAVE PAY					38,517.00
0015710	001-5710-6204- TRAVEL					1,000.00 *
	Building Maintenance Seminars TBD (Facilities Manager and Building Maintenance Technician)		2.00	500.00		1,000.00
0015710	001-5710-6206- TRAINING					1,800.00 *
	HVAC Continuing Education (Facility Manager)		1.00	300.00		300.00
	Safety Training		1.00	500.00		500.00
	Vocational Training (Building Tech)		1.00	1,000.00		1,000.00
0015710	001-5710-6209- DUES & SUBSCRIPTIONS					100.00 *
	HVAC License (Facility Manager)		1.00	100.00		100.00

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**ACCOUNTS FOR:
GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0015710 001-5710-6226 MISC. CONTRACTUAL SERVICES					16,632.00 *
Networkfleet GPS Monitoring		1.00	312.00		312.00
Fountain Maintenance Agreement		1.00	16,320.00		16,320.00
0015710 001-5710-6261 VEHICLE MAINTENANCE					2,000.00 *
Vehicle 702E		1.00	2,000.00		2,000.00
0015710 001-5710-6262 GAS AND OIL					1,200.00
0015710 001-5710-6285 BUILDING MAINT & SUPPLIES					338,975.00 *
City Hall/Library/Justice Center: Security Systems Maintenance and Supply		1.00	5,980.00		5,980.00
Fire Stations 1, 2 and 3: HVAC Maintenance: Repairs, Service, Replacement		1.00	6,300.00		6,300.00
City Hall/Library: Elevator Inspections and Maintenance Agreement		1.00	9,000.00		9,000.00
Senior Center: Cleaning and Janitorial (Non-Discretionary/Ongoing)		1.00	10,600.00		10,600.00
Fire Stations 1, 2 and 3: Miscellaneous Maintenance (general building repair, plumbing maintenance; backflow testing, etc.; includes Original Fire Station)		1.00	30,000.00		30,000.00
City Hall/Library/Justice Center: Miscellaneous Maintenance (thermostat zone controllers, hot water actuators not covered in blanket maintenance, fire station rollup door repairs, miscellaneous)		1.00	38,170.00		38,170.00
City Hall/Library/Justice Center: HVAC Maintenance & Repair		1.00	65,500.00		65,500.00
City Hall/Library/Justice		1.00	114,900.00		114,900.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Center: Cleaning and Janitorial		1.00	260.00		260.00
Public Works Service Center: Pest Control		1.00	500.00		500.00
Misc Contracts: Light Bulb Disposal Contract		1.00	570.00		570.00
Senior Center: Pest Control		1.00	750.00		750.00
Senior Center: Fire Alarm Inspections and Monitoring		1.00	800.00		800.00
Fire Stations 1, 2, 3, and original FS: Pest Control		1.00	1,000.00		1,000.00
Library: Partition Door Service Plan		1.00	1,000.00		1,000.00
Senior Center: Door Service Plan		1.00	2,700.00		2,700.00
City Hall/Library/Justice Center: Backflow Testing		1.00	1,250.00		1,250.00
Senior Center: Miscellaneous Maintenance (paint, hardware, door closures, locksets, keys, etc.)		1.00	1,700.00		1,700.00
Library: Automatic Door Maintenance		1.00	3,000.00		3,000.00
Misc Contracts: Panic Button Monitoring		1.00	2,500.00		2,500.00
Bidault and Webb House: Miscellaneous Maintenance		1.00	2,550.00		2,550.00
Justice Center: Gate Maintenance Contract		1.00	2,790.00		2,790.00
Senior Center: HVAC Maintenance and Repair		1.00	7,000.00		7,000.00
Fire Stations 1, 2 and 3: Fire Alarm Inspections and Monitoring		1.00	6,000.00		6,000.00
City Hall/Library/Justice Center: Pest Control		1.00	3,500.00		3,500.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Fire Administration: Cleaning and Janitorial		1.00	4,200.00		4,200.00
City Hall/Library: Boiler Inspection and Maintenance		1.00	6,700.00		6,700.00
City Hall/Library/Justice Center: Fire Alarm Inspections and Monitoring		1.00	4,810.00		4,810.00
City Hall/Library/Justice Center: Floor Mats Contract		1.00	4,945.00		4,945.00
City Hall/Library/Justice Center: Window Cleaning					
0015710 001-5710-6303 OPERATING SUPPLIES		1.00	250.00		250.00 *
Tapes, Access Cards, etc.					250.00
0015710 001-5710-6305 UNIFORMS		1.00	500.00		500.00 *
Uniforms and Misc Clothing Supply (Building Technician, Facility Services Manager)					500.00
0015710 001-5710-6313 SMALL TOOLS					850.00
0015710 001-5710-6314- BUILDING SUPPLIES		1.00	5,000.00		15,000.00 *
Lighting Supplies/Bulbs (Fire Stations 1, 2 and 3)		1.00	10,000.00		5,000.00
Lighting Supplies (City Hall/Library/Justice Center)					10,000.00
0015710 001-5710-6326 SAFETY EQUIPMENT/SUPPLIES					450.00
TOTAL FACILITY SERVICES					609,986.00

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ACCOUNTS FOR:
GENERAL FUND

5910	INFORMATION SERVICES	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0015910	001-5910-6101 SALARIES					271,746.00
0015910	001-5910-6102- TEMPORARY HELP					85,000.00
0015910	001-5910-6105- SALARY SAVINGS					-6,310.00
0015910	001-5910-6139 OVERTIME					734.00
0015910	001-5910-6141 FICA EXPENSE					24,137.00
0015910	001-5910-6142 GROUP HEALTH INSURANCE					25,068.00
0015910	001-5910-6143 WORKERS' COMPENSATION					458.00
0015910	001-5910-6145 UNEMPLOYMENT COMPENSATION					1,242.00
0015910	001-5910-6146 RETIREMENT					21,285.00
0015910	001-5910-6148 LONGEVITY PAY					1,890.00
0015910	001-5910-6152- ACCRUED LEAVE PAY					7,755.00
0015910	001-5910-6204 TRAVEL					1,860.00 *
	Texas Association of Governmental Information Managers (TAGITM) Hotel		1.00	580.00		580.00
	Mileage Re-imbursement for travel and exp.		1.00	850.00		650.00
	Per Diem for Training & Conference		1.00	630.00		630.00
0015910	001-5910-6206 TRAINING					28,595.00 *
	SYSTEM Admin -- Home Infrastructure Provisioning with System Center Virtual Machine Manager (M10981)		1.00	2,995.00		2,995.00
	Installation, Storage, and Compute with Windows Server 2019 (M20740)		1.00	3,095.00		3,095.00
	Administering Windows Server 2019 (M20411).		1.00	3,095.00		3,095.00
	SYSTEM Admin -- Deploying System Center 2019		1.00	3,095.00		3,095.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Configuration Manager (M10748)		1.00	3,495.00		3,495.00
CB Nuggets-Online Training for DTS staff		1.00	3,595.00		3,595.00
ISM Mgr. CISCO ICND1 v3.0 - Interconnecting Cisco Networking Devices		1.00	3,595.00		3,595.00
ISM Manager-- ICND2 v3.0 - Interconnecting Cisco Networking Devices, Part 2		1.00	5,630.00		5,630.00
City Staff- Individual Security Training KNOWB-4					
0015910 001-5910-6209 DUES & SUBSCRIPTIONS		2.00	140.00		1,025.00 *
TX Assoc. of Govt. Info. Tech Mgrs. (TAGITM)		1.00	150.00		280.00
Texas Association of State systems for Computing and Communications		1.00	595.00		150.00
TAGITM Conference Fee					595.00
0015910 001-5910-6225 COMPUTER SERVICES		25.00	588.00		49,893.00 *
Police CID aircard added 2 SRU, 6 LPR cards for HWY 26, 11 New Cards for LPR 2022					14,700.00
PD-Code Enforcement Aircard Assistant Chief Aircard		1.00	588.00		1,176.00
Parks Maintenance- Time Warner Cable Fees \$82.99 Monthly @ TV's were added in 2021 \$9.00X2		1.00	1,002.00		1,188.00
Internet redundancy on-going cost		1.00	2,400.00		2,400.00
Library-TLC 1 epon Printer supplies		1.00	79.00		79.00

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
Fire-Operations		1.00	550.00		550.00
Fire Check software maintenance					
FireCheckoff.com		4.00	588.00		2,352.00
Building inspection 4 Aircards (\$49.00 monthly)		1.00	588.00		588.00
Fire-EMS Aircard		14.00	588.00		8,232.00
Fire-Operations Verizon Aircards 14 vehicles total (added 2 in 2022)		1.00	588.00		588.00
Fire-Prevention Verizon Aircard		23.00	588.00		13,524.00
Aircards for laptops in patrol/unmarked cars		1.00	4,300.00		4,300.00
PSTRAX		1.00	216.00		216.00
2 TV's added @ \$9 each month					
0015910 001-5910-6226 MISC. CONTRACTUAL SERVICES		70.00	12.50		261,460.76 *
Fire-Active 911		12.00	170.00		875.00
American Answering Services (City ISM 24/7 on-call answering service)		1.00	550.00		2,040.00
Haligan - Daily Apparatus Maintenance		1.00	1,629.00		1,400.00
Fleet- Vehicle Maintenance DB software Annual Maintenance Went to an online product (Lic.)		1.00	17,800.00		1,629.00
Swagit online Webcast annual agreement		1.00	18,890.00		17,800.00
Laserfiche: Enterprise Rio Lic. - 50 concurrent users					18,890.00
DocumentImagingSystemincludes: LaserficheRIOSystem LFRioNamedFullUserqty52 LFRioRecordsManagementUsersqty5					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
2 LFRioScanConnectqty1 LFRioPilotPublicPortallicenseqt y1 GeoDocsqty1 DocuNavNavigatorqty1 DocuNavAutoFileqty1		1.00	24,912.00		24,912.00
Microsoft-- Server Lic/Office/Exchange/Sharepoint					
2022- 4 X MS Server 2016 DC- \$6228.00		1.00	27,473.00		27,473.00
Finance-Munis ERP annual Maintenance Contract		2.00	1,234.00		2,468.00
Engineering- AutoCad Maintenance		1.00	1,299.00		1,299.00
HOSTMONITOR Service- network monitoring software		1.00	1,785.00		1,785.00
Tyler Unlimited Client Access Maintenance		1.00	1,960.00		2,038.00
Netbrain Annual Maintenance- network monitoring		1.00	2,500.00		2,500.00
CRW-GIS TRAK Annual Maintenance		1.00	3,272.00		3,272.00
Gov Connection (CALL ON COLLEYVILLE) Customer Response Module (CRM) Hosting		1.00	3,100.00		3,100.00
Digital cloud fax model		1.00	3,900.00		3,900.00
Barracuda email Archiver		1.00	4,200.00		4,200.00
VMWARE View Desktop Annual Contract		1.00	4,600.00		4,600.00
Barracuda Spam Filter		1.00	4,850.00		5,300.00
Ocularis camera maintenance starting after original 3yr contract over.		1.00	6,394.00		6,394.00
Barracuda OFF-site Backup system upgraded size of platform in 2021					

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ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
FIRE-Emergency Reporting Software Maintenance		1.00	5,308.00		5,308.00
Reporting Systems INC.					
Finance -Tyler Overflow		1.00	5,379.00		5,379.00
Blade chassis support SERVICE IT direct		1.00	6,110.00		6,110.00
Landguard annual cost- network vulnerability assessment tool		1.00	6,600.00		6,600.00
NeoGov maintenance contract (applicant tracking software)		1.00	6,800.00		6,800.00
Agenda management Software (CIVIC PLUS)		1.00	7,140.00		7,140.00
CRW Offsite (IVR) software as a service (SAAS)		1.00	7,400.00		7,400.00
VMWARE Support Contract		1.00	8,554.00		8,554.00
Munis Disaster Recovery		1.00	12,006.00		12,006.00
Digitizing documents to laserfiche annual funding		1.00	12,000.00		12,000.00
Munis Operating System and Database Administration (OSDBA) Support and DR site		1.00	14,061.00		14,061.00
CRW permitting software Annual Maintenance Contract		1.00	17,300.00		17,300.00
Crew Sense (Fire Scheduling)		1.00	4,556.00		4,556.00
Backup system for WatchGuard Video recording station; one-time cost for FY21, removed for FY22		1.00	.00		.00
Security vulnerability and penetration test; one-time cost for FY21, removed for FY22		1.00	.00		.00
Veam Backup & Replication Enterprise - license+ Production Supp		1.00	5,571.76		5,571.76
WEBEX annual \$2000.00		1.00	6,800.00		6,800.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

monthly is \$400.

VENDOR QUANTITY UNIT COST 2022 Proposed

0015910	001-5910-6240 CELL PHONES	1.00	588.00	588.00 *
	ISM Aircard			588.00
0015910	001-5910-6246 OFFICE EQUIP & MAINTENANCE	1.00	2,184.00	33,384.00 *
	UPS Annual Battery replacement			2,184.00
	City Hall	1.00	3,200.00	3,200.00
	Council Chamber Projector bulbs			
	for overheads	1.00	22,100.00	28,000.00
	A/V Equipment City Hall,			
	Library, and Colleyville Center			
	Repair and maint. of equipment			
	(break/fix annual budget)			
	This is the average this line			
	item has been over the last			
	two years			
0015910	001-5910-6261 VEHICLE MAINTENANCE	1.00	878.00	878.00 *
	2005 Ford Expedition			878.00
	maintenance			
0015910	001-5910-6262 GAS AND OIL	1.00	500.00	500.00 *
	2005 Ford Expedition Gas/Oil			500.00
0015910	001-5910-6301 OFFICE SUPPLIES			50.00
0015910	001-5910-6302 POSTAGE	1.00	500.00	500.00 *
	Shipping for Equipment returns			500.00
0015910	001-5910-6305 UNIFORMS	16.00	45.00	900.00 *
	staff shirts			900.00
	Added part-time staff			

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0015910 001-5910-6312 COMPUTER SUPPLIES					9,105.00 *
Miscellaneous Computer Supplies		1.00	1,500.00		1,500.00
Toner/Ink for printers city-wide		1.00	7,605.00		7,605.00
0015910 001-5910-6360 MINOR OPERATING OUTLAY					47,134.00 *
Cradlepoint Wireless Routers in PD/FD Vehicles		6.00	843.00		5,058.00
backup system for watchguard video recording station; one-time cost for FY21, removed for FY22		1.00	.00		.00
Replacement of TV monitors		1.00	4,928.00		4,928.00
Community Service room technology		1.00	22,693.00		22,693.00
Replacement CID interrogation control room		1.00	14,455.00		14,455.00
0015910 001-5910-6809- TRANSFER TO CABLE/CAP EQUIP					117,000.00 *
Annual transfer to the Vehicle & Equipment Replacement Fund for technology replacement.		1.00	117,000.00		117,000.00
Includes: laptops, desktops, monitors, phones, security cameras, switches, servers, and iPads					
TOTAL INFORMATION SERVICES					985,877.76

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND
5920 IS GIS

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0015920 001-5920-6101 SALARIES					12,362.00
0015920 001-5920-6105- SALARY SAVINGS					-248.00
0015920 001-5920-6141 FICA EXPENSE					949.00
0015920 001-5920-6142 GROUP HEALTH INSURANCE					1,755.00
0015920 001-5920-6143 WORKERS' COMPENSATION					18.00
0015920 001-5920-6145 UNEMPLOYMENT COMPENSATION					29.00
0015920 001-5920-6146 RETIREMENT					1,223.00
0015920 001-5920-6148 LONGEVITY PAY					41.00
0015920 001-5920-6204- TRAVEL					2,626.00 *
Esri World User Conference		1.00	1,550.00		2,176.00
Hotel					
Annual San Diego, CA					
adjusted airfare, hotel and meals					
Mileage reimbursement		1.00	450.00		450.00
0015920 001-5920-6206 TRAINING					8,995.00 *
Microsoft Sharepoint Training		1.00	3,995.00		3,995.00
ESRI Training		1.00	5,000.00		5,000.00
0015920 001-5920-6209- DUES & SUBSCRIPTIONS					65.00 *
Southcentral ARC user group (SCUAG)		1.00	65.00		65.00
0015920 001-5920-6226 MISC. CONTRACTUAL SERVICES					41,461.00 *
Plotter Maintenance		1.00	1,131.00		1,131.00
GPS Service-Annual Service Agreement		1.00	1,230.00		1,230.00
Trimble Software					
Nexus Viewer maintenance-		1.00	3,800.00		3,800.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
online map viewing		1.00	4,000.00		4,000.00
Development Services-Application Service Consulting		1.00	4,800.00		4,800.00
I-Communities NCTCOG-Annual Maintenance agreement		1.00	25,000.00		25,000.00
Enterprise License Agreement (ESRI)		1.00	1,500.00		1,500.00
ARCGIS Drone2MAP Mapping technology to keep up with dev. between fly overs					
0015920 001-5920-6301 OFFICE SUPPLIES					5,430.00 *
Plotter Paper Rolls 36"		4.00	100.00		400.00
Outside Plotter Prints larger than 36"		1.00	780.00		780.00
Plotter Ink		2.00	1,250.00		2,500.00
Office Supplies - Printing and Binding (Map Books)		1.00	1,750.00		1,750.00
0015920 001-5920-6305 UNIFORMS					90.00 *
staff shirts		1.00	90.00		90.00
TOTAL IS GIS					74,796.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

6310 CAPITAL EQUIPMENT RESERVE

0016310 001-6310-6810 CAPITAL EQUIPMENT RESERVE

Fire Apparatus replacement
 program

Vehicle and Capital Equipment
 Replacement

VENDOR	QUANTITY	UNIT COST	2022	Proposed
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1.00

150,000.00

371,000.00 *
 150,000.00

1.00

221,000.00

221,000.00

TOTAL CAPITAL EQUIPMENT RESERVE

371,000.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

9999 NON-DEPARTMENTAL

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0019999 001-9999-6203- INSURANCE SHARE		1.00	170,000.00	170,000.00	170,000.00 *
Property and liability insurance for the General Fund (68% to General Fund) - anticipated 15% FY2019 increase					
0019999 001-9999-6234- CREDIT CARD CONV FEES				20,000.00	
0019999 001-9999-6238- ELECTRICITY		1.00	335,000.00	335,000.00	335,000.00 *
TCAP projections based on historical usage and lower prices in new contract beginning mid-FY2017					
0019999 001-9999-6241- TELEPHONE		12.00	2,000.00	150,000.00	24,000.00 *
AT&T bill- \$2,000 per month					
		12.00	7,000.00	84,000.00	
Time Warner- PRIs					
		1.00	13,500.00	13,500.00	
Moves/Adds/Changes city-wide phone system					
		1.00	17,000.00	17,000.00	
SmartNet contract- annual maintenance fee for new phone equipment					
		1.00	11,500.00	11,500.00	
Anticipated collective increase for FY21					
0019999 001-9999-6246- OFFICE EQUIP & MAINTENANCE		1.00	45,000.00	45,000.00	45,000.00 *
Lease of Copiers and Maintenance (General Fund Portion)					
0019999 001-9999-6248- GAS		1.00	30,000.00	30,000.00	30,000.00 *

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0019999 001-9999-6251- T.R.A. WATER		1.00	210,000.00	210,000.00	210,000.00 *
General Fund to pay the Utility Fund for City water use					
0019999 001-9999-6281- COMMUNICATIONS MAINTENANCE		1.00	149,982.00	149,982.00	149,982.00 *
Radio and radio tower expenses					
0019999 001-9999-6302- POSTAGE					15,880.00
TOTAL NON-DEPARTMENTAL					1,125,862.00
TOTAL GENERAL FUND					50,789,832.89

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0000	UNDEFINED				
0020000	002-0000-5716	EARNED INTEREST			14,000.00
0020000	002-0000-5719	MISCELLANEOUS			15,000.00
0020000	002-0000-5817	WATER REVENUE-BASE RATE			1,985,445.00
0020000	002-0000-5818	SEWER REVENUE-BASE RATE			1,452,695.00
0020000	002-0000-5821	SEWER INSTALLATION			15,000.00
0020000	002-0000-5822	WATER INSTALLATION			42,000.00
0020000	002-0000-5823-	WATER REVENUE-VOLUME RATE			10,605,069.00
0020000	002-0000-5824-	SEWER REVENUE-VOLUME RATE			3,303,963.00
0020000	002-0000-5827	ENGINEERING & DEVELOP CHARGES			5,000.00
0020000	002-0000-5833	PENALTIES			200,000.00
TOTAL UNDEFINED					17,638,172.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

2010	UTILITY BILLING	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0022010	002-2010-6101 SALARIES					197,064.00
0022010	002-2010-6139 OVERTIME					1,293.00
0022010	002-2010-6141 FICA EXPENSE					15,498.00
0022010	002-2010-6142 GROUP HEALTH INSURANCE					50,135.00
0022010	002-2010-6143 WORKERS' COMPENSATION					294.00
0022010	002-2010-6145 UNEMPLOYMENT COMPENSATION					828.00
0022010	002-2010-6146 RETIREMENT					19,981.00
0022010	002-2010-6148 LONGEVITY PAY					2,258.00
0022010	002-2010-6152 ACCRUED LEAVE PAY					1,932.00
0022010	002-2010-6204- TRAVEL					4,000.00 *
	Utility Billing Supervisor and Analyst - Tyler Technologies Conference 2020		2.00	2,000.00		4,000.00
0022010	002-2010-6206- TRAINING					6,198.00 *
	Training Class TBD for utility billing staff		2.00	99.00		198.00
	MUNIS AND OTHER SOFTWARE TRAINING AND ENHANCEMENTS. (EXAMPLES MUNIS SELF-SERVICE, CRYSTAL REPORTS)		1.00	6,000.00		6,000.00
0022010	002-2010-6221 AUDIT					30,081.00 *
	GFOA - REVIEW FEE FOR PAFR AWARD (SPLIT 50/50 WITH FINANCE)		1.00	225.00		225.00
	GFOA - REVIEW FEE FOR CAFR AWARD (SPLIT 50/50 WITH FINANCE)		1.00	253.00		253.00
	ANNUAL AUDIT (Utility Fund Portion)		1.00	28,568.00		29,603.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0022010 002-2010-6225 COMPUTER SERVICES					33,926.79 *
Core & Main (Insight) Trimble Hand Held Meter Reading Yearly Maintenance		4.00	691.00		3,040.40
Munis Support & Update Licensing - IVR Gateway		1.00	1,876.49		1,876.49
Core & Main (INSIGHT) Billing/Meter Reading Software Yearly Maintenance Contract		1.00	2,079.00		2,286.90
Munis ERP Financial Suite Annual Maintenance Contract		1.00	26,723.00		26,723.00
0022010 002-2010-6226 MISC. CONTRACTUAL SERVICES					43,800.00 *
Infosend Outsource Printing / Mailing of Utility Bills/Insert PDF File		1.00	43,800.00		43,800.00
\$15,300 added in FY21 based on anticipated absorption of \$1.95/ACH, averaging an estimated 500 per month (25% using eBill and 25% using SMS text bill).					
0022010 002-2010-6233 BANK SERVICE CHARGES					7,492.00 *
Wells Fargo - check clearing/deposit posting (70 % split with General Fund)		1.00	3,742.00		3,742.00
GARD CL SW - courier charges armored delivery (70% - 30% to General Fund)		1.00	3,750.00		3,750.00
0022010 002-2010-6246 OFFICE EQUIP & MAINTENANCE					1,753.00 *
Automatic Letter Opener Annual Contract		1.00	200.00		200.00
Shredder Maintenance Cleaning/Maintenance		1.00	695.00		695.00
Two replacement charging cradles for meter readers. These are one-time for FY21.		2.00	429.00		858.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0022010 002-2010-6285 BUILDING MAINT & SUPPLIES					
		1.00	7,807.00		7,807.00 *
	ORIENTAL BLDG SERVICES - Janitorial Service 1/6 of City Hall				7,807.00
0022010 002-2010-6301 OFFICE SUPPLIES					
		1.00	670.00		670.00 *
	STAPLES - misc supplies				670.00
0022010 002-2010-6302 POSTAGE					
		1.00	2,700.00		53,808.00 *
	PURCHASE POWER - postage for meter				2,700.00
		1.00	50,958.00		50,958.00
	Infosend - metered postage Utility Bills				
		1.00	150.00		150.00
	USPS - P.O.Box Rental for Box 1016 Return Address for Utility Bills				
0022010 002-2010-6303 OPERATING SUPPLIES					
		1.00	55.00		1,675.00 *
	STEVE STRANGE - forms				55.00
		1.00	120.00		120.00
	Deposit Slips 50 per book @\$4.79 x 7 books = 33.00 Deposit Bags 100 per box @\$21.80 x 4 boxes = 87.00				
		1.00	250.00		250.00
	PRINTING SYSTEMS INC - notices/forms				
		1.00	500.00		500.00
	CPI ONE POINT - copy paper				
		1.00	750.00		750.00
	STAPLES - misc supplies				
0022010 002-2010-6308 PRINTING					
		200.00	1.70		790.00 *
	1/2 of the cost for printing the PAFR (400 copies @ \$1.7 each)				340.00
		1.00	450.00		450.00
	STEVE STRANGE - deposit books, letter head & envelopes				

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0022010 002-2010-6312 COMPUTER SUPPLIES					1,629.00 *
STAPLES - HP Laser Printers - toner/supplies		1.00	1,629.00		1,629.00

TOTAL UTILITY BILLING 482,912.79

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ACCOUNTS FOR:
UTILITY FUND
 5920 IS GIS

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0025920 002-5920-6101- SALARIES					57,393.00
0025920 002-5920-6141- FICA EXPENSE					4,406.00
0025920 002-5920-6142- GROUP HEALTH INSURANCE					8,147.00
0025920 002-5920-6143- WORKERS' COMPENSATION					84.00
0025920 002-5920-6145- UNEMPLOYMENT COMPENSATION					135.00
0025920 002-5920-6146- RETIREMENT					5,680.00
0025920 002-5920-6148- LONGEVITY PAY					189.00
TOTAL IS GIS					76,034.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

6110	UTILITY OPERATIONS WATER	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026110	002-6110-6101 SALARIES					331,011.00
0026110	002-6110-6135 STANDBY PAY					3,006.00
0026110	002-6110-6139 OVERTIME					18,105.00
0026110	002-6110-6141 FICA EXPENSE					27,857.00
0026110	002-6110-6142 GROUP HEALTH INSURANCE					87,737.00
0026110	002-6110-6143 WORKERS' COMPENSATION					5,939.00
0026110	002-6110-6145 UNEMPLOYMENT COMPENSATION					1,449.00
0026110	002-6110-6146 RETIREMENT					35,913.00
0026110	002-6110-6147 INCENTIVE PAY					600.00
0026110	002-6110-6148 LONGEVITY PAY					4,103.00
0026110	002-6110-6152 ACCRUED LEAVE PAY					7,227.00
0026110	002-6110-6206 TRAINING					5,510.00 *
	Work Zone Safety (7 FTE's)		7.00	200.00		1,400.00
	NCTCOG Water Courses		4.00	300.00		1,200.00
	Texas A&M Engineering Extension Service (TEEX) Training (6 FTE's)		6.00	385.00		2,310.00
	Backflow Training Course		1.00	600.00		600.00
0026110	002-6110-6207 PRE-EMPLOYMENT					647.00
0026110	002-6110-6209 DUES & SUBSCRIPTIONS					1,973.00 *
	Texas Water Utilities Association (TWUA) (3 Equipment Operators & Water and Wastewater Supervisor)		4.00	112.50		450.00
	Backflow Prevention Assembly Tester (Water and Wastewater Supervisor)		1.00	330.00		330.00
	Water License Renewal (Superintendent, Manager, Equipment Operator)		1.00	330.00		330.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
	American Water Works Association (Division)	1.00	752.00		752.00
	Customer Service Inspector (Water/Wastewater Manager)	1.00	111.00		111.00
0026110 002-6110-6226 MISC. CONTRACTUAL SERVICES					40,146.00 *
	DART ROW Agreement 980501 (12' waterline 790' W of John McCain)	1.00	300.00		300.00
	DART ROW Agreement 991004 (8" waterline 1,980' W of John McCain)	1.00	300.00		300.00
	Networkfleet GPS Monitoring	1.00	1,246.00		1,246.00
	DART ROW Agreement 221210 (12" Waterline Pleasant Run)	1.00	1,800.00		1,800.00
	VueWorks Asset Management Software Subscription	1.00	6,000.00		6,000.00
	SCADA Maintenance	1.00	3,000.00		3,000.00
	Mowing Services	1.00	9,000.00		9,000.00
	DART ROW Agreement 200791 (16" Water Line)	1.00	18,500.00		18,500.00
0026110 002-6110-6231 LEGAL ADVERTISING					100.00
0026110 002-6110-6240 CELL PHONES					990.00 *
	Two (2) After-Hour Cell Phones	1.00	990.00		990.00
0026110 002-6110-6245 EQUIPMENT RENTAL					1,500.00 *
	Emergency Rental of Pumps and Equipment	1.00	1,500.00		1,500.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026110 002-6110-6251 T.R.A. WATER				10,605,069.00 *	
FY 2021 estimated TRA debt service		1.00	3,681,457.00	3,681,457.00	
FY 2021 estimated TRA volumetric charges		1.00	6,923,612.00	6,923,612.00	
0026110 002-6110-6253 WATER SAMPLES				16,000.00 *	
Water samples for water quality testing		1.00	16,000.00	16,000.00	
0026110 002-6110-6261 VEHICLE MAINTENANCE				6,000.00 *	
Vehicles 679, 805E, 822, and 883		1.00	6,000.00	6,000.00	
0026110 002-6110-6262 GAS AND OIL				12,950.00	
0026110 002-6110-6274 METER MAINT AND TESTING				500.00	
0026110 002-6110-6284 EQUIPMENT MAINTENANCE				10,000.00 *	
Equipment 809, 810, 884 885, 894, 895, 897		1.00	10,000.00	10,000.00	
0026110 002-6110-6296 WATER LICENSING FEE				25,000.00 *	
TCEQ fee for water system at \$2.45 per connection		1.00	25,000.00	25,000.00	
0026110 002-6110-6302 POSTAGE				2,000.00	
0026110 002-6110-6304 CHEMICALS				12,000.00	
0026110 002-6110-6305 UNIFORMS				5,740.00 *	
Uniform Rental and Miscellaneous Clothing Supply (7 Water Crew Personnel)		1.00	5,740.00	5,740.00	

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026110 002-6110-6308 PRINTING					9,000.00 *
Printing of door hangers		1.00	300.00		300.00
Water Quality Report		1.00	8,700.00		8,700.00
0026110 002-6110-6313 SMALL TOOLS					3,400.00
0026110 002-6110-6324 REPAIR & MAINTENANCE					107,219.00 *
Water and Pipe Supplies		1.00	3,560.00		3,560.00
Pump Maintenance		1.00	10,000.00		10,000.00
Storage System Maintenance		1.00	13,750.00		13,750.00
LD Lockett Pump Maintenance		1.00	20,000.00		20,000.00
Water System Maintenance		1.00	59,909.00		59,909.00
0026110 002-6110-6360 MINOR OPERATING OUTLAY					25,000.00 *
Installation of heaters at the McPherson and Hall Johnson water towers		.00	.00		25,000.00
0026110 002-6110-6654 WATER METER & FIRE PLUGS					100,000.00 *
Water meters and fire hydrants		1.00	100,000.00		100,000.00
TOTAL UTILITY OPERATIONS WATER					11,513,691.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

6120	UTILITY OPERATIONS WASTEWATER	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026120	002-6120-6101 SALARIES					153,963.00
0026120	002-6120-6105- SALARY SAVINGS					-1,818.00
0026120	002-6120-6135 STANDBY PAY					2,879.00
0026120	002-6120-6139 OVERTIME					17,141.00
0026120	002-6120-6141 FICA EXPENSE					13,660.00
0026120	002-6120-6142 GROUP HEALTH INSURANCE					50,135.00
0026120	002-6120-6143 WORKERS' COMPENSATION					3,413.00
0026120	002-6120-6145 UNEMPLOYMENT COMPENSATION					828.00
0026120	002-6120-6146 RETIREMENT					17,610.00
0026120	002-6120-6148 LONGEVITY PAY					2,543.00
0026120	002-6120-6152 ACCRUED LEAVE PAY					1,997.00
0026120	002-6120-6206 TRAINING					3,305.00 *
	Work Zone Safety (3 FTE's)		3.00	200.00		600.00
	NCTCOG Wastewater Courses		4.00	300.00		1,200.00
	Supervisory Training (Water and Wastewater Supervisor)		1.00	350.00		350.00
	Texas A&M Engineering Extension Service (TEEX) Training (3 FTE's)		3.00	385.00		1,155.00
0026120	002-6120-6207 PRE-EMPLOYMENT					367.00
0026120	002-6120-6209 DUES & SUBSCRIPTIONS					2,263.00 *
	American Water Works Association (Division)		1.00	752.00		752.00
	NCTCOG Wastewater Program		1.00	1,400.00		1,400.00
	Wastewater License Renewal		1.00	111.00		111.00

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ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026120 002-6120-6226 MISC. CONTRACTUAL SERVICES					13,117.00 *
Networkfleet GPS Monitoring		1.00	1,557.00		1,557.00
Leasing/Repair of Air Monitors (Q-Rae)		1.00	1,960.00		1,960.00
VueWorks Asset Management Software Subscription		1.00	5,000.00		5,000.00
Maintenance Agreement Camera Equipment		1.00	4,600.00		4,600.00
0026120 002-6120-6252 T.R.A. SEWER					3,303,963.00 *
FY 2021 estimate for TRA wastewater flows and debt		1.00	3,303,963.00		3,303,963.00
0026120 002-6120-6261 VEHICLE MAINTENANCE					1,500.00 *
Vehicle 800E, 821, and 892		1.00	1,500.00		1,500.00
0026120 002-6120-6262 GAS AND OIL					10,300.00
0026120 002-6120-6284 EQUIPMENT MAINTENANCE					16,000.00 *
Maintenance of Camera Equipment		1.00	1,000.00		1,000.00
Equipment 804A, 819, 820, 820AB, 893T, 898		1.00	15,000.00		15,000.00
0026120 002-6120-6304 CHEMICALS					15,000.00 *
Chemicals for Wastewater System		1.00	6,000.00		6,000.00
Chemicals for Overland Trail Lift Station		1.00	9,000.00		9,000.00
0026120 002-6120-6305 UNIFORMS					3,280.00 *
Uniform Rental and Miscellaneous Clothing Supply (3 Wastewater Crew Personnel)		1.00	3,280.00		3,280.00

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ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026120 002-6120-6313 SMALL TOOLS					2,000.00
0026120 002-6120-6324 REPAIR & MAINTENANCE					38,821.00 *
Sewer Pipe Supply		1.00	2,000.00		2,000.00
Lift Station and Pump Maintenance		1.00	6,000.00		6,000.00
Wastewater System Maintenance		1.00	30,821.00		30,821.00
0026120 002-6120-6326 SAFETY EQUIPMENT/SUPPLIES					500.00
TOTAL UTILITY OPERATIONS WASTEWATER					3,672,767.00

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ACCOUNTS FOR:
UTILITY FUND

6130 UTILITY SUPPORT

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026130 002-6130-6101 SALARIES					829,870.00
0026130 002-6130-6135 STANDBY PAY					2,503.00
0026130 002-6130-6139 OVERTIME					20,090.00
0026130 002-6130-6141 FICA EXPENSE					66,167.00
0026130 002-6130-6142 GROUP HEALTH INSURANCE					146,646.00
0026130 002-6130-6143 WORKERS' COMPENSATION					4,965.00
0026130 002-6130-6145 UNEMPLOYMENT COMPENSATION					2,381.00
0026130 002-6130-6146 RETIREMENT					85,303.00
0026130 002-6130-6147 INCENTIVE PAY					1,800.00
0026130 002-6130-6148 LONGEVITY PAY					6,711.00
0026130 002-6130-6152 ACCRUED LEAVE PAY					3,810.00
0026130 002-6130-6206 TRAINING					7,030.00 *
		1.00	385.00		385.00
Pump and Motor Maintenance (Pump Maintenance Operator)		1.00	500.00		500.00
Certified Floodplain Manager Training (Project Engineer)		1.00	600.00		600.00
Work Zone Safety (3 FTE's)		1.00	1,000.00		1,000.00
Texas Public Works Association (TPWA) Short Course (Project Engineer)		1.00	1,155.00		1,155.00
Texas A&M Engineering Extension Service (TEEX) Training (3 FTE's)		1.00	1,170.00		1,170.00
Public Works Road-E-0 45% of \$2,600 cost		1.00	1,250.00		1,250.00
Texas American Water Works Association (AWWA) Annual Conference - "Texas Water" (Water and Wastewater Maintenance and Operations Manager)		1.00	200.00		200.00
Texas Public Works Association					

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ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
(TPWA) Local Training Functions (Project Engineer)		1.00	290.00		290.00
Texas Water Laws and Regulations (Project Engineer)		1.00	480.00		480.00
Texas Water Utilities Association (TWUA) Regional School (PW Director/2 Managers)					
0026130 002-6130-6207 PRE-EMPLOYMENT					201.00
0026130 002-6130-6208 ORGANIZATIONAL DEVELOPMENT		1.00	1,000.00		6,121.00 *
Departmental Development		1.00	5,121.00		1,000.00
Organizational Development					5,121.00
0026130 002-6130-6209 DUES & SUBSCRIPTIONS		1.00	40.00		4,451.00 *
P.E. Renewal (Project Engineer)		1.00	90.00		40.00
Certified Floodplain Manager (Project Engineer)		4.00	110.00		90.00
Texas Water Utilities Association (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator, and Meter Services Worker)		2.00	110.00		440.00
Wastewater License (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator)		2.00	110.00		220.00
Water License (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator)		4.00	202.50		220.00
APWA (Water and Wastewater Maintenance and Operations Manager, Project Engineer, Water and Wastewater Supervisor)		1.00	2,631.00		810.00
Regional Public Works Program (1/2 cost)					2,631.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026130 002-6130-6225 COMPUTER SERVICES					6,020.00 *
WI-FI Cards for Field Connectivity- monthly charge		12.00	85.00		1,020.00
CRM Software (1/3 here; 1/3 drainage; 1/3 ISM)		1.00	2,000.00		2,000.00
SCADA Wonderware Software Maintenance		1.00	3,000.00		3,000.00
0026130 002-6130-6226- MISC. CONTRACTUAL SERVICES					21,869.00 *
Networkfleet GPS Monitoring		1.00	1,869.00		1,869.00
Establish a Council Contingency budget for the Utility Fund for emergencies or unanticipated work needed		1.00	20,000.00		20,000.00
0026130 002-6130-6246 OFFICE EQUIP & MAINTENANCE					1,840.00 *
Office Equipment & Maintenance		1.00	1,840.00		1,840.00
0026130 002-6130-6261 VEHICLE MAINTENANCE					4,000.00 *
Vehicles 801E, 802E, 803E, 804E, 817, 881		1.00	4,000.00		4,000.00
0026130 002-6130-6262 GAS AND OIL					16,350.00
0026130 002-6130-6284 EQUIPMENT MAINTENANCE					400.00 *
Equipment 801, 813, and 823		1.00	400.00		400.00
0026130 002-6130-6285 BUILDING MAINT & SUPPLIES					10,765.00 *
Floor Mats Contract (55% of \$1,351)		1.00	745.00		745.00
Misc Repairs of Service Center (55% of \$6,000)		1.00	3,300.00		3,300.00
Custodial Contract for Public Works Service Center (55% of \$12,220)		1.00	6,720.00		6,720.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026130 002-6130-6287 PROPERTY MAINTENANCE					3,000.00 *
Water tower restroom maintenance and water tank landscape maintenance		1.00	3,000.00		3,000.00
0026130 002-6130-6301 OFFICE SUPPLIES					1,800.00
0026130 002-6130-6303 OPERATING SUPPLIES					900.00
0026130 002-6130-6305 UNIFORMS					4,920.00 *
Uniform Rental and Miscellaneous Clothing Supply (5 Utility Support Personnel)		1.00	4,920.00		4,920.00
0026130 002-6130-6308 PRINTING					485.00
0026130 002-6130-6313 SMALL TOOLS					2,000.00
0026130 002-6130-6314- BUILDING SUPPLIES					705.00 *
Paper Supplies for Service Center- 47% of \$1,500		1.00	705.00		705.00
0026130 002-6130-6326 SAFETY EQUIPMENT/SUPPLIES					7,725.00 *
Barricades, Cones, Personal Protective Equipment (Gloves, Germicide, Sunscreen, Electrolytes, etc.) for Utility Support, Water and Wastewater		1.00	7,725.00		7,725.00
0026130 002-6130-6360 MINOR OPERATING OUTLAY					2,500.00 *
Executime Time Entry Software		1.00	2,500.00		2,500.00
TOTAL UTILITY SUPPORT					1,273,328.00

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ACCOUNTS FOR:
UTILITY FUND

6410 TRANSFERS

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0026410 002-6410-6805- TRANSFER TO CAPITAL PROJECTS		1.00	81,100.00	81,100.00 *	81,100.00
Annual funding for Utility Fund vehicle and capital equipment replacement					
0026410 002-6410-6811 TRANSFER TO GENERAL FUND		1.00	304,738.69	304,738.69 *	304,738.69
Utility Fund to pay for 12.7% of General Fund internal service personnel (based on percent of total FTEs that are Utility Fund in FY20 prelim budget). The internal service personnel costs include the following departments:					
Human Resources					
Finance					
City Manager's Office					
Information Services					
City Secretary's Office					
Communications					
Updated through FY22					
TOTAL TRANSFERS				385,838.69	

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

9999 NON-DEPARTMENTAL

		VENDOR	QUANTITY	UNIT COST	2022	Proposed
0029999	002-9999-6203- INSURANCE SHARE					
	Property and liability insurance for the Utility Fund - anticipated 15% increase for FY2019		1.00	87,437.00		87,437.00 *
						87,437.00
0029999	002-9999-6238- ELECTRICITY					
	Based on TCAP's estimates and lower rates beginning mid-FY2017		1.00	105,454.00		105,454.00 *
						105,454.00
0029999	002-9999-6241- TELEPHONE					3,896.00
0029999	002-9999-6246- OFFICE EQUIP & MAINTENANCE					
	Copier Lease and Maintenance (Utility Fund Portion)		1.00	3,165.00		3,165.00 *
						3,165.00
0029999	002-9999-6248- GAS					9,225.00
0029999	002-9999-6281- COMMUNICATIONS MAINTENANCE					
	NRH Contract/Consortium \$17,097		1.00	19,377.00		19,377.00 *
	City of Fort Worth Contract \$5,263					19,377.00
	American Tower Corporation Lease (Eules Tower) \$8,910					
	Motorola Maintenance Hardware \$53,499					
	SUA-II \$27,982					
	Batteries, parts, and repairs \$10,000					
	A/C Contract and repairs \$6,000					
	Radio Tower propane \$800					
	Radio Tower Site insurance \$1,000					
	Grapevine Radio Tower Antennae Relocation \$18,500					
	TOTAL: \$149,051					
	General Fund portion: \$126,693					
	Utility Fund portion: \$19,377					
	Drainage Fund portion: \$2,981					

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

0029999 002-9999-6302- POSTAGE

VENDOR	QUANTITY	UNIT COST	2022	Proposed
				5,051.00

TOTAL NON-DEPARTMENTAL
 TOTAL UTILITY FUND

35,276,348.48

233,605.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
DEBT SERVICE FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0000	UNDEFINED				
0040000	004-0000-5101	CURRENT TAXES			615,000.00
0040000	004-0000-5102	DELINQUENT TAXES			1,500.00
0040000	004-0000-5103	PENALTY & INTEREST			5,000.00
0040000	004-0000-5716	EARNED INTEREST			6,000.00
TOTAL UNDEFINED					627,500.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
DEBT SERVICE FUND
 6510 DEBT SERVICE

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0046510 004-6510-6526- G.O. REFUNDING BONDS (2016)					425,000.00
0046510 004-6510-6580- 2020 PUMPER LEASE					120,700.19
0046510 004-6510-6583- 2016 FIRE ENGINE LEASE					48,484.94 *
Annual lease purchase payment on 2016 Fire Engine (10 year)		1.00	48,484.94		48,484.94
0046510 004-6510-6585 2018 AMBULANCE LEASE					49,988.00
0046510 004-6510-6586- 2019 AMBULANCE LEASE					120,000.00
0046510 004-6510-6595 BOND PAYMENT INTEREST					56,225.00
0046510 004-6510-6599 PAYING AGENTS FEES					1,500.00
TOTAL DEBT SERVICE					821,898.13
TOTAL DEBT SERVICE FUND		1,449,398.13			

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

0000 UNDEFINED

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0170000 017-0000-5716 EARNED INTEREST					6,242.00
0170000 017-0000-5833 PENALTIES					9,626.00
0170000 017-0000-5942 DRAINAGE FEE REVENUES					1,015,000.00
TOTAL UNDEFINED					1,030,868.00

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND
 5210 DRAINAGE

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0175210 017-5210-6101 SALARIES					215,110.00
0175210 017-5210-6135 STANDBY PAY					3,221.00
0175210 017-5210-6139 OVERTIME					18,500.00
0175210 017-5210-6141 FICA EXPENSE					20,158.00
0175210 017-5210-6142 GROUP HEALTH INSURANCE					63,923.00
0175210 017-5210-6143 WORKERS' COMPENSATION					4,406.00
0175210 017-5210-6145 UNEMPLOYMENT COMPENSATION					1,056.00
0175210 017-5210-6146 RETIREMENT					25,989.00
0175210 017-5210-6148 LONGEVITY PAY					4,168.00
0175210 017-5210-6152 ACCRUED LEAVE PAY					22,437.00
0175210 017-5210-6206 TRAINING					2,782.00 *
		4.00	200.00		800.00
Traffic Safety Training (4 FTE's)		4.00	385.00		1,540.00
Texas A&M Engineering Extension Service (TEEX) Training (2 Equipment Operators + 2 Field Technician)		1.00	442.00		442.00
Public Works Road-E-0 17% of \$2,600 cost					
0175210 017-5210-6207 PRE-EMPLOYMENT					302.00
0175210 017-5210-6221 AUDIT					1,500.00 *
		1.00	1,500.00		1,500.00
Patillo, Brown, & Hill annual audit- Drainage Fund portion					
0175210 017-5210-6223 ENGINEERING SERVICES					25,000.00

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ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0175210 017-5210-6225 COMPUTER SERVICES		1.00	2,000.00		2,000.00 *
Government Outreach (CRM)					2,000.00
0175210 017-5210-6226 MISC. CONTRACTUAL SERVICES		1.00	100.00		7,446.00 *
DART ROW Agreement 920526 (Ditch Near Pleasant Run Road)		1.00	100.00		100.00
DART ROW Agreement 941104 (Oak Crest Subdivision)		1.00	1,246.00		1,246.00
Networkfleet GPS Monitoring		1.00	3,000.00		3,000.00
VueWorks Asset Management Software Subscription		1.00	3,000.00		3,000.00
Ditch Spraying in Public ROW					
0175210 017-5210-6245 EQUIPMENT RENTAL		1.00	6,000.00		6,000.00 *
Rental of Excavators, Loaders, Pumps and Other Necessary Equipment					6,000.00
0175210 017-5210-6261 VEHICLE MAINTENANCE		1.00	2,850.00		2,850.00 *
Vehicles 682, 697					2,850.00
0175210 017-5210-6262 GAS AND OIL					19,650.00
0175210 017-5210-6284 EQUIPMENT MAINTENANCE		1.00	10,900.00		10,900.00 *
Equipment 604, 604A, 686, 688, 896					10,900.00
0175210 017-5210-6285 BUILDING MAINT & SUPPLIES		1.00	216.00		3,097.00 *
Service Center floor mats contract (16%)		1.00	1,020.00		216.00
Misc. repairs to Service Center (16%)		1.00	1,861.00		1,020.00
Service Center Custodial Contract (16%)					1,861.00

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ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0175210 017-5210-6301 OFFICE SUPPLIES					500.00
0175210 017-5210-6305 UNIFORMS		1.00	4,100.00		4,100.00 *
Uniform Rental and Miscellaneous Clothing Supply (5 Drainage Crew Personnel)					4,100.00
0175210 017-5210-6313 SMALL TOOLS					1,703.00
0175210 017-5210-6314- BUILDING SUPPLIES		1.00	240.00		240.00 *
Paper Supplies for Service Center- 16% of \$1,500					240.00
0175210 017-5210-6324- REPAIR & MAINTENANCE		1.00	40,885.00		40,885.00 *
Drainage Maintenance and Supply (Curlex, rip rap seed, tarps, etc.)					40,885.00
0175210 017-5210-6326 SAFETY EQUIPMENT/SUPPLIES					2,085.00
TOTAL DRAINAGE					510,008.00

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ACCOUNTS FOR: DRAINAGE FEE FUND		VENDOR	QUANTITY	UNIT COST	2022	Proposed
5220	STORM WATER MANAGEMENT					
0175220	017-5220-6101 SALARIES					75,126.00
0175220	017-5220-6141 FICA EXPENSE					6,092.00
0175220	017-5220-6142 GROUP HEALTH INSURANCE					13,787.00
0175220	017-5220-6143 WORKERS' COMPENSATION					229.00
0175220	017-5220-6145 UNEMPLOYMENT COMPENSATION					228.00
0175220	017-5220-6146 RETIREMENT					7,853.00
0175220	017-5220-6148 LONGEVITY PAY					1,485.00
0175220	017-5220-6152 ACCRUED LEAVE PAY					2,989.00
0175220	017-5220-6206 TRAINING					750.00 *
	Extended Education Classes for Code Enforcement Certification (Environmental Compliance Officer)		1.00	750.00		750.00
0175220	017-5220-6209 DUES & SUBSCRIPTIONS					3,735.00 *
	Code Enforcement License Renewal (Env Compl Officer)		1.00	40.00		40.00
	Pesticide License Renewal		1.00	75.00		75.00
	TCEQ Stormwater Annual Permit		1.00	400.00		400.00
	NCTCOG Stormwater Program		1.00	3,220.00		3,220.00
0175220	017-5220-6221 AUDIT					500.00
0175220	017-5220-6226 MISC. CONTRACTUAL SERVICES					32,812.00 *
	Networkfleet GPS Monitoring		1.00	312.00		312.00
	Replacement of Clean Sweep banners		1.00	500.00		500.00
	Hazardous Waste Disposal and Spring Sweep Event		1.00	32,000.00		32,000.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 160
bgnyrpts

PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0175220 017-5220-6229 COMMUNITY RELATIONS					1,200.00
0175220 017-5220-6261 VEHICLE MAINTENANCE					250.00 *
Vehicle 701E		1.00	250.00		250.00
0175220 017-5220-6262 GAS AND OIL					4,000.00
0175220 017-5220-6303 OPERATING SUPPLIES					1,000.00
0175220 017-5220-6305 UNIFORMS					500.00 *
Boots and City Shirts (Environmental Compliance Officer)		1.00	500.00		500.00
0175220 017-5220-6313 SMALL TOOLS					300.00
0175220 017-5220-6326 SAFETY EQUIPMENT/SUPPLIES					185.00
TOTAL STORM WATER MANAGEMENT					153,021.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND
 5920 IS GIS

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0175920 017-5920-6101- SALARIES					18,543.00
0175920 017-5920-6141- FICA EXPENSE					1,423.00
0175920 017-5920-6142- GROUP HEALTH INSURANCE					2,632.00
0175920 017-5920-6143- WORKERS' COMPENSATION					27.00
0175920 017-5920-6145- UNEMPLOYMENT COMPENSATION					43.00
0175920 017-5920-6146- RETIREMENT					1,835.00
0175920 017-5920-6148- LONGEVITY PAY					61.00
TOTAL IS GIS					24,564.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND
9999 NON-DEPARTMENTAL

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0179999 017-9999-6203- INSURANCE SHARE		1.00	2,631.00		2,631.00 *
Property and liability insurance for the Drainage Fund					2,631.00
0179999 017-9999-6238- ELECTRICITY					200.00
0179999 017-9999-6248- GAS					600.00
0179999 017-9999-6281- COMMUNICATIONS MAINTENANCE		1.00	2,981.00		2,981.00 *
NRH Contract/Consortium \$17,097					
City of Fort Worth Contract \$5,263					
American Tower Corporation Lease (Eules Tower) \$8,910					
Motorola Maintenance Hardware \$53,499					
SUA-II \$27,982					
Batteries, parts, and repairs \$10,000					
A/C Contract and repairs \$6,000					
Radio Tower propane \$800					
Radio Tower Site insurance \$1,000					
Grapevine Radio Tower Antennae Relocation \$18,500					
TOTAL: \$149,051					
General Fund portion: \$126,693					
Utility Fund portion: \$19,377					
Drainage Fund portion: \$2,981					
0179999 017-9999-6302- POSTAGE					200.00
TOTAL NON-DEPARTMENTAL					6,612.00
TOTAL DRAINAGE FEE FUND		1,725,073.00			

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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bgnyrpts

PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
HOTEL TAX FUND

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0000	UNDEFINED				
0380000	038-0000-5310- HOTEL TAX				250,000.00
0380000	038-0000-5716- EARNED INTEREST				2,500.00
	TOTAL UNDEFINED				252,500.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

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PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
HOTEL TAX FUND
 3610 COMMUNICATIONS

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0383610 038-3610-6101- SALARIES					71,291.00
0383610 038-3610-6105- SALARY SAVINGS					-457.00
0383610 038-3610-6141- FICA EXPENSE					5,476.00
0383610 038-3610-6142- GROUP HEALTH INSURANCE					12,534.00
0383610 038-3610-6143- WORKERS' COMPENSATION					104.00
0383610 038-3610-6145- UNEMPLOYMENT COMPENSATION					207.00
0383610 038-3610-6146- RETIREMENT					7,059.00
0383610 038-3610-6148- LONGEVITY PAY					285.00
0383610 038-3610-6205- PROMOTE/IMPROVE ARTS					47,000.00 *
Concerts in the Village		6.00	5,000.00		30,000.00
Car Show		1.00	17,000.00		17,000.00
TOTAL COMMUNICATIONS					143,499.00

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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
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PROJECTION: 20221 FY 2022 Operating Budget
ACCOUNTS FOR:
HOTEL TAX FUND
3710 COLLEVILLE CENTER

	VENDOR	QUANTITY	UNIT COST	2022	Proposed
0383710 038-3710-6101- SALARIES					65,239.00
0383710 038-3710-6105- SALARY SAVINGS					-1,374.00
0383710 038-3710-6141- FICA EXPENSE					5,257.00
0383710 038-3710-6142- GROUP HEALTH INSURANCE					7,520.00
0383710 038-3710-6143- WORKERS' COMPENSATION					199.00
0383710 038-3710-6145- UNEMPLOYMENT COMPENSATION					207.00
0383710 038-3710-6146- RETIREMENT					6,778.00
0383710 038-3710-6148- LONGEVITY PAY					486.00
0383710 038-3710-6152- ACCRUED LEAVE PAY					4,211.00
0383710 038-3710-6236- ADVERTISING					15,800.00 *
Promotional swag and give away items- Bags, pens, paper, bride and groom squeeze dolls, custom contract folders and other promotional items used to promote Center.		1.00	3,750.00		3,750.00
Print Advertising- Fort Worth Star Telegram Community Impact Newspaper Advertising Center Promotional Brochures Center-Thank You Cards		1.00	6,000.00		6,000.00
Monthly creative expense for Facebook, Lobby display and all print advertising and collateral used at Center.		12.00	150.00		1,800.00
Bridal events		1.00	500.00		500.00
Wedding Wire Online Listing www.weddingwire.com		3.00	1,250.00		3,750.00
\$20k for economic development, \$25k for Colleyville Promotion; moved to CEDC for FY22		1.00	.00		.00
TOTAL COLLEVILLE CENTER					104,323.00

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CITY OF COLLEYVILLE NEXT YEAR BUDGET DETAIL REPORT

P 167
bgnyrpts

PROJECTION: 20221 FY 2022 Operating Budget

ACCOUNTS FOR:
HOTEL TAX FUND

TOTAL HOTEL TAX FUND

VENDOR	QUANTITY	UNIT COST	2022	Proposed
				500,322.00

GRAND TOTAL	89,742,232.50
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** END OF REPORT - Generated by Kyle Lester **

ORDINANCE O-21-2170

APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2022

WHEREAS, a notice of public hearing on the annual budget for the City of Colleyville, Texas, for the fiscal year beginning October 1, 2021 through September 30, 2022, was heretofore published in a newspaper of general circulation; and

WHEREAS, said public hearing on said budget was duly held and all interested persons were given the opportunity to be heard for or against any item therein; and

WHEREAS, the City Council determines that the passage of this ordinance is in the best interests of the health, safety, and welfare of the public.

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

Sec. 1. THAT all matters stated herein above are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Sec. 2. THAT the budget of the proposed expenditures for the fiscal year beginning October 1, 2021, and ending September 30, 2022, a copy of which is on file in the Office of the City Secretary, is hereby made a part of this ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2021, and ending September 30, 2022.

Sec. 3. THAT appropriation amounts for the Fiscal Year 2022 budget for the different funds of the City of Colleyville are hereby fixed as follows:

General Fund	\$25,130,144
Utility Fund (Water & Wastewater)	\$18,088,171
Debt Service Fund	\$ 821,898
Drainage Utility Fund	\$ 694,204

Hotel Tax Fund

\$247,822

Sec. 4. THAT the City Manager is hereby authorized to execute all contracts and documents for which funding is appropriated in the aforementioned budgets.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of September 2021.

The second reading and public hearing being conducted on the 21st day of September 2021.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 6d

Agenda Date 9/21/2021

Number Ordinance O-21-2171

Type Ordinance

Department Finance

Title

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2022

Strategic Plan

2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 7, 2021, City Council Meeting.

First Reading and Public Hearing

Chapter 26, Texas Property Tax Code, requires taxing units to comply with "Truth-in-Taxation" laws in setting tax rates. The calculated FY2022 no-new-revenue tax rate is \$0.291778/\$100 valuation. The proposed tax rate is the same as the no-new-revenue rate, at \$0.291778/\$100 valuation. The attached "Notice of Meeting to Vote on Tax Rate" was published in the *Fort Worth Star-Telegram* at least seven days prior to the September 7, 2021, Council Meeting, compliant with State law and to communicate the City Council's intended tax rate to the public.

The current tax rate is \$0.304365/\$100 of valuation. The proposed tax rate lowers the tax rate by \$0.012587. By adopting this rate, the City Council is lowering the tax rate to offset the increase in property values as determined by the Tarrant Appraisal District, in order to collect the same amount of revenue as the prior year, excluding new growth.

Financial Impact

Adoption of the tax rate and its subsequent levy will provide a portion of the funding for the Fiscal Year 2022 General Fund and Debt Service Fund budgets.

Recommendation

Approve

Attachments

1. Tax Rate Item
2. Notice
3. Ordinance O-21-2171

FY 2022 Property Tax Rate



Colleyville adopts No-New Revenue tax rate for FOURTH CONSECUTIVE YEAR

Tax rate that brings in the same property tax revenue for next fiscal year (FY2022) as the current fiscal year (FY2021), excluding new growth.

2020 (FY21) Tax Rate: \$0.304365

I&S Tax Rate: \$0.014925

M&O Tax Rate: \$0.289441

2021 (FY22) Proposed Rate: \$0.291778

I&S Tax Rate: \$0.011091

M&O Tax Rate: \$0.280687

Tax Rate Reduction: \$0.012587

Statements required in notice if the proposed tax rate does not exceed the lower of the no-new-revenue tax rate or the voter-approval tax rate, as prescribed by Tax Code §26.061.

NOTICE OF MEETING TO VOTE ON TAX RATE

A tax rate of \$ 0.291778 per \$100 valuation has been proposed by the governing body of _____.

PROPOSED TAX RATE	\$ <u>0.291778</u> per \$100
NO-NEW-REVENUE TAX RATE	\$ <u>0.291778</u> per \$100
VOTER-APPROVAL TAX RATE	\$ <u>0.301602</u> per \$100

The no-new-revenue tax rate is the tax rate for the 2021 tax year that will raise the same amount of property tax revenue for the City of Colleyville, TX from the same properties in both the 2020 tax year and the 2021 tax year.

The voter-approval rate is the highest tax rate that the City of Colleyville, TX may adopt without holding an election to seek voter approval of the rate.

The proposed tax rate is not greater than the no-new-revenue tax rate. This means that the City of Colleyville, TX is not proposing to increase property taxes for the 2021 tax year.

A PUBLIC HEARING ON THE PROPOSED TAX RATE WILL BE HELD ON _____ at <per State law, public hearing is not required. Adoption will occur on Sept. 21 at City Hall>.

The proposed tax rate is also not greater than the voter-approval tax rate. As a result, the City of Colleyville, TX is not required to hold an election to seek voter approval of the rate. However, you may express your support for or opposition to the proposed tax rate by contacting the City Council of the City of Colleyville, TX at their offices or by attending the public meeting mentioned above.

YOUR TAXES OWED UNDER ANY OF THE TAX RATES MENTIONED ABOVE CAN BE CALCULATED AS FOLLOWS:

Property tax amount = (tax rate) x (taxable value of your property) / 100

(List names of all members of the governing body below, showing how each voted on the proposal to consider the tax increase or, if one or more were absent, indicating absences.)

FOR the proposal: Mayor Pro Tem Lindamood, All Council Members (Places 3, 4, 5, and 6)

AGAINST the proposal: _____

PRESENT and not voting: _____

ABSENT: Mayor Newton

The 86th Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

The following table compares the taxes imposed on the average residence homestead by the City of Colleyville, TX last year to the taxes proposed to be imposed on the average residence homestead by the City of Colleyville, TX this year.

	2019	2020	Change
Total tax rate (per \$100 of value)	2019 adopted tax rate	2020 proposed tax rate	(Increase/Decrease) of (nominal difference between tax rate for preceding year and proposed tax rate for current year) per \$100, or (percentage difference between tax rate for preceding year and proposed tax rate for current year)%
Average homestead taxable value	2019 average taxable value of residence homestead	2020 average taxable value of residence homestead	(Increase/Decrease) of (percentage difference between average taxable value of residence homestead for preceding year and current year)%
Tax on average homestead	2019 amount of taxes on average taxable value of residence homestead	2020 amount of taxes on average taxable value of residence homestead	(Increase/Decrease) of (nominal difference between amount of taxes imposed on the average taxable value of a residence homestead in the preceding year and the amount of taxes proposed on the average taxable value of a residence homestead in the current year), or (percentage difference between taxes imposed for preceding year and taxes proposed for current year)%
Total tax levy on all properties	2019 levy	(2020 proposed rate x current total value)/100	(Increase/Decrease) of (nominal difference between preceding year levy and proposed levy for current year), or (percentage difference between preceding year levy and proposed levy for current year)%

(If the tax assessor for the taxing unit maintains an internet website)

For assistance with tax calculations, please contact the tax assessor for the City of Colleyville, TX at 817-503-1000 or taxinfo@colleyville.com, or visit www.tarranttaxinfo.com for more information.

(If the tax assessor for the taxing unit does not maintain an internet website)

For assistance with tax calculations, please contact the tax assessor for the City of Colleyville, TX at 817-503-1000 or taxinfo@colleyville.com.

ORDINANCE O-21-2171

LEVYING TAXES FOR THE OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR 2022; ESTABLISHING THE AD VALOREM TAX RATE OF \$0.291778 PER ONE HUNDRED DOLLARS VALUATION; PROVIDING FOR APPORTIONMENT OF TAXES FOR INTEREST AND SINKING FUND FOR CERTAIN BOND INDEBTEDNESS AND FOR GENERAL OPERATING NEEDS, PROVIDING PENALTIES AND INTEREST FOR THE DELINQUENT TAXES, AND TO BECOME EFFECTIVE ON OCTOBER 1, 2021

WHEREAS, a budget has been adopted by the City Council of the City of Colleyville, Texas, covering the proposed expenditures of the municipal government of the City of Colleyville for the fiscal year beginning October 1, 2021 and ending September 30, 2022; and

WHEREAS, said budget reflects the needs for revenue to meet the expenses proposed therein; and

WHEREAS, the City is required to accumulate an Interest and Sinking Fund for certain outstanding bond indebtedness; and

WHEREAS, the City Council desires to lower the current tax rate to the effective tax rate, to provide relief to property owners from increasing property values.

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

Sec. 1. THAT there is hereby levied an ad valorem tax that shall be collected for the use and support of the municipal government of the City of Colleyville. It shall provide the legally required Interest and Sinking Fund for certain outstanding bond indebtedness during the 2022 fiscal year. Such tax shall be levied upon all property, real, personal, or mixed within the corporate limits of Colleyville, Texas, which is subject to taxation. The rate of tax shall be \$0.291778 on each \$100.00 property assessment. Said tax levied for and apportioned to the following specific purposes:

A. For the General Fund, a tax rate of \$0.280687 is levied.

B. For the Interest and Sinking Fund, a tax rate of \$.011091 is levied.

Sec. 2. THAT taxes levied by this ordinance shall be due and payable on the first day of October 2021, and shall become delinquent on the first day of February 2022, if unpaid. Upon taxes becoming delinquent, interest and penalty will be added as required in Section 33.01 of the Texas Property Tax Code, and shall commence on the first day of February 2022. The City of Colleyville is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent taxes.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of September 2021.

The second reading and public hearing being conducted on the 21st day of September 2021.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 6e

Agenda Date 9/21/2021

Number Ordinance O-21-2172

Type Ordinance

Department Finance

Title

An ordinance amending Section 3 - Service Charges of the Water and Sewer Policy and Procedure Manual as contained in the Code of Ordinances, to implement updated base rates

Strategic Plan

2.1 Provide responsive, efficient city services

3.2 Ensure regular repair and replacement of water and wastewater facilities

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 7, 2021, City Council Meeting.

First Reading and Public Hearing

On November 15, 2016, the City Council approved Ordinance O-16-1996, implementing the recommendations of the Water and Wastewater Rate Advisory Committee. This ordinance established a new rate structure in which City operating costs are recovered through base rates and volumetric rates are set to pass through the costs charged by the Trinity River Authority (TRA).

On September 19, 2017, the City Council approved Ordinance O-17-2031 implementing the recommendations of the Water and Wastewater Rate Advisory Committee. This ordinance established the Capital Improvement Plan (CIP) base rate to fund future capital projects.

City operating costs are established annually as a part of the budget process and the Fiscal Year 2022 proposed Utility Fund budget that was presented to the City Council at the Budget Worksession on August 3, 2021.

FY 2022 water and wastewater base rates were calculated based on the revenue necessary to cover the proposed FY 2022 operating costs.

Staff recommends:

- Using the funding model proposed by the Water and Wastewater Rate Advisory

Committee, which met August 24, 2020, to increase the current water and wastewater base rates and Utility Capital Improvement Plan (CIP) base rate to fund future utility capital projects.

Financial Impact

Adoption of this ordinance will provide the revenue to fund the City's operating costs for water and wastewater service in FY 2022, as well as generate sufficient revenue for future utility CIP projects.

Recommendation

Approve

Attachments

1. Base Rates Item
2. Ordinance O-21-2172

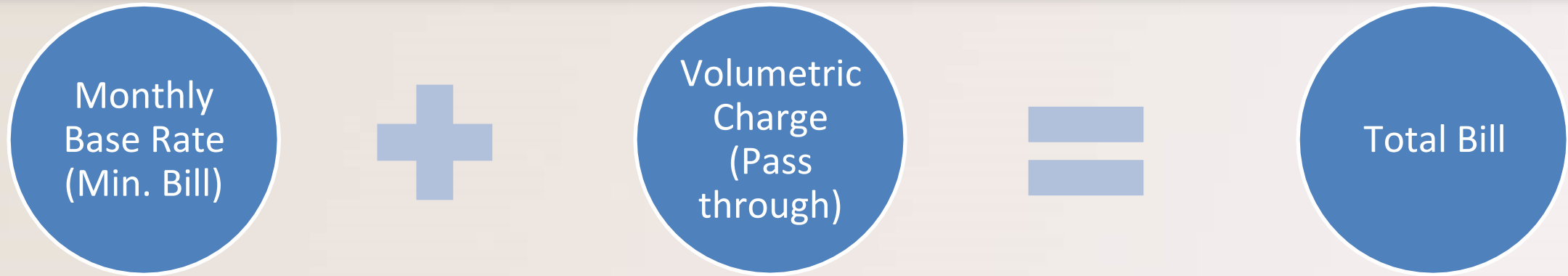
➤ **Ordinance O-16-1996:**

- ☐ Approved on November 15, 2016
- ☐ Established a new rate structure:
 - ✓ City operating costs are recovered through base rates and
 - ✓ Volumetric rates are set to pass through the costs charged by the Trinity River Authority

➤ **Ordinance O-17-2031:**

- ☐ Approved on September 19, 2017
- ☐ Established the Capital Improvement Plan (CIP) base rate to fund future capital projects.

Base Rates



- Fixed monthly charges calculated based on the amount of revenue necessary to recover the City's operating costs.
 - ✓ Water Base Rate
 - ✓ Wastewater Base Rate
 - ✓ Capital Improvement Plan (CIP) Rate

➤ Effective Date: October 1

- TRA bills Colleyville for water and wastewater treatment.

- ✓ WATER: Based on volume of treated water purchased
- ✓ WASTEWATER: Based on volume of wastewater treated
- ✓ DEBT SERVICE: Based on Colleyville's proportional share of water use within the Tarrant County Water Supply Project and proportional share of wastewater flows for Central Regional Wastewater System

➤ Effective Date: December 1

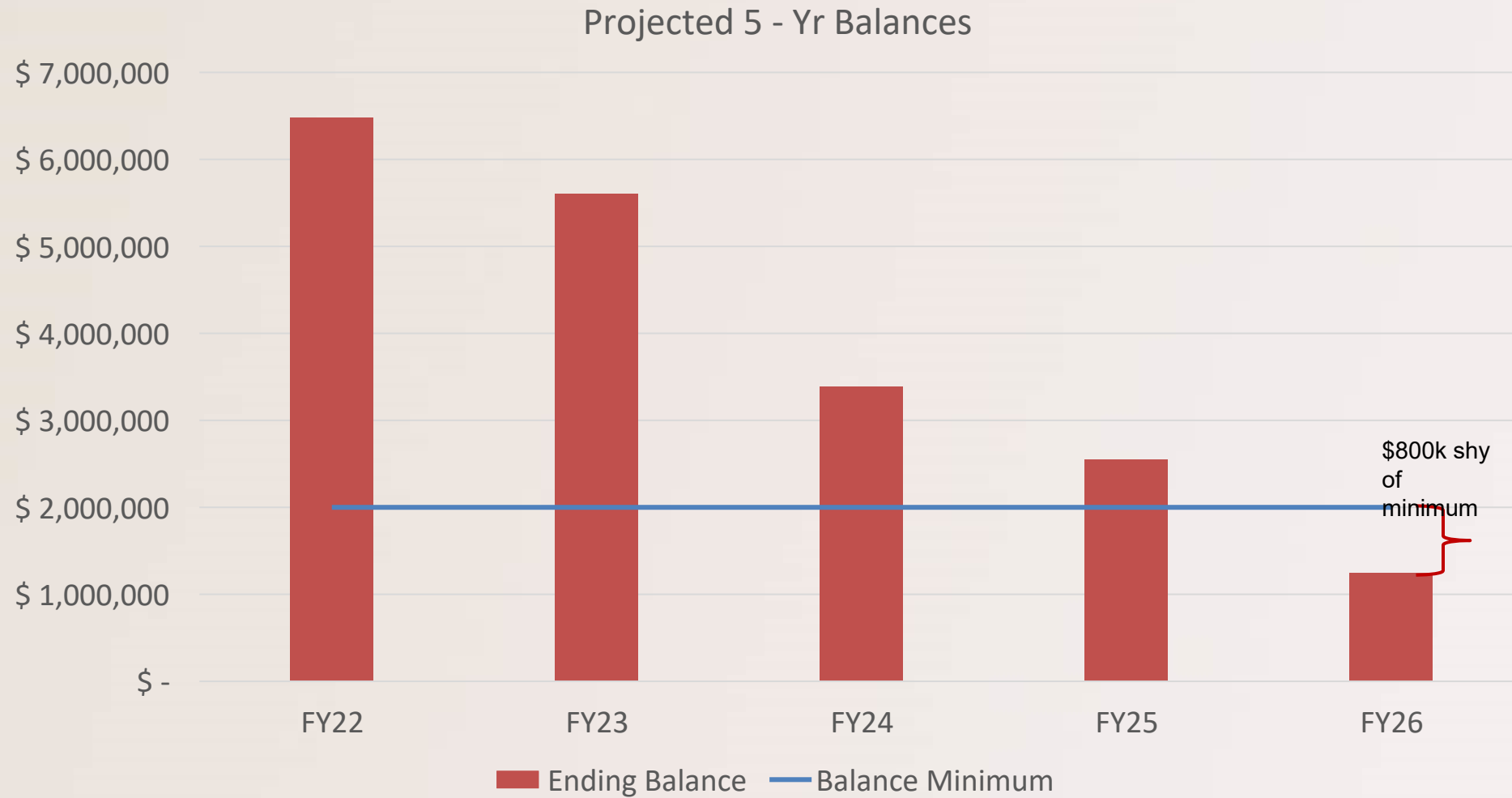
- Colleyville bills customers:

- ✓ A base rate to recover the operating costs.
- ✓ A volumetric rate based on projected payments to TRA

CIP Rates



CIP Rates





Utility Fund Projections - Rates

FY 2022 Recommendation

Moderate increases to water/wastewater base rates
CIP rate increases to originally projected rate

+\$1.90 to **+\$3.10 to**
+\$16.44 **+\$21.99**

+\$0.48 to
+\$4.83

+\$0.72

Water Meter Size	FY 2021 Water	FY 2021 Wastewater	FY 2021 CIP	FY 2021 Total
1" Meter	\$13.58	\$11.60	\$3.93	\$29.11
1.5" Meter	\$27.16	\$11.60	\$7.28	\$46.04
2" Meter	\$43.45	\$11.60	\$11.30	\$66.35
3" Meter	\$81.47	\$11.60	\$20.67	\$113.74
4" Meter	\$135.78	\$11.60	\$34.05	\$181.43

Water Meter Size	FY 2022 Water	FY 2022 Wastewater	FY 2022 CIP	FY 2022 Total
1" Meter	\$14.06	\$12.32	\$5.83	\$32.21
1.5" Meter	\$28.12	\$12.32	\$10.79	\$51.23
2" Meter	\$45.00	\$12.32	\$16.75	\$74.07
3" Meter	\$84.37	\$12.32	\$30.65	\$127.34
4" Meter	\$140.61	\$12.32	\$50.49	\$203.42

ORDINANCE O-21-2172

AMENDING SECTION 3 – SERVICE CHARGES OF THE WATER AND SEWER POLICY AND PROCEDURE MANUAL OF THE CITY OF COLLEYVILLE, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, water and wastewater base rates are set to recover the City’s annual operating costs for the utility system; and

WHEREAS, the Fiscal Year 2021 Utility Fund operating budget has been proposed and the required base rates to fund said budget have been calculated; and

WHEREAS, the City Council desires to maintain base rates in total by lowering the water base rate, lowering the wastewater base rate, and increasing the base rate for funding of utility capital projects.

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

Sec. 1. THAT Section 3 – Service Charges of the Water and Sewer Policy and Procedure Manual of Colleyville, Texas, which is “Appendix A” of the Colleyville Code be replaced in its entirety to read as follows:

Sec. A. - Water rates.

The following base and volumetric charges shall apply to residential and non-residential water customers. Base charges for out-of-city customers shall be \$4.00 higher than the charge for in-city customers.

Base charge per month for in-city customers:	
Water meters 1 inch or less	\$14.06
Water meters of 1.5 inches	\$28.12
Water meters of 2 inches	\$45.00
Water meters of 3 inches	\$844.37

Water meters of 4 inches	\$140.61
Base charge per month for out-of-city customers:	
Water meters 1 inch or less	\$18.06
Water meters of 1.5 inches	\$32.12
Water meters of 2 inches	\$49.00
Water meters of 3 inches	\$88.37
Water meters of 4 inches	\$144.61
Volumetric charge per 1,000 gallons	\$4.4654

Rates for fire hydrant meters:

The use of fire hydrant meters shall only be allowed within the Colleyville city limits. The use of the fire hydrant meters shall be limited to a period of no more than 90 cumulative calendar days. Under special conditions, a customer may submit a written request to the public works department for use of a fire hydrant meter for a period longer than 90 cumulative calendar days, subject to public works director approval. In considering special condition(s), the public works director shall not consider requests which are necessary to relieve a self-created or personal hardship, failure of performance by a contractor, nor for financial reasons. In considering the customer request, the public works director shall solicit the recommendation of the fire chief and fire marshal in consideration of the request. Further, the public works director shall consider alternative means available to the customer. If special condition(s) are approved by the public works director, in no case shall the meter be used for more than an additional 30 calendar days. The public works director may provide a written ruling within 15 working days of receipt of the customer's written request.

In the event a request for special condition(s) is denied by the public works director, customer shall, within 14 calendar days, make written appeal to the city manager of the public works director's decision. The city manager shall render a written decision within 30 working days of receipt of the customer's appeal. Such decision by the city manager shall be final and not appealable to the city council.

For purposes of this section, written communication shall be considered communication, which is deposited with the United States Postal Service for delivery.

The user must submit in writing, the location of where the meter will be used and such meter shall be used exclusively at the location on record with the city. For purposes of this section, the use of a meter shall be allowed cumulatively for only one location within an individual subdivision and/or development.

For a period of 90 cumulative calendar days after a meter is returned and read by the city, a user shall not be permitted to check out another meter for use at the same designated location, as defined herein.

The monthly base charge for a fire hydrant meter shall be \$50.00. Water usage for a fire hydrant meter shall be charged at a rate of \$4.47 per 1,000 gallons of water used.

The customer shall be in possession of and responsible for the meter. The customer will be responsible for bringing the meter to the public works service center by the 20th of each month for reading. The customer is required to use a proper fire hydrant wrench for operation of the fire hydrant. The customer shall be responsible for any damage and repair, as reasonably determined by the city, to the fire hydrant or the fire hydrant meter by the use of a temporary water meter.

The customer will be required to provide for any backflow device necessary to meet the current city ordinance for protection of the city's drinking water supply.

The City of Colleyville, Tarrant County, and Texas Department of Transportation (TxDOT) shall be exempt from the provisions of this policy.

Sec. B. - Sewer rates.

This schedule of rates per month or fraction thereof shall be the basis for determining charges to all customers for rendering sanitary sewage service, where the sewage produced by such customer is a normal strength wastewater (170 mg/l BOD and 260 mg/l suspended solids) and where such customer is located within the City of Colleyville. The base charge for non-residential customers shall be \$6.00 higher than the charge for residential customers.

A base charge per month shall be charged as follows:	
Residential customers	\$12.32
Non-residential customers	\$18.32

A monthly sewer volume charge shall also be charged to all customers as set forth hereinafter. The sewer volume charge for residential customers will be based upon the individual customer's average monthly water use during the months of December, January and February. Where no preceding winter quarter average is available from records, a volume of 9,000 gallons shall be used for this volume charge.

The monthly sewer volume charges to commercial and industrial class customers will be based on total water use each month as measured by appropriate meters, with the provision that if a customer can show to the satisfaction of the public works director that a significant portion of the metered water usage does not enter the sanitary sewers, the customer will be charged for only that volume entering the sewers, as determined by a method approved by the director of public works.

Volumetric rate per 1,000 gallons:	\$3.1651
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Sec. C. – Capital Projects rates.

The following base charges shall apply to residential and non-residential customers to provide funding for utility capital projects necessary to maintain the utility system:

Base charge per month for in-city and out-of-city customers:	
Water meters 1 inch or less	\$5.83
Water meters of 1.5 inches	\$10.79
Water meters of 2 inches	\$16.75
Water meters of 3 inches	\$30.65
Water meters of 4 inches	\$50.49

Sec. D. – Billing; delinquent penalty.

All charges for services furnished or rendered by the City of Colleyville Utility Department are due and payable on the date bill is received. If payment is not

received within sixteen days of the billing date a (10%) penalty will be imposed for failure to pay by the due date of the bill.

In the event the meter is not delivered to the city for reading, a penalty fee would be imposed as follows:

\$100.00	1 st missed reading
\$200.00	2 nd missed reading
\$300.00	3 rd missed reading

After the third missed reading, the security deposit will be forfeited and the City of Colleyville will revoke the use of the fire hydrant meter.

Sec. E. – Discontinuance of service, notice; reconnection fee.

1. In the event that any month's charges remain delinquent and unpaid at the time of a subsequent billing's due date, the user or customer shall receive a cut-off notice which will be mailed no later than two working days after the subsequent billing's due date. Services will be disconnected if any arrearages over 30 days are not paid within six working days of the cut-off notice. Where service has been discontinued for failure to pay for service rendered, a charge of \$25.00 shall be made for each meter disconnected before said service shall be restored. In the event the customer requests reconnection at hours other than 8:00 a.m. to 4:30 p.m., said reconnect fee shall be increased to \$75.00.

Sec. 2. THAT the effective date of this ordinance shall be for the bills sent out starting October 1, 2021.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of September 2021.

The second reading and public hearing being conducted on the 21st day of September 2021.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton _____
Place 1, Tammy Nakamura _____

Mayor Pro Tem Bobby Lindamood _____
Place 5, Chuck Kelley _____

Place 3, Kathy Wheat
Place 4, George Dodson

Place 6, Callie Rigney

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 6f

Agenda Date 9/21/2021

Number Ordinance O-21-2173

Type Ordinance

Department City Manager

Title

Amending the City's fee schedule by amending and restating Section 2-26 of the Colleyville, Texas, Code of Ordinances, establishing fees and charges for City services

Strategic Plan

- 2.1 Provide responsive, efficient city services
- 2.4 Demonstrate stewardship of public resources

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 7, 2021, City Council Meeting.

First Reading and Public Hearing

As a part of the annual budget process, staff reviews the fees charged by the City and proposes new fees, revisions of current fees, or deletions of fees. A discussion on fee changes was held at the July 6, 2021, City Council Worksession. Proposed fee changes to the Colleyville Business Center office rental fees, Community Development Board of Appeals fees, Utility meter and inspection fees, and the addition of pickle-ball court rentals are redlined in attached Exhibit A.

Financial Impact

Approval of the recommended fee changes is not anticipated to have a substantial revenue impact, but ensures that the City's fee schedule is updated regularly and that user-based services are not subsidized with general tax dollars to the extent possible.

Recommendation

Approve

Attachments

1. 2022 Recommended Fee Changes
2. Exhibits A & B (Red line)
3. Ordinance O-21-2173

Discussion of Recommended Changes to Fees and Charges

September 21, 2021

Colleyville Business Center

Business Center



- Office: ~~\$600/mo.~~ \$700/mo.; 20% discount for meeting room; 24-hour access
- Work Stations: \$225/mo.; 20% discount for meeting room; 24-hour access
- Day Pass: \$25/day
- Vault Meeting Room: \$20/hour, 2-hour min.; 2-4 people
- Board Room: \$50/hour, 2-hour min.; 12 people; flat screen TV w/hookups
- Virtual Office: \$99/mo.; business address/mail; 20% discount meeting room; 2 days/mo.; work station
- Facility: \$750/evening, 6-9 p.m.; Mon.-Thurs.; set up/tear down
- Mailbox: \$50/mo.; business address/mail

COMING SPRING 2020

Colleyville Business Center

Growing Business Locally

To better facilitate economic development within Colleyville, the City has established the Colleyville Business Center (CBC) at 5005 Colleyville Blvd.

The City of Colleyville recognizes the important role economic development plays in diversifying the property tax base. A healthy commercial tax base is essential in maintaining balance to fund public services and education.

"Economic development that meets Colleyville's quality and excellence standards will help diversify and offset the residential tax base as Colleyville builds out."
Richard Newton, Mayor

The CBC will occupy the former Wachovia Bank building on SH26, a vacant structure that would have remained without tenants if not for City involvement due to existing lease constraints.



Commercial Development • Collaboration • Connectivity

Community Development

Community Development



Building Board of Appeals:
\$250.00

*For appealing a decision of the Building Official or to present alternative materials and/or methods for construction to be evaluated by the board



Utilities

Public Works - Utilities



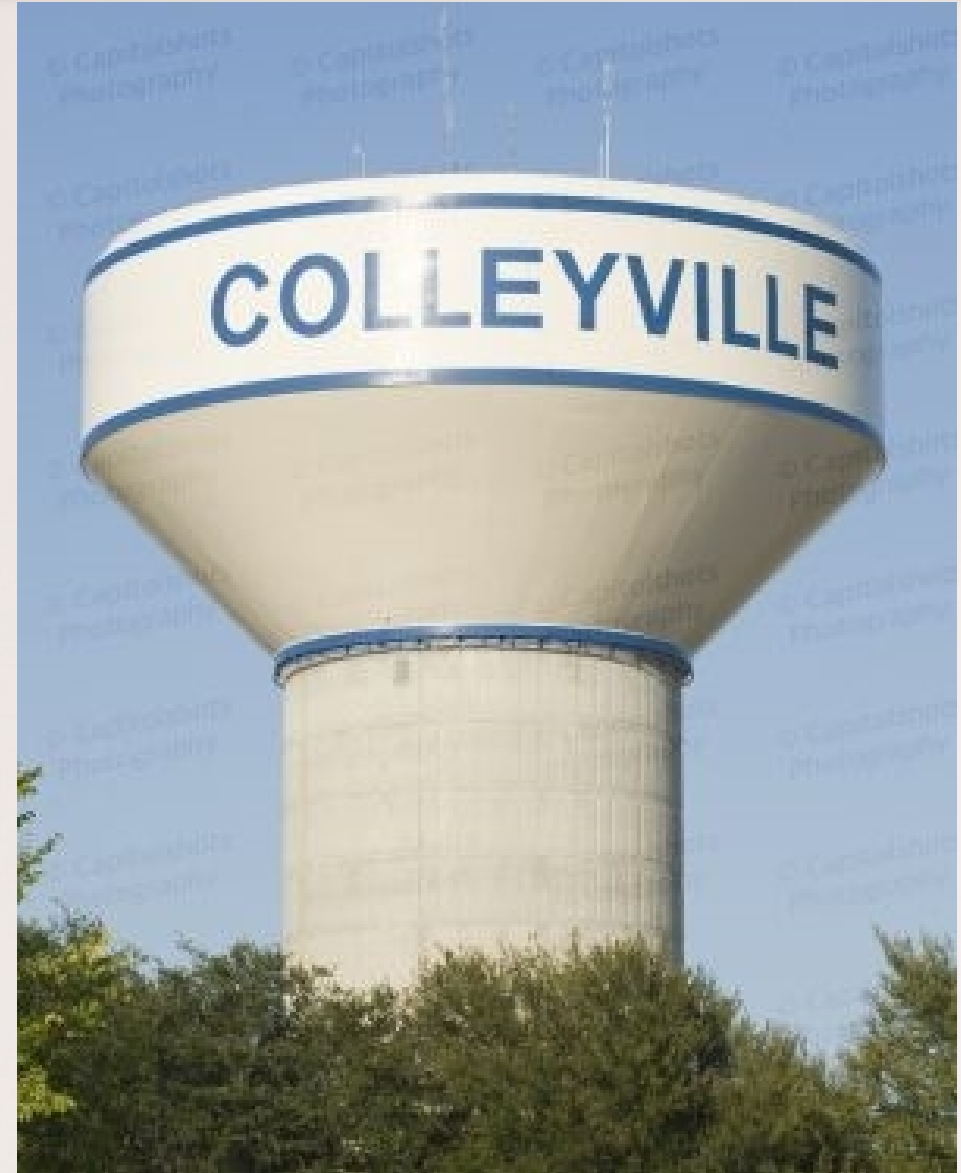
Water Fees:

Meter Size	Meter Fee
5/8" x 3/4"	\$209.00
3/4"	\$249.50
1"	\$295.00
1 1/2"	\$562.50
2"	\$687.50

Road Boar (if required) - \$500

Wastewater Fees:

CCTV Inspection Fee (if applicable) - \$300



Parks and Recreation

Parks and Recreation



Pickleball court rental

- \$3.00/1.5 hours/person



Questions and Discussion

Exhibit A

Sec. 2-26. - Fees and charges for city services.

(a) The following fees will be in effect in all city departments:

Notary fee (non-city related business): As prescribed by V.T.C.A., Government Code § 406.024.

(b) City secretary services:

Records request research, per hour \$15.00

Document certification (per transaction) 8.00

The city will charge fees for public information per Texas Government Code, Chapter 552 in accordance with the Administrative Code, Title I, Part 3, Chapter 70.

(c) Financial services:

New utility account processing \$2.00

Confidentiality of utility records request processing 2.00

Parking violation court cost fee 5.00

Failure to appear warrant fee 25.00

Broken/damaged/cut lock or tie 25.00

(d) Police services:

Accident reports \$6.00

Fingerprinting—First card 10.00

Fingerprinting—Each additional card 5.00

Conduct letters:

For original 10.00

For each additional 5.00

Miscellaneous police reports 2.00

Press release of police report 1.00

(e) Animal services:

Daily care of impounded animals, per day \$10.00

Each additional impounded animal, same owner, per day 10.00

Removal and disposal of live unwanted pets 30.00

Animal impound fee (second impounding) 50.00

Animal impound fee (third impounding) 75.00

Animal impound fee (fourth impounding) 150.00

Animal impound fee (fifth and greater impoundings) 150.00

Removal of individually trapped animals (private trap, if inappropriate for animal or incompatible with use of syringe pole for euthanasia) 30.00

(f) Fire prevention:

Fire alarm systems and Access Control Systems:

Plans review (new, alteration, or relocation) \$70.00

Inspection of system once in place:

Number of Devices	Fee
1 to 10	75.00
11 to 25	100.00
26 to 100	200.00
101 to 200	275.00
201 to 500	500.00
Per device for each over 500	1.00

Fire sprinkler systems—Above ground:

Plans review (new, alteration, or relocation) 150.00

Inspection of system once in place:

<i>Number of heads</i>	<i>Fee</i>
1 to 19 heads	75.00
20 to 100 Heads	100.00
101 to 300 Heads	200.00
301 to 1,000 Heads	400.00
Per head for each over 1,000 heads	1.00

Fire sprinkler systems—Underground:

Fire Sprinkler System (Relocation or modification) three sets of detailed plans

- a. Inspection is required before ditch is covered
- b. 2 hour/200 lb. test is required 50.00

Licensing inspections:

Hospitals..... 100.00

Nursing/long term care homes..... 75.00

Day care/mothers' day out 50.00

Foster and adoptive homes 10.00

Home inspection—Insurance 50.00

Permits and miscellaneous fees:

Fixed fire protection system (new, alteration, or relocation) three sets of detailed plans 50.00

Security gates (required three sets of detail plans) plus \$25.00 per required sign 50.00

Storage of flammable or combustible liquids at construction sites 50.00

Installation of compressed natural gas (CNG) container or stations 50.00

Removal, relocation of compressed natural gas (CNG) container or station 50.00

Installation of liquid petroleum gas (LPG) container 50.00

Removal, relocation of liquid petroleum gas (LPG) container 50.00

Installation of liquefied natural gas (LNG) container or station 50.00

Removal, relocation of liquefied natural gas (LNG) container or station 50.00

Spray booths (new) three sets of detailed plans 50.00

Spray booths (modification or relocation) three sets of detailed plans 50.00

Carnivals and fairs—Site plan and layout of vendors required 50.00

Fireworks display—Site inspection is required 100.00

Flammable and combustible liquids:

- a. Repair or modify a pipeline 100.00
 - b. Product removal from underground storage tank 50.00
 - c. Status change in product facilities 50.00
 - d. Change type of contents in liquid tank(s) 50.00
- Occupant load increase 50.00

Pyrotechnical special effects 100.00

Tents (any size) 50.00

Impervious Coverage Permit \$100.00

- (g) Response related to natural gas leaks and hazardous materials releases: Recovery of expenses related to natural gas leaks and hazardous materials releases caused by contractors or carriers which require an on scene response where city staff are unavailable for other emergencies for one hour or more and incidents involving negligence related to drug and/or alcohol impairment will be billed for public safety services if the incident involved any criminal offense greater than a Class C misdemeanor will be as follows:

Employee costs—Actual employee salary costs during the incident.

Emergency vehicle use fees:

Ambulance—To 210 HP, per hour \$ 41.00

Police car—Patrolling, per mile 0.63

Police car—Stationary, per hour 18.00

Fire truck—1500 GPM, per hour 95.00

Fire truck—2000 GPM, per hour 105.00

Ladder truck—At least 75 feet, per hour 145.00

- (h) Development fees—Planning and zoning services:

Preliminary plat, Final plat, or Replat \$500.00

plus, per lot 7.50

Minor plat 250.00

Amending plat 250.00

Rezoning application 500.00

plus, per acre 5.00

PUD application 750.00

plus, per acre 5.00

Amendment to existing PUD to add, delete, or change a special condition to an existing PUD ordinance 450.00

SUP application 500.00

plus, per acre 5.00

SUP residential accessory building 250.00

SUP residential carport 250.00

SUP alcoholic beverage sales 500.00

ZBA variance and appeal application 250.00

Sign board appeal 250.00

Tree mitigation appeal 250.00

Building Board of Appeals 250.00

Site plan application review 250.00

Landscape plan application review 250.00

Zoning verification letter 50.00

(i) Development fees:

Permanent sign permits 75.00

Temporary sign permits 50.00

exception: grand opening 0.00

Sign recovery fee 25.00

Network Provider Fees

Small cell application fee (this penalty shall not exceed and is capped by statutory limits)	\$500.00 (1-5 network notes); \$100.00 (each additional network node); \$1,000.00 per pole
Small cell user fees (this penalty shall not exceed and is capped by statutory limits)	\$270.00 annually for each network node
Transport facility monthly user fee (this fee shall not exceed and is capped by statutory limits)	\$28 multiplied by the number of the network provider's network nodes located in the public right-of-way for which the installed transport facilities provide backhaul, until the time the network provider's payment to the city exceeds its monthly aggregate per month compensation to the city

(j) Development fees—Plan review, inspection, and permit fees:

Permit fees. The schedule of permit fees shall be in accordance with the fee schedule below:

Calculating construction values. The construction values used for calculating permit fees shall not be less than the most recent building valuation data published by the International Code Council. Said permit fees shall be adjusted on an annual basis for permit applications received on or after the 1st day of June

using the most recent edition of the building valuation data. The regional modifier of 0.93 shall be applied to the building valuation data used for calculating construction values.

COMMERCIAL PERMIT FEESCHEDULE	
Total Valuation	Fee
\$1.00 to \$500.00	\$50.00
\$501.00 to \$2,000.00	\$50.00 for the first \$500.00 + \$4.00 per each added \$100.00
\$2001.00 to \$25,000.00	\$75.00 for the first \$2,000.00 + \$16.00 per each added \$1,000.00
\$25,001.00 to \$50,000.00	\$500.00 for the first \$25,000.00 + \$13.50 per each added \$1,000.00
\$50,001.00 to \$100,000.00	\$750.00 for the first \$50,000.00 + \$8.25 per each added \$1,000.00
\$100,001.00 to \$500,000.00	\$1,250.00 for the first \$100,000.00 + \$6.25 per each added \$1,000.00
\$500,001.00 to \$1,000,000.00	\$4,000.00 for the first \$500,000.00 + \$5.50 per each added \$1,000.00
\$1,000,001 and up	\$7,500.00 for the first \$1,000,000.00 + \$5.00 per each added \$1,000.00

Residential Building Permit Fees. (Fee for a Residential building permit includes Building Permit, Building e-Permit, Plumbing Permit, and Mechanical Permit)

1. New Residential: (One-and-Two Family Dwellings and Additions).....\$1.00/sf area under roof
2. Alteration/Remodel and Accessory Structures: (Area within previously permitted space and detached structures).....\$0.80/sf protect area

Inspection charges. Permit fees shall include the cost of all required inspections.

Reinspection fees. If the code official is required to make a reinspection, the following fees shall apply: (1) The first reinspection fee shall be \$75.00; (2) The second, and any subsequent, reinspection fee shall be \$125.00. Failure to pay such charges as provided in this code may result in the forfeiture of the right of such contractor to obtain other permits until such charges are paid.

Fees due. All building permit fees shall be due when the permit is issued.

Fee refunds. The code official shall be authorized the refunding of fees as follows:

- (1) The full amount of any fee paid hereunder that was erroneously paid or collected.

(2) Not more than 90 percent of the permit fee when no work has been done under a permit issued in accordance with this code.

(3) Not more than 90 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

Sport court (concrete, nets, fencing, lighting) \$100.00

Lot grading and drainage compliance fee 125.00

New residence plan review 350.00

Residential addition and remodel plan review 150.00

Commercial plan review fee 65% of building permit fee

Swimming pool plan review fee 50.00

Water well drilling permit 50.00

Irrigation system permit 75.00

Fence permit 75.00

Masonry screening fence permit 125.00

Retaining wall 125.00

Swimming pool permit 300.00

Spas, Hot Tubs, or Fountains 200.00

Re-roofing permit (one square or more) 50.00

Grading and earthwork permit 75.00

Curb cut permit 55.00

Driveway approach permit 75.00

Temporary construction trailer 100.00

Temporary event permit 100.00

Temporary use permit 100.00

Temporary use permit—Portable storage structure 25.00

Used/obsolete street sign purchase fee (per sign) 25.00

Certificate of Occupancy or re-occupancy 100.00

Temporary certificate of occupancy 250.00 (per month)

Contractor registration fee 100.00 (per 12 month period)

Construction concealment fee (for work performed without inspections) 350.00

Special inspection fee 100.00/hour (min. 2 hours)

Additional plan review 50.00 per plan review

Water heater replacement 75.00

HVAC equipment replacement 75.00

Building E-Permit..... \$75.00

Mechanical Permit..... \$75.00

Plumbing Permit..... \$75.00

Performing Workw/o – MEP, Irrigation, Fence, Roof, Sign, Well..... \$250.00

Homestead Exemption 50% Discount – (Owner acting as GC, except NSF permits)

Application for Encroachment and Joint Use Agreement:

Document Length	Fee
1 to 10 pages	120
11 to 20 pages	160
21 to 30 pages	200
Over 30 pages	240

Weed mowing administrative fee 120.00

Weed mowing violation notification letter fee (second and all following notification letters within current calendar year) 50.00

Weed mowing fee, per acre 175.00

Demolition fee 50.00

Brush abatement fee:

Actual expenses incurred, not to exceed the estimated value of the affected property.

Sidewalk waiver request general waiver request to a Land Development Code or Code of Ordinances requirement 250.00

(k) Charges related to oil and gas wells:

Gas and oil well permit fee (per well bore) \$10,000.00

Gas well special use permit fee (per pad site) 15,000.00

Seismic survey permit 250.00

Pipeline permit 2,500.00

- (l) Public infrastructure plan review and inspection: Prior to the commencement of any public infrastructure improvements associated with private development, the developer shall pay the city a plan review and inspection fee as follows:

Engineering plan review fee—Two percent of the actual cost of the public improvements

Engineering inspection fee—Three percent of the actual cost of the public improvements

Construction materials testing fee—One percent of the actual cost of the public improvements

For each additional review after the second submittal \$250.00

Inspections performed outside of regular business hours for the construction of public infrastructure projects 50.00 per hour

- (m) Recreation:

City sponsored activities—The fee for the city park and recreation sponsored recreation and athletic activities not covered elsewhere shall be calculated for respective activity based upon the estimated costs of conducting such activity (including such items as materials, instructors, umpires, scorekeeper, trophies and other direct program costs) plus an administrative fee, or shall be as stipulated by nationally or statewide recognized athletic organizations.

Nonresident programming fee \$5.00 per class/course

Recreation Instructor Compensation:

- Indoor Recreation Program Instructors – 70% of total fees collected (instructor) and 30% of total fees collected (City)
- Outdoor Recreation Program Instructors – 80% of total fees collected (instructor) and 20% of total fees collected (City)

Senior center annual membership required for participation in all activities:

Colleyville resident Free

Non-Colleyville resident 10.00

Senior center membership card replacement fee:

Colleyville resident 2.00

Non-Colleyville resident 2.00

- (n) Parks:

Youth sports associations:

Athletic field use fees:

Colleyville residents (per participant/per season/per association) \$5.00

Non-Colleyville residents (per participant/per season/per association) 5.00

Non-Colleyville resident Fee: A fee of \$20.00 shall be charged to each non-resident, per participation in each organized sports association per season.

Field rental fees:

Field		No lights/with lights	Time
Reagan Park	Resident	35.00/50.00	Per 2 hours
	Nonresident	60.00/100.00	Per 2 hours
City Park	Resident	50.00/80.00	Per 2 hours
	Nonresident	100.00/180.00	Per 2 hours
Pleasant Run Park (Game Field)	Resident	50.00/80.00	Per 2 hours
	Nonresident	125.00/175.00	Per 2 hours
Pleasant Run Park (Practice Field)	Resident	35.00/50.00	Per 2 hours
	Nonresident	60.00/100.00	Per 2 hours

Rental fees:

Park pavilion rental per hour (no minimum):

Colleyville residents \$20.00

Non-Colleyville residents 30.00

Tennis court rental-Per person (per one and one-half hour increment): \$ 3.00

Pickleball court rental – per person (per one and one-half hour increment)\$ 3.00

McPherson Park group pavilion rental per hour (no minimum):

Colleyville residents 40.00

Non-Colleyville residents 70.00

Wedding event in a park without amenities 100.00

Senior Center: rooms available include the Blue Bonnet Room, Computer Room, and Cowboy Room.

Rental Fee 5.00

Deposit (refundable) 50.00

Webb House:

Monday through Thursday, 8am – 10pm
 Colleyville resident\$30.00/hr; 3-hour minimum
 Non-Colleyville resident....\$60.00/hr; 3-hour minimum

Friday through Sunday, 8am – 10pm
 Colleyville resident\$40.00/hr; 3-hour minimum
 Non-Colleyville resident....\$90.00/hr; 3-hour minimum

Deposit (refundable)\$200.00

(o) Colleyville center fees and charges:

Non-Resident and Business—Standard Rates

Room	*Weekday rate	Prime weekend Fri/Sat/Sun
	Four-hour block of time, except for entire building rental which is ten hours	Ten-hour rental
Small conference room	\$200.00	Entire building rental only
North hall	\$375.00	Entire building rental only
South hall	\$375.00	Entire building rental only
North & South Hall Combined	\$700.00	Entire building rental only
Entire building	\$2,100.00 weekday	Friday and Sunday \$2,500.00 Prime Saturday \$3,000.00
Bluebonnet Courtyard	\$300.00 Available as add-on when renting North & South Hall Combined	Included in rental fee
Garden plaza	\$300.00	\$300.00

(Including chairs)		
Décor Fee	\$300	\$300

Sanitation Fee \$50-75 per rental contract

* Include tables, chairs, and all add-ons listed in the video, audio, and room set sections of the administrative fee schedule.

Colleyville Resident/Business—With 20% Discount

Room	* Weekday rate	Prime weekend Fri/Sat/Sun
	Four-hour block of time, except for entire building rental which is ten hours	Ten-hour rental
Small conference room	\$160.00	Entire building rental only
North hall	\$300.00	Entire building rental only
South hall	\$300.00	Entire building rental only
North & South Hall Combined	\$560.00	Entire building rental only
Entire building	\$1,680.00 weekday	\$1,680 Friday and Sunday \$2,000 Prime Saturday
Bluebonnet Courtyard	\$300.00 Available as add-on when renting North & South Hall Combined	Included in rental fee
Garden plaza (including chairs)	\$300.00	\$300.00

*Include tables, chairs, and all add-ons listed in the video, audio, and room set sections of the administrative fee schedule.

Colleyville Based Non-Profit and Civic Organizations

Room	*Weekday rate	Prime weekend Fri/Sat/Sun
	Four-hour block of time, except for entire building rental which is eight hours	Eight-hour rental
Small conference room	\$90.00	Entire building rental only
North hall	\$120.00	Entire building rental only
South hall	\$120.00	Entire building rental only
North & South Hall Combined	\$210.00	Entire building rental only
Entire building	\$450.00 weekday	50% discount Friday and Sunday \$1,050.00 20% discount prime Saturday \$2,000.00
Bluebonnet Courtyard	Included in full building or North & South Hall Combined rental fee	
Garden plaza (including chairs)	\$450.00	\$450.00

Administrative Fees		
	Non-profit	Standard
Video		

LCD Projector per hour (portable and ceiling mount)	\$65.00 with weekday max \$150.00	\$65.00
LCD 220" rear screen HD projector per hour	\$75.00 with weekday max \$200.00	\$75.00
Rolling video cart with electrical and extension	\$2.00	\$10.00
Stage front drop screen	\$10.00	\$40.00
White board/flip chart with easel	\$20.00	\$20.00
Easel	\$15.00	\$15.00
Audio		
Baby grand piano	\$100.00	\$100.00
Stage lighting and sound board	\$200.00 + AV tech	\$200.00 + AV tech
Podium with microphone	\$20.00	\$35.00
Corded microphone on stand—One free with N/S hall	\$15.00	\$15.00
Wireless microphone (hand held or lapel)	\$25.00	\$50.00
Colored up lights	\$200.00	\$200.00
Room set		
Linens (per linen) weekdays only	\$10.00	\$10.00
Draped and skirted registration table	\$15.00	\$15.00
Room change after final set (per table and chair set)	\$20.00	\$20.00
Catering		

Kitchen Use/Food Service (when food is brought in) - flat fee based upon set up or attendance whichever is greater	\$1.00 per person weekday or weekend (\$300.00 max)	\$1.00 per person weekday \$2.00 per person weekends (\$300.00 minimum)
Deluxe coffee service with condiments	15 cup carafe—\$15.00	15 cup carafe—\$15.00
Water/soda service	\$1.00 per bottle	\$1.00 per bottle
Miscellaneous		
Copies 1—50—\$0.25 first copy, \$0.10 thereafter	\$0.25/\$0.10	\$0.25/\$0.10
Deposits		
Entire building	\$500.00	\$1,000.00
Grand hall	\$300.00	\$300.00
Half hall (North or South)	\$200.00	\$200.00
Conference room	\$50.00	\$50.00

Miscellaneous Fees/Policies

Cancellation Policy—Any cancellation of a Friday, Saturday, or Sunday entire building rental or combined north/south hall booking shall result in lessee forfeiting one-half of the deposit. If the cancellation is received 180 to 120 calendar days prior to the event, the lessee will forfeit all of the deposit. If the cancellation is received less than 120 calendar days prior to the event, the lessee will forfeit all monies paid to the Colleyville Center.

Colleyville Center deposit forfeiture—Up to \$1,000.00 will be retained from lessee deposit for failure to leave the premises (building and grounds) in as good or better condition than it was prior to being leased or for failure to pay outstanding balance of other fees.

AV surcharge—All rented audio visual equipment brought into the building by another vendor incurs a 15 percent charge of the Colleyville Center fee for same equipment.

Non-profit donations—Any not for profit organization that donates over \$50,000.00 to the Colleyville Center does not incur equipment fees. Supply and service fees are not included in this waiver. If a not for profit organization donates a single piece of equipment, it becomes Colleyville Center property and use of that equipment by that organization does not incur equipment fees.

Discount for using local businesses—If a client uses three or more Colleyville businesses during their event, the center will provide complimentary colored up-lighting (\$200.00 value).

Additional rental hours—If a client requests to extend a rental of the entire building beyond their eight hour rental, additional hours will be available for an additional \$250.00 per hour, within the business hours of the center. The additional hours must be requested in advance. Fees will not be pro-rated for increments of time less than one hour.

Late fees—The Colleyville Center closes at 12:00 a.m. (midnight) on Friday and Saturday and 11:00 p.m. Sunday through Thursday. Should a client remain on the premises after the building is closed, a fee will be assessed at the rate of \$1,000.00 per hour until such time the building is vacated. Fees will not be pro-rated for increments of time less than one hour.

Colleyville Center rental hours—The Colleyville Center is available for rental from 8:00 a.m. to 11:00 p.m. Monday through Thursday, 8:00 a.m. to midnight on Friday, 11:00 a.m. to midnight on Saturday, and 11:00 a.m. to 11:00 p.m. on Sunday. Weekday rental rates apply Monday through 4:00 p.m. on Friday. Prime weekend rates apply 4:00 p.m. Friday through 11:00 p.m. Sunday. For holiday closures, the Colleyville Center may follow the schedule for City offices.

(p) Library:

**Colleyville Public Library
Circulating Materials Restrictions**

Materials	Loan period	Limits *	Fees/fines **	Renewal limits ***
Fiction books	21 days	No limit	\$0.25 per day	5
Non-fiction books	21 days	No limit	\$0.25 per day	5
Bestsellers	7 or 14 days	No limit	\$0.25 per day	5
Magazines	7 days	No limit	\$0.25 per day	5
Feature-length DVDs (60 min.+)	7 days	10	\$1.00 per day	5
Educational/DVDs	7 days	10	\$0.25 per day	5
Children's DVDs (under 60 min.)	7 days	10	\$0.25 per day	5

Compact discs	7 days	10	\$0.25 per day	5
J Kits	21 days	No limit	\$0.25 per day	5
Books on compact disc	21 days	No limit	\$0.25 per day	5
J Holiday books	7 days	Varies by holiday	\$0.25 per day	0 during holiday
STEAM kit	1 week [7 days]	1 per household, adult cardholder only	\$1.00/day	0

* No limit until a maximum of 40 items is reached. A total of 40 items per card.

** Overdue fines threshold is \$5.00.

*** Renewals are allowed when materials are not on reserve for another patron.

**Colleyville Public Library
Materials Replacement and Processing Fees**

Item	Cost	Processing fee
Library card	\$2.00	\$0.00
Book	Cost of item	5.00
Paperback book	Cost of item	5.00
Board book	Cost of item	2.00
Magazine	Cost of item	2.00
Compact disc	Cost of item	5.00
Lost compact disc outer insert	0.00	5.00

Book on CD	Cost of item	5.00
Lost/damaged single book on CD disc	Cost of single CD	1.00
DVD	Cost of item	5.00
Lost DVD outer insert	0.00	5.00
Audio-visual material containers	Cost of item	5.00
Kit bags	Cost of item	2.00
Bar codes/RFID tags	\$1.00	0.00
STEAM Kit, STEAM Kit Case, STEAM Kit Piece(s)	Cost of item(s)	

Print card 0.50

Color copies (per page) \$0.50

Black and white copies (per page) 0.10

Fax—Incoming (per page) 1.00

Fax—Outgoing (per page)

Local 1.00

Long distance 2.00

Non-resident fees:

Non-resident card (non-TexShare, non-reciprocal borrowing participating home library) 25.00

Non-resident card (without home library) 25.00

Interlibrary loan materials not picked up 2.00

(q) Utilities (other than base/CIP/T.R.A. rates)

Fire Hydrant Meter damage fee—cost of the meter or meter repairs

Fire hydrant meter deposit - \$2,500

Damaged double-check assembly - \$300

- Lost/missing hydra-storz cap - \$200
- Damaged register - \$100
- Damaged ball valve - \$75
- Damaged chain or lock - \$50
- Backflow test - \$50/test
- Fire hydrant meter reading - \$25

Water Fees:

Meter Size	Meter Fee
5/8" x 3/4"	\$209.00
3/4"	\$249.50
1"	\$295.00
1 1/2"	\$562.50
2"	\$687.50

Road Bore (if required) - \$500

Reinspection Fee: Failure to properly prepare the site for a meter installation at the arranged time requiring staff to make a reinspection, the following fees may apply: (1) The first reinspection fee shall be \$75; (2) The second, and any subsequent reinspection fee shall be \$125.

Wastewater Fees:

CCTV Inspection Fee (if applicable) - \$300

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Colleyville Business Center

Item	Cost	Notes
Work Stations	\$225 /month	20% discount for meeting room; 24-hour access with month
Day Pass	\$25 /day	
Office	\$600 \$700 /month	20% discount meeting room; 24-hour access with month

Vault Meeting Room	\$20 / hour (2 hour minimum)	2 – 4 people
Board Room	\$50 / hour (2 hour minimum)	12 people; flat screen TV with hookups
Virtual Office	\$99 / month	Business address / mail; 20% discount meeting room; 2 days per month; workstation
Facility	\$750 / evening, 6 – 9 p.m. (Mon. – Thurs.)	Set up and tear down
Mailbox	\$50 / month	Business address / mail

(O-14-1945, § 2(Exh. A), 12-16-2014; Ord. No. O-15-1969, § 3, 9-15-2015; Ord. No. O-16-1991, § 2, 9-20-2016; Ord. No. O-17-2022, § 1, 8-15-17; Ord. No. O-17-2030, § 2 (exh. A), 9-19-17; Ord. No. O-18-2072, § 1, 1-15-19)

Editor's note— Ord. No. O-17-2030, § 2(Exh. A), adopted September 19, 2017, repealed the former § 2-26, and enacted a new § 2-26 as set out herein. The former § 2-26 pertained to similar subject matter. See Code Comparative Table for complete derivation.

Exhibit B

SECTION 4. - CHARGES FOR DEPOSITS FOR CONNECTIONS TO EXISTING MAINS AND LATERALS

Sec. A. - Water service.

All applicants for water service will be required to make a meter deposit (payment security deposit) for each water service connection, such deposit to remain with the city throughout the term of the service contract. The amount of the deposit shall be determined as follows:

1. The deposit for all residential and commercial customers shall be \$50.00 and the deposit for all customers ~~using a city provided fire hydrant meter shall be \$750.00.~~
2. For customers who have previously been eligible for discontinuance under preceding section 3.D, the deposit shall be determined by the utility billing supervisor to equal the multiple of \$5.00 nearest the largest amount ever previously owed by that particular customer, but in no case [shall be] less than \$30.00.

The deposit will be refunded, or in event a balance is due, applied against the final bill for services required upon termination of the contract. The city will not pay interest on meter deposit funds.

In locations where a complete service connection, including tap, service line, curb stop, meter and box were paid for or installed by a prior single customer, no charges are made other than the meter deposit (above) and the regular monthly service charges as set forth in section 3.

In locations where a complete service connection, including tap, service line, curb stop, meter and box were paid for or installed by a developer, the charge for the right to connect to the system shall be ~~\$100.00~~ \$150.00 plus the meter deposit set forth above and the regular monthly service charges as set forth in section 3. Failure to properly prepare the site for a meter to be installed at the arranged time, may result in a re-inspection fee being applied as identified in Sec. 2-26. Fees and Charges for City Services, Item g.

For ~~five eighths by three fourths inch.~~ three-fourths inch, and one-inch connections (tap fees) the cost shall be ~~\$1,100.00.~~ \$1,400.00. For one and one-half inch and two-inch connections (tap fees) the cost shall be ~~\$1,400.00.~~ \$2,000.00. For connections larger than two inches, the connection will be made by the applicant's utility contractor and inspected by the city.

Where applicable, there shall be added the cost of street repairs as follows: A minimum street cut of ~~\$100.00~~ \$2,000.00 shall be deposited at the time water service is requested and before service is started on installation of such connection. Should the final cost of the work exceed the amount of the deposit, a statement showing the amount of the excess will be immediately furnished to the person having made the deposit, and this amount will be due before water service is actually begun. Should the final cost be less than the amount of the deposit or estimate, a refund of overpayment will be immediately made to the person from whom the deposit was received.

Extension of the service piping from the city's meter and curb stop shall be accomplished by the customer at his/her expense; however, such installation shall be in accordance with the applicable ordinances of the city.

The use of a fire hydrant meter for a permanent or semi-permanent irrigation system shall be prohibited.

~~Any evidence of tampering or damage to a fire hydrant meter shall be documented at the time of reading and the meter shall be kept for repair. The customer shall be required to remit an additional security deposit of \$750.00 for the use of another meter.~~

~~This deposit will be applied to the repair of the damaged meter. Upon completion of repair, the remaining monies will be applied to the account, if needed. If there is no outstanding balance on the account, the monies shall be remitted to the customer.~~

(Ord. No. O-76-220, 2-17-76; Ord. No. O-87-649, 6-15-87; Ord. No. O-93-897, § 3, 4-6-93; Ord. No. O-03-1406, § 3, 6-17-03; Ord. No. O-14-1945, § 6(Exh. B), 12-16-14)

Sec. B. - Sewer service.

Applicants for sewer service who have also posted the meter deposit for water

service to serve the same location are not required to post separate deposit for sewer service; however, if the applicant receives sewer service only, or for any other reason has not posted the water meter deposit, then they will be required to make a sewer service payment security deposit, in the amount of \$10.00 for each such sewer service connection, which will remain on deposit with the city throughout the term of the service contract. The deposit will be refunded, or in the event a balance is due, applied against the final bill for services rendered, upon termination of the contract. The city will not pay interest on such deposit funds.

Where the main or lateral sewer and service sewer has been installed by the developer within his development, the charge for the right to connect to the system shall be

~~\$100.00.~~ \$150.00

(Ord. No. O-76-220, 2-17-76; Ord. No. O-87-649, 6-15-87)

Where the city has extended lateral sewers or other sewer mains or said lateral sewers or mains are installed pursuant to section 5 hereof and the customer is not a participating individual, the charge for the right to connect to the system shall be computed as follows:

The individual customer's front footage divided by the summation of all the individual customer's front footages receiving point of service by the sewer lateral extension project multiplied by the times the total cost [multiplied by the total cost] of the sewer lateral extension project including the cost of street repairs, other repairs and appurtenances.

(Ord. No. O-86-618, 6-24-86)

Where applicable there shall be added the cost of street repairs as follows: A minimum street cut [deposit] of ~~\$100.00~~ 2,000.00 shall be deposited at the time sewer service is requested and before service is started on installation of such connection. Should the final cost of the work exceed the amount of the deposit, a statement showing the amount of the excess will be immediately furnished to the person having made the deposit, and this amount will be due before ~~water service is actually begun~~ final acceptance. Should the final cost

be less than the amount of the deposit or estimate, a refund of overpayment will be immediately made to the person from whom the deposit was received.

Each single customer shall also be responsible for paying for cost and accomplishing the tapping of the sewer main or lateral and installation of the required ~~tapping saddle~~Inserta-Tee (or equivalent), service sewer, and house sewer. All materials used and methods of construction shall be in full compliance with the latest specifications as adopted by the city and the applicable ordinances of the city. The person or persons actually performing the installation of the service sewer must be properly licensed plumbers in accordance with city requirement and shall obtain all permits, particularly including a permit from the city, prior to tapping the city's lateral sewer or other sewer, and no sewer service installation will be considered as acceptable for service unless and until the installation has been inspected and approved by a representative of the city prior to and after completion of the trench backfill. The permit of the city, as evidenced by a copy of the receipt for payment of the connection charge and CCTV Inspection fee, if applicable. ~~charge~~, shall be in possession of the person performing the installation of the service connection and shall be exhibited to the city's superintendent or inspector at ~~their~~his request.

ORDINANCE O-21-2173

AN ORDINANCE AMENDING PART II, CHAPTER 2-ADMINISTRATION, ARTICLE II- FINANCE, DIVISION 1, SEC. 2-26 FEES AND CHARGES FOR CITY SERVICES, OF THE COLLEYVILLE, TEXAS, CODE OF ORDINANCES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Colleyville charges fees for services and materials as authorized in the Code of Ordinances and it is desirous to update those fees; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including but not limited to the Open Meeting Act; and

WHEREAS, the City Council determines that the passage of this ordinance is in the best interests of the health, safety, and welfare of the public.

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

- Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Sec. 2. THAT from and after the effective date of this ordinance, Chapter 2 Section 2-26 of the Code of Ordinances, fees and charges for city services shall be deleted and replaced in its entirety with the revisions as shown on Exhibit "A".
- Sec. 3. THAT the effective date of this ordinance shall be October 1, 2021.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 7th day of September 2021.

The second reading and public hearing being conducted on the 21st day of September 2021.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM:

Whitt L. Wyatt
City Attorney



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 7a

Agenda Date 9/21/2021

Number Resolution R-21-4652

Type Resolution

Department Community Development

Title

Consideration of a variance to the provisions of Section 3.24.G, Schedule of District Regulations of the Land Development Code, specifically the lot area, front setback, maximum lot coverage, and maximum impervious coverage in the RD Two Family Residential district, for Lot 15, Block 6, Woodland Hills, located at 3403 Queensbury Way E., Case VC21-004

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

Reading and Public Hearing

Chris Johnson, the applicant, has submitted a request for variances to the provisions of Section 3.24G, Schedule of District Regulations of the Land Development Code, specifically for lot area, front setback, maximum lot coverage, and maximum impervious coverage, in the RD Two Family Residential district. The request is to allow for rebuilding of the home that was completely destroyed due to a fire.

Existing Conditions/Background: The subject property, 3403 Queensbury Way East, resides near the intersection of Martin Parkway and Queensbury Way East and has RD zoning. The home was completely damaged in a fire and a 100% rebuild is necessary.

Requested Variances: The applicant is requesting a variance to allow the lot size of 12,422 s.f., a front setback of 25 ft., a maximum lot coverage of 33%, and a maximum impervious coverage of 66%. The variances would allow for the home to be reconstructed.

Ordinance – Chapter 3 – Land Use – Section 3.24.G Schedule of District Regulations
G. Schedule of District Regulations:

SECTION 3.24.G – SCHEDULE OF DISTRICT REGULATIONS

MAXIMUM RESIDENTIAL DENSITY; MINIMUM LOT SIZE REQUIREMENTS; MINIMUM YARD REQUIREMENTS; MAXIMUM BUILDING HEIGHT; MAXIMUM LOT COVERAGE; OUTDOOR STORAGE; SCREENING; AND, HOURS OF OPERATION

RD Two Family Residential (When developed as Single-Family it shall meet the R-20 standards)

Minimum Lot Size	20,000 square feet	12,422 s.f.
Minimum Lot Width	100 feet	100 ft.
Minimum Lot Depth	125 feet	125 ft.
Front Building Line	30 feet	25 ft.
Side Building Line	10 feet	10 ft.
Rear Building Line	25 feet	25 ft.
Max. Lot Coverage	30%	33%
Max. Impervious Coverage	60%	66%

Plat Status: The property is currently platted as Lot 15, Block 6, of the Woodland Hills Addition.

DRC Review: The Development Review Committee (DRC) reviewed the request at their August 23, 2021, meeting, did not offer any comments, and scheduled the request for the City Council meeting on September 21, 2021.

Drainage: NA

Analysis – The subject property is requesting to have a variance to the lot size, front setback, maximum lot coverage, and maximum impervious coverage for the purpose of building a new home to replace the previous home, which was completely destroyed by fire. In addition to the variance to lot area, the house is proposing a front setback at 25 feet, where the previous house sat and where all the other houses on the street are located. To replace the home with a similarly sized home, the lot coverage is proposed to be at 33%. The variance also seeks to allow the maximum impervious cover to be increased from 60% to 66%, so the existing circular driveway and sidewalk can remain. The previous pool decking was removed and new pool decking is part of the project, which is part of the increased impervious coverage.

Should the variance request be denied, the applicant would only be allowed to meet the R-20 regulations for the front setback, lot coverage, and impervious coverage. A variance to lot area is still required.

Surrounding Development: The properties to the north, east, and west are zoned RD Two Family Residential district and are improved with single-family residential homes. The properties to the south have PUD-R Planned Unit Development – Residential district zoning and are improved with single-family residential homes.

Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners Associations within 1,000 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. To date, no formal correspondence has been received.

Staff Recommendation: Staff recommends approval of the requested variances.

Financial Impact

There is no financial impact to the City.

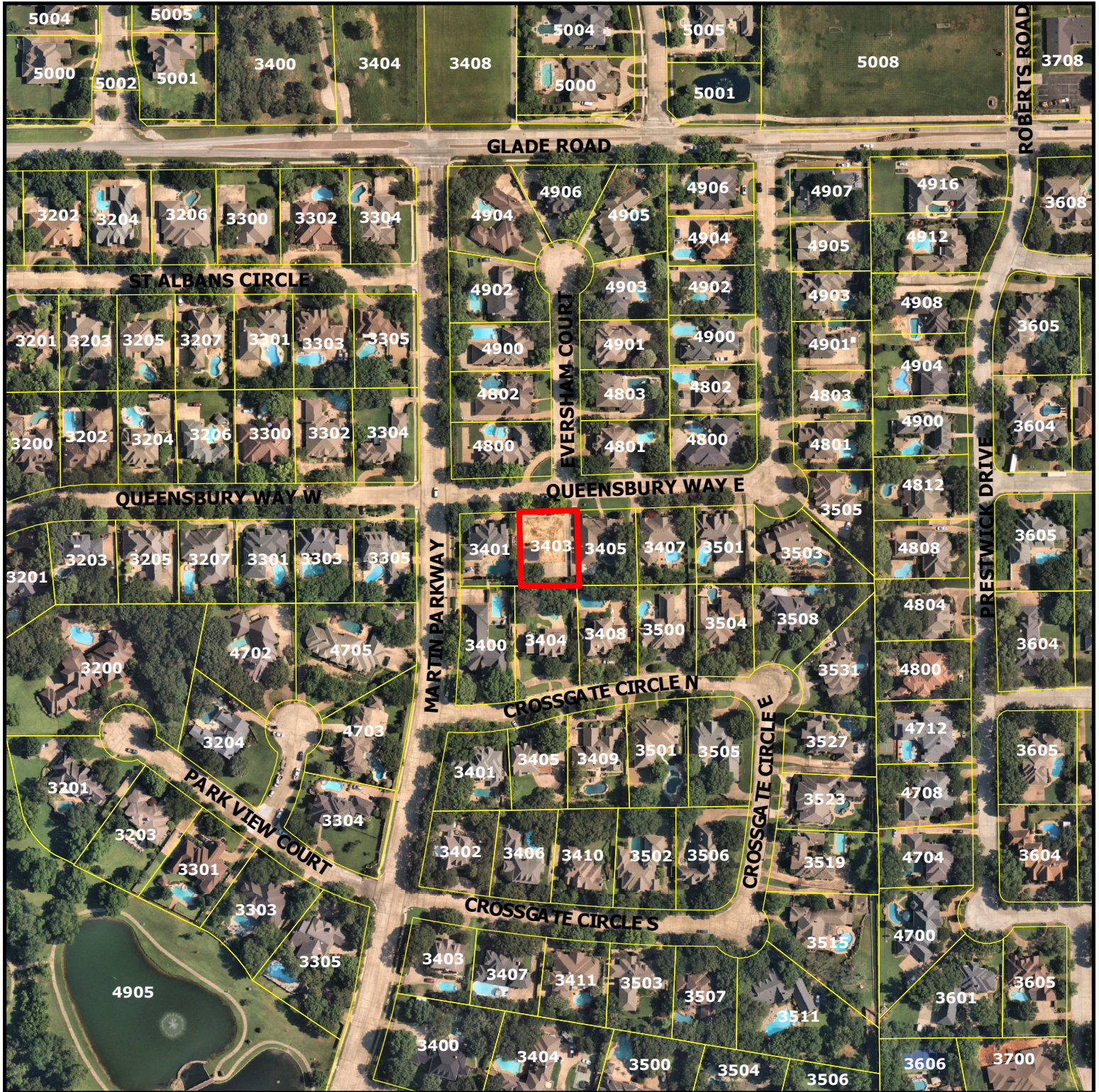
Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. 3403 Queensbury Variance Request
5. 3403 Queensbury Way - Site and Building Plans
6. 3403 Queensbury Way Site Plan and TOPO
7. 3403 Queensbury Way survey
8. Notification Map
9. Notification List
10. Resolution R-21-4652

Aerial Map



VC21-004

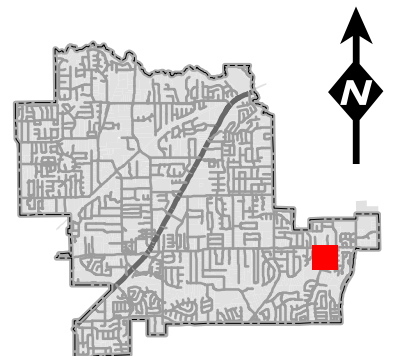
3403 Queensbury Way E.

DISCLAIMER:

This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.



Subject Property



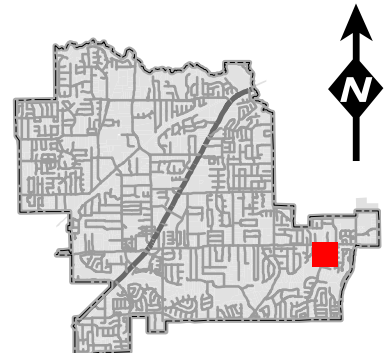
Zoning Map



VC21-004
3403 Queensbury Way E.

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 Subject Property



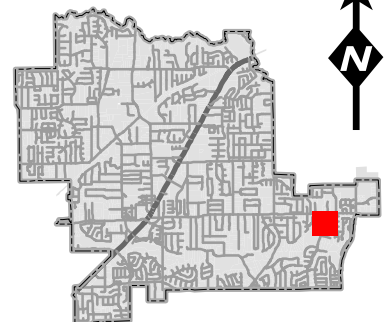
Future Land Use Map



VC21-004

3403 Queensbury Way E.

- Subject Property
- Residential
- Institutional
- Open Space; Parks



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August 8, 2021

City of Colleyville,

JLP Custom Homes would like to request 3 variances for a new construction SFR home in Colleyville at 3403 Queensbury Way E. in Woodland Hills Addition. The current zoning for this property and the homes surrounding this property are currently RD which follows R-20 guidelines.

- 1) The Tipton family home suffered a fire that resulted in 100% loss of the dwelling and had to be torn down. We have completed plans to build a new home for the Tipton family and get them back to normal life. The previous home was built when the front yard setback was 25' as are the rest of the surrounding homes. There is pool in the back yard which is remaining and operational. Due to the location of the pool if we were to observe the 30' front setback it would be extremely difficult to construct a home with the necessary space in the downstairs living area for a home of this caliber in this neighborhood and that would fit in size wise and in line with the rest of the homes on the street. This residence would be the only one on the block sitting back 30'. I ask you to please consider this in your decision-making process to approve or deny us the variance to move forward with construction. Thank you for your time and understanding
- 2) JLP Custom Homes is also requesting a variance approval for the maximum percentage of lot coverage for the new SFR dwelling. Current guidelines require a maximum 30% lot coverage for the dwelling, and we are currently at 33%. I ask you to please approve this 3% overage on the new homes plan and take into consideration that this new home's floor plan is very similar to the old home's bottom floor as far as size and placement to fit in the space allotted between the pool and the front circular drive. The back porch grew in size, but the pool decking has been removed to be updated and will cover less of the lot than previous pool decking, overall, we will be almost identical to the percentage of impermeable surface area on the lot as the old home, pool, and flat work were. I ask again for your approval on this variance so we can move forward with construction on this home that will bring beauty and the high standards of construction this community demands. I ask you to please consider this in your decision-making process to approve or deny us the variance to move forward with construction. Thank you for your time and understanding.

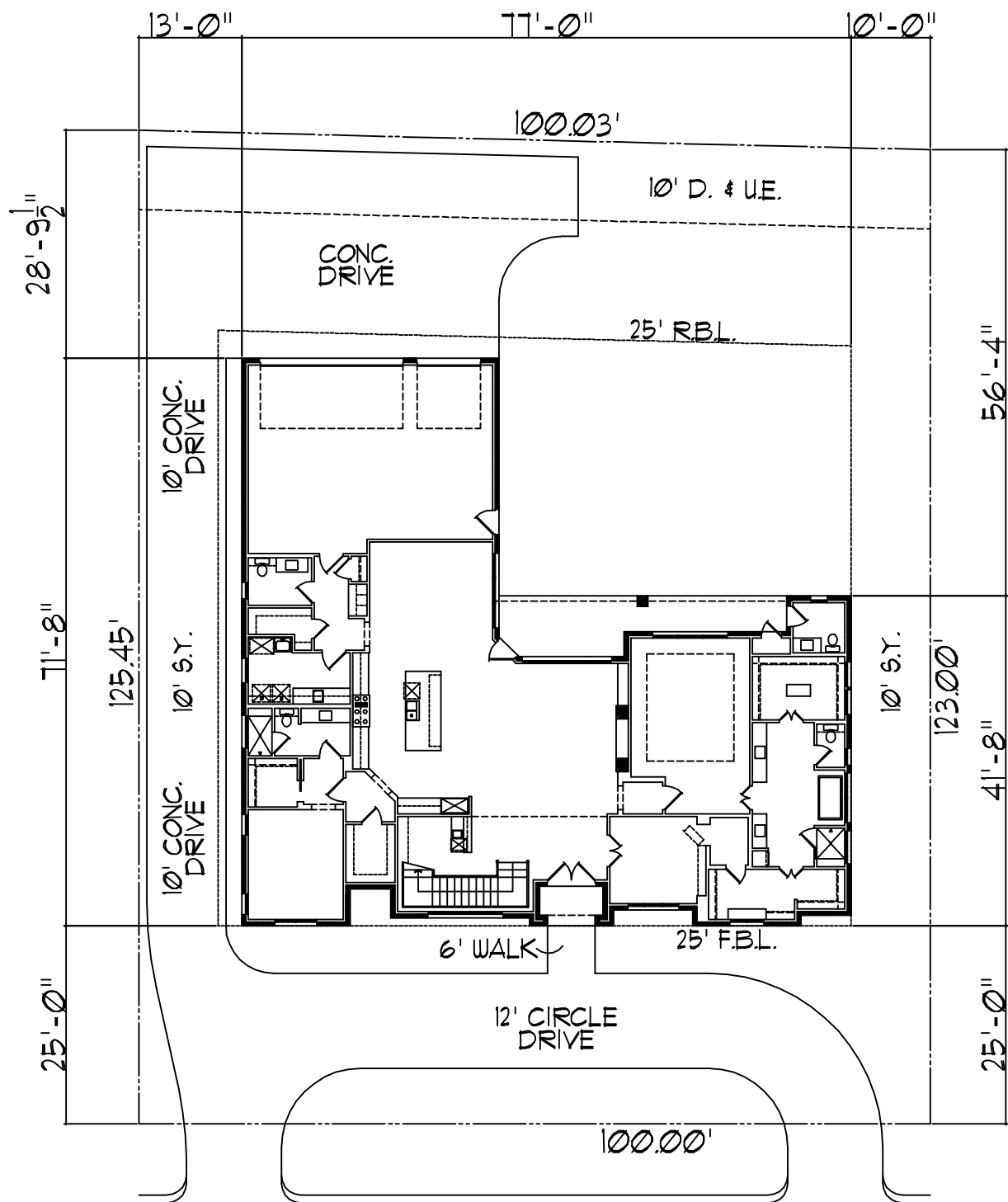
- 3) The 3rd and final variance request we would like to make is for the impervious coverage maximum allowance. The maximum coverage allotted by RD zoning is 60% and with the current circular drive and sidewalk that will remain, the new SFR dwelling and the pool and decking we are exceeding this maximum by 6% for a total of 66%. We have torn out the old pool decking and the amount of impervious coverage including the new pool decking will be closer to 63% as the new home takes up some of the space the old pool decking occupied. The pool decking is currently removed as the property sits now. Thank you for your consideration again on behalf of JLP Custom Homes and the Tipton family.

Chris Johnson

JLP Custom Homes

682-554-4310

JLPCustomhomes@yahoo.com



3403 QUEENSBURY WAY EAST



"WHEN ONLY THE BEST WILL DO"
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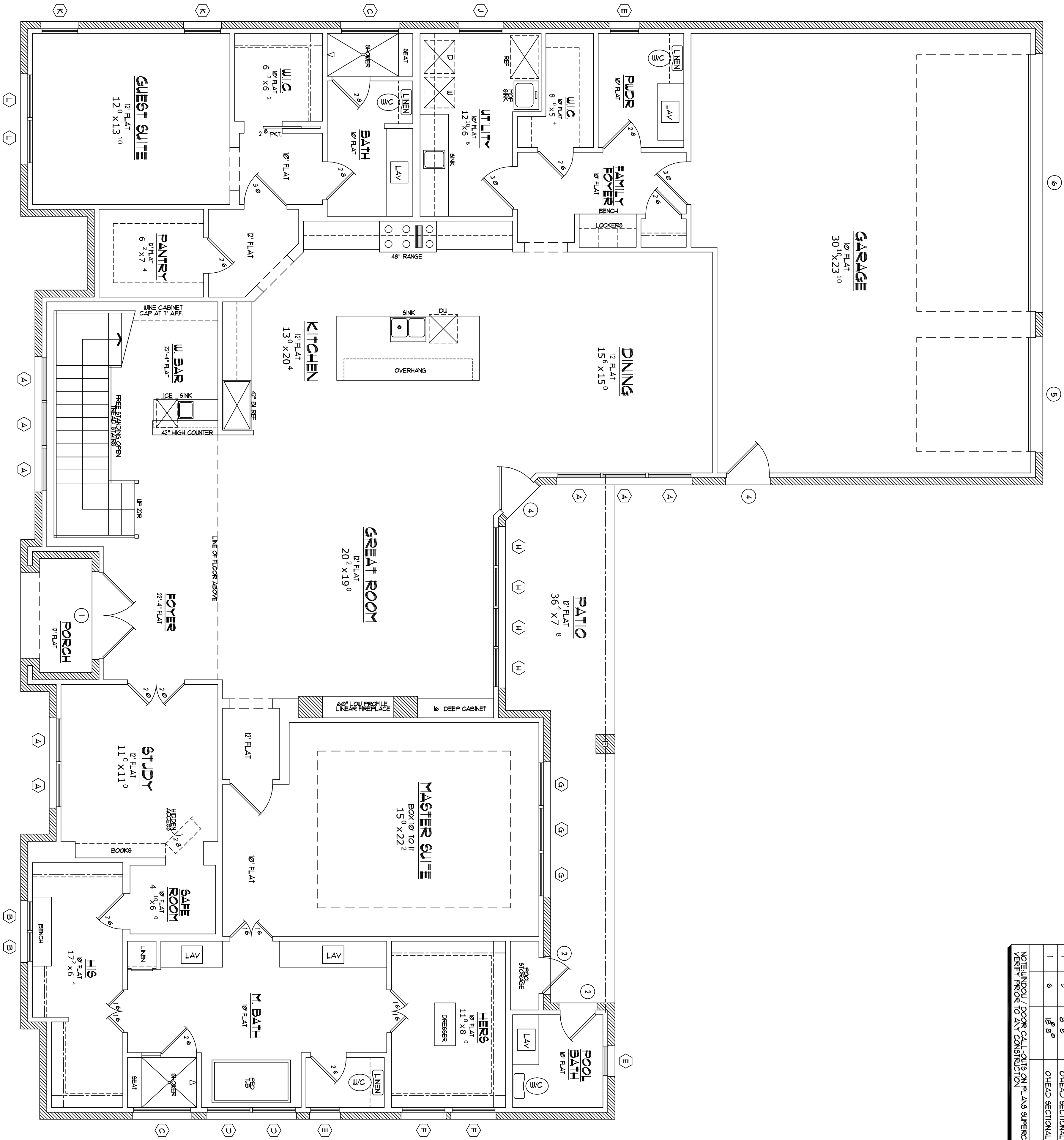
www.crestresidentialdesign.com

PLOT PLAN
SCALE 1" = 20'-0"
LOT 15 BLOCK 6
WOODLAND HILLS
COLLEYVILLE, TEXAS
JLP HOMES
TIPTON RESIDENCE

* Builder/Owner to verify and check all aspects of this site and plot plan prior to any construction JOB # 2021-03

FIRST FLOOR PLAN

1/4" = 1'-0"



O EXTERIOR DOOR SCHEDULE			
QTY	MARK	SIZE	REMARK
1	1	6'0" x 6'0"	DOUBLE DECO FRONT
2	2	2'0" x 6'0"	5C
1	3	3'0" x 9'0"	ONE LITE FRENCH W/ 1/2" MILLED TRANSOM
1	4	3'0" x 9'0"	5C
1	5	6'0" x 6'0"	CHEAD SECTIONAL
1	6	1'0" x 8'0"	C-HEAD SECTIONAL

NOTE: WINDOW / DOOR CALL-OUTS ON PLANS SUPERCEDES SCHEDULE

O WINDOW SCHEDULE			
QTY	MARK	SIZE	REMARK
11	A	3'0" x 6'0"	FXD DL MILLED
2	B	2'0" x 6'0"	FXD DL MILLED
2	C	4'0" x 2'0"	FXD
2	D	3'0" x 6'0"	FXD MILLED
3	E	2'0" x 6'0"	SH
2	F	3'0" x 2'0"	FXD
3	G	3'0" x 6'0"	SH MILLED
4	H	2'0" x 6'0"	FXD DL MILLED
1	J	3'0" x 1'0"	SH
2	K	2'0" x 1'0"	FXD DL
2	L	3'0" x 6'0"	SH DL MILLED
3	M	3'0" x 6'0"	SH
1	N	5'0" x 6'0"	H5
2	P	2'0" x 1'0"	FXD MILLED
1	R	3'0" x 1'0"	FXD
4	S	3'0" x 1'0"	SH DL MILLED

NOTE: WINDOW / DOOR CALL-OUTS ON PLANS SUPERCEDES SCHEDULE

O WINDOW SCHEDULE			
QTY	MARK	SIZE	REMARK
11	A	3'0" x 6'0"	FXD DL MILLED
2	B	2'0" x 6'0"	FXD DL MILLED
2	C	4'0" x 2'0"	FXD
2	D	3'0" x 6'0"	FXD MILLED
3	E	2'0" x 6'0"	SH
2	F	3'0" x 2'0"	FXD
3	G	3'0" x 6'0"	SH MILLED
4	H	2'0" x 6'0"	FXD DL MILLED
1	J	3'0" x 1'0"	SH
2	K	2'0" x 1'0"	FXD DL
2	L	3'0" x 6'0"	SH DL MILLED
3	M	3'0" x 6'0"	SH
1	N	5'0" x 6'0"	H5
2	P	2'0" x 1'0"	FXD MILLED
1	R	3'0" x 1'0"	FXD
4	S	3'0" x 1'0"	SH DL MILLED

NOTE: WINDOW / DOOR CALL-OUTS ON PLANS SUPERCEDES SCHEDULE

FINALS 05-28-21

AREAS:	
FIRST FLOOR	3,070 #
SECOND FLOOR	1,241 #
APPROXIMATE LIVING	4,261 #
COVERED PATIO & POOL BATH	278 #
PORCH	44 #
GARAGE	772 #
APPROXIMATE TOTAL AUR	5,361 #
SLAB	414 #

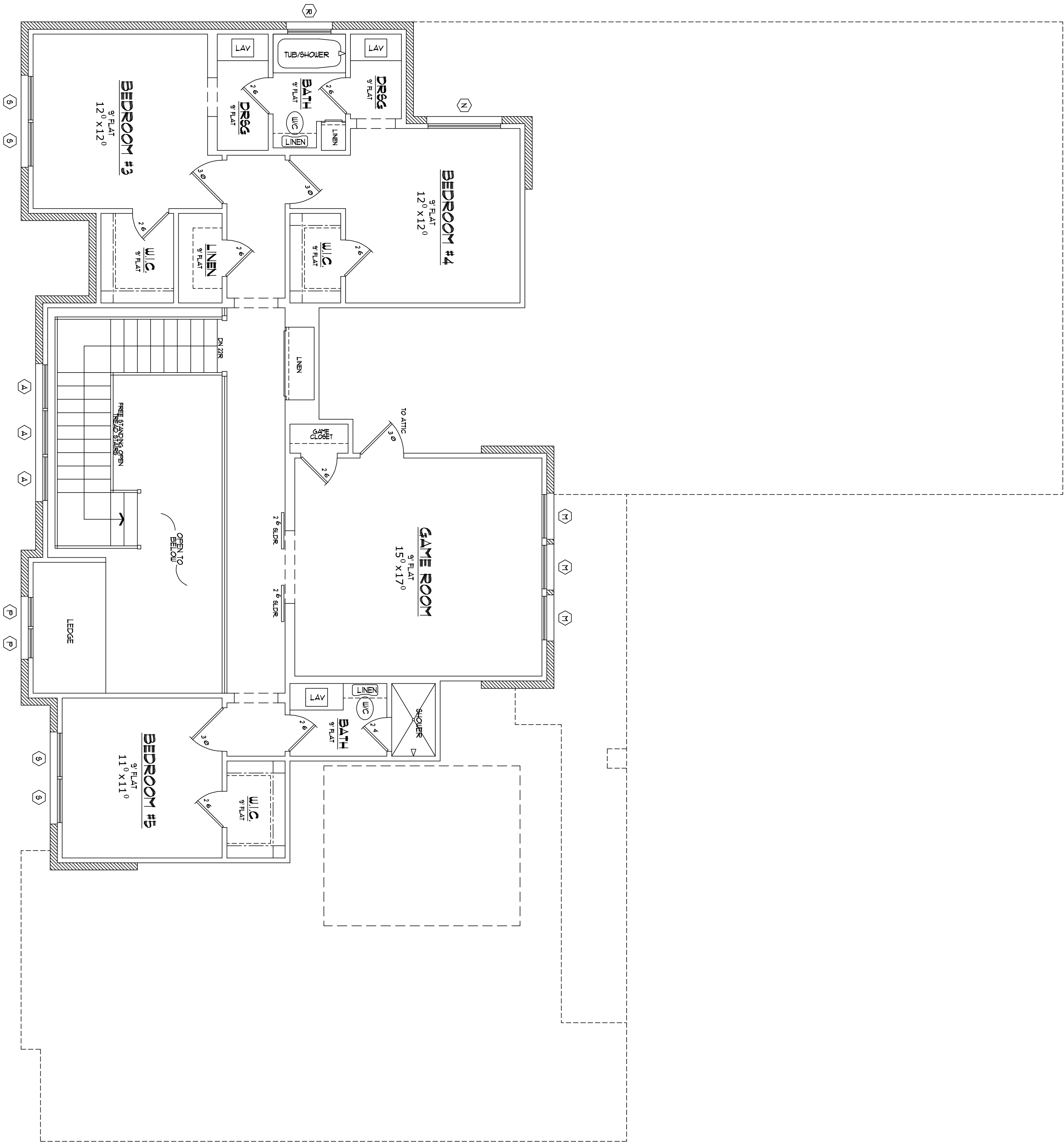


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TIPTON RESIDENCE
3403 QUEENSBURY WAY EAST COLLEYVILLE, TX
JLP CUSTOM HOMES
LOT 15 BLOCK 6 WOODLAND HILLS

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DRAWN BY: DMN
DATE: 03-21-21
REVISION 1
DATE: ---
BY: ---
REVISION 2
DATE: ---
BY: ---
CHECKED BY: ---
DATE: ---

PLAN #
4261
JOB # 2021-16



SECOND FLOOR PLAN

1/4" = 1'-0"

FINALS 05-28-21



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BY: _____
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DATE: _____



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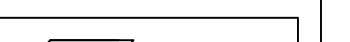
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DRAWN BY:	DMN
DATE:	03-21-21
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REVISION 2	---
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CHECKED BY
BY: _____
DATE: _____



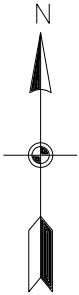
FINAL 05-28-21

JOB # 2021-16 PLAN # 4267	 Crest Residential Design	"WHEN ONLY THE BEST WILL DO" CREST RESIDENTIAL DESIGN RESIDENTIAL * COMMERCIAL * REMODEL PHONE 1-833-PLANS 4 US www.crestresidentialdesign.com	TIPTON RESIDENCE 3403 QUEENSBURY WAY EAST CLEVELYVILLE, TX JLP CUSTOM HOMES LOT 15 BLOCK 6 WOODLAND HILLS		These plans are the property of Crest Residential Design, and are not to be reproduced or used in any way without the written permission of Crest Residential Design. The purchase of these plans does not constitute an offer of insurance. Builder/Owner shall verify and check all aspects prior to any construction. Designer's liability not to exceed the paid for plans. Copyright ©2018 Crest Residential Design
			DRAWN BY: DMN DATE: 03-21-21 REVISION 1 BY: --- DATE: --- REVISION 2 BY: --- DATE: --- CHECKED BY: --- BY: --- DATE: ---	REVISION 1 BY: --- DATE: --- REVISION 2 BY: --- DATE: --- CHECKED BY: --- BY: --- DATE: ---	

TOPOGRAPHIC SURVEY

Lot 15, Block 6, WOODLAND HILLS, an Addition to the City of Colleyville,
Tarrant County, Texas, according to the plat recorded in Volume 388-213, Page 18,
Plat Records, Tarrant County, Texas.

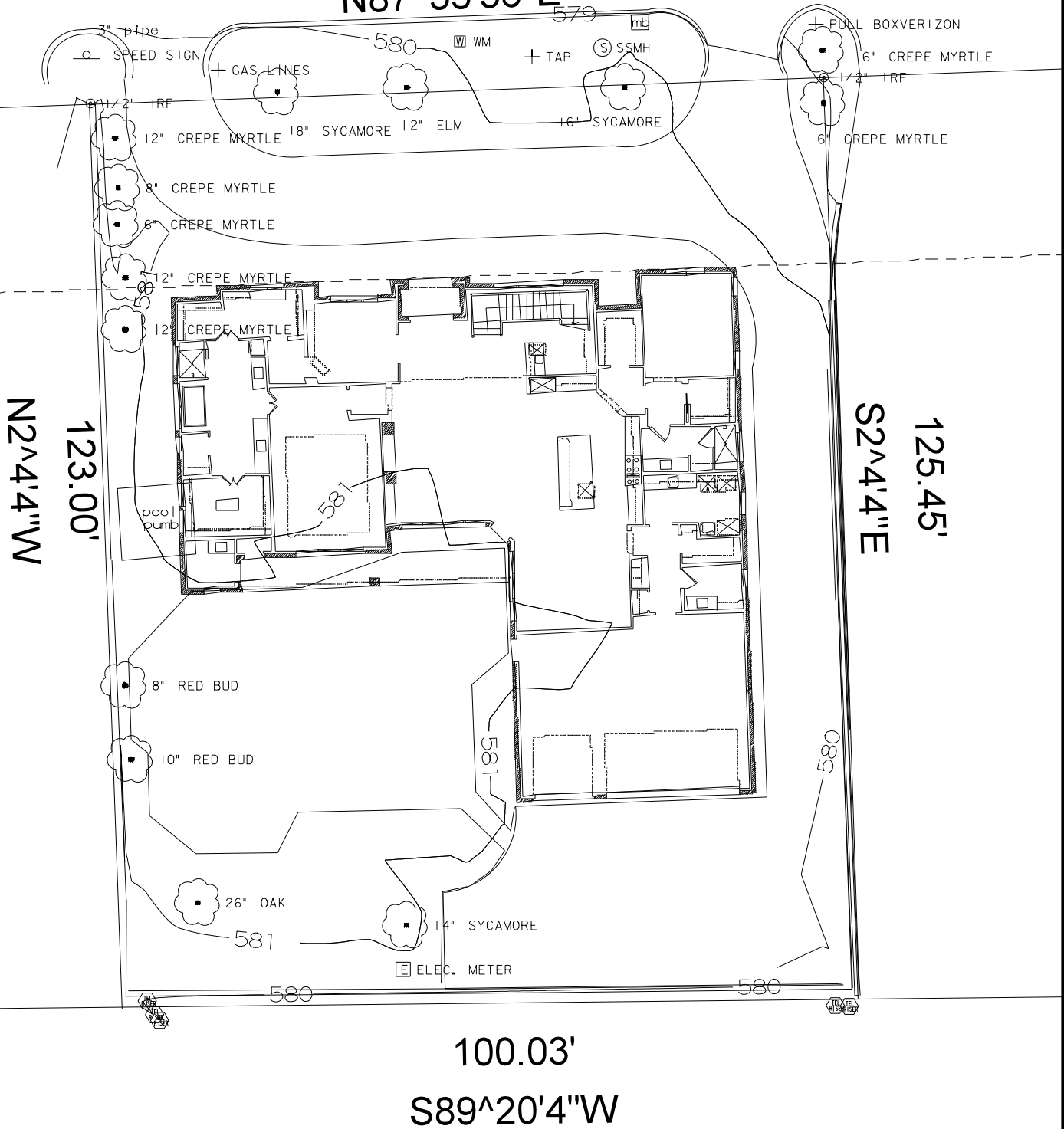
2
" X " CUT
• N=7005977.46
E=2394322.80
EL=578.91



1" = 20'

QUEENSBURY WAY EAST
100.00'

N87°55'56"E



DRAWN BY : APA
DATE: 01-15-19
DGN. NO. : 190020L7BL2GP. DGN
APPROVED BY: EK



A.N.A. CONSULTANTS, L.L.C.
Office:
5000 Thompson Terrace
Colleyville, Texas 76034
Office: (817) 335-9900
Fax: (817) 335-9955
TBPLS F.NO.10090800

PAGE
1 OF 1

1620681
1620681

CM found 1/2" iron rod
tel. ped.
N 89° 56' 52" W 100.03'

found 1/2" iron rod
tel. ped.
wood fence
wrought iron fence
brick
concrete
pool
brick column (typical)

10' DRAINAGE & UTILITY EASEMENT (per plat)

LOT 15
BLOCK 6

LOT 14

LOT 16

TWO STORY BRICK
3403 QUEENSBURY
WAY EAST

25' BUILDING LINE (per plat)

found 1/2" iron rod
tel. vault
N 88° 09' 00" E 100.00'

(REFERENCE BEARING)

QUEENSBURY WAY EAST
(50' R.O.W.)

sanitary sewer manhole
water meter
concrete drive
brick retaining wall
wrought iron fence
brick retaining wall
found 1/2" iron rod
concrete

102.02' TO MARTIN PARKWAY (per plat)

CM found 1/2" iron rod
tel. ped.
N 72° 24' 34" E 178.98'

cm
found 1/2"
iron rod
N 72° 29' 39" E
178.98'

NORTH



RLS #:	11-10-0136
CLIENT #:	1620681-FW12
FIELD DATE:	10/18/11
DRAFTER:	OR FIELD: JL
APPROVED:	TWM
SCALE:	1" = 30'

MAPSCO NO: 41-N

0 15 30 45 60

SCALE IN FEET

ADDRESS
3403 Queensbury Way East
Colleyville, Texas 76034

LEGAL DESCRIPTION: (AS FURNISHED)
BEING LOT 15, BLOCK 6, OF THE NINTH FILING OF WOODLAND HILLS, AN ADDITION TO THE CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS, ACCORDING TO MAP OR PLAT THEREOF RECORDED IN VOLUME 388-213, PAGE 18, OF THE MAP AND/OR PLAT RECORDS OF TARRANT COUNTY, TEXAS.

BASIS OF BEARINGS: BEARINGS ARE BASED ON PLAT.

LIST OF PROTRUSIONS:
SURVEYOR INFORMATION:
Precise Land Surveying, Inc.



DALLAS: 4625 EASTOVER DRIVE MESQUITE, TEXAS 75149
PHONE 972-681-7072 FAX 972-279-1309

FT WORTH: FORT WORTH, TEXAS 76112
PHONE 817-451-0522 FAX 817-496-3410



First American
Title Company

**KELLER
WILLIAMS**
REALTY



SURVEYOR'S CERTIFICATE

Notification Map

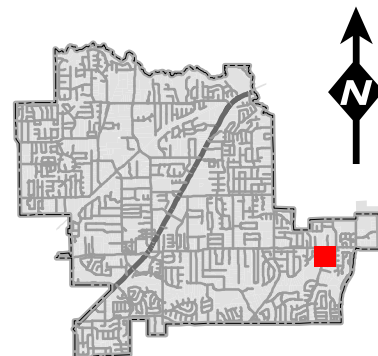


VC21-004

3403 Queensbury Way E.

DISCLAIMER:
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-  Subject Property
-  500ft Buffer
-  Properties within 500ft



OBJECTID	Owner_Name	Owner_Addr	Owner_City	vner_	Situs_Addr
1	CHEN, BEI BEI	3301 QUEENSBURY WAY W	COLLEYVILLE, TX	7603: 3301	QUEENSBURY WAY W
2	KYRISH, MARVIN	3207 QUEENSBURY WAY W	COLLEYVILLE, TX	7603: 3207	QUEENSBURY WAY W
3	THE PAUL E AND BRIGID W MASS	3302 QUEENSBURY WAY	COLLEYVILLE, TX	7603: 3302	QUEENSBURY WAY W
4	KHARE-TENDOLKAR, RACHNA	4901 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4901	QUEENSBURY WAY E
5	PETERSON, WILLIAM A	3407 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 3407	QUEENSBURY WAY E
6	MEILI, WILLIAM	4900 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4900	QUEENSBURY WAY E
7	CHEREK, DANIEL	4906 EVERS HAM CT	COLLEYVILLE, TX	7603: 4906	EVERSHAM CT
8	TAYLOR, TED	4901 EVERS HAM CT	COLLEYVILLE, TX	7603: 4901	EVERSHAM CT
9	MANJEE, RAFIG	3305 QUEENSBURY WAY W	COLLEYVILLE, TX	7603: 3305	QUEENSBURY WAY W
10	NICHOLS, STEPHEN	4801 QUEENSBURY WAY	COLLEYVILLE, TX	7603: 4801	QUEENSBURY WAY E
11	DE LAWYER, BERT	3305 SAINT ALBANS CIR	COLLEYVILLE, TX	7603: 3305	ST ALBANS CIR
12	SANDERS, GEORGE RUSSELL	3502 CROSSGATE CIR S	COLLEYVILLE, TX	7603: 3502	CROSSGATE CIR S
13	GRAVES, BEN S	3304 ST ALBANS CIR	COLLEYVILLE, TX	7603: 3304	ST ALBANS CIR
14	GUTHRIE, DON W	3200 PARK VIEW CT	COLLEYVILLE, TX	7603: 3405	CROSSGATE CIR N
15	RAGHAVAN, SUDHA	4904 EVERS HAM CT	COLLEYVILLE, TX	7603: 4904	EVERSHAM CT
16	DENTON, LUKE	3304 QUEENSBURY WAY W	COLLEYVILLE, TX	7603: 3304	QUEENSBURY WAY W
17	COPLEN, PHILLIP E	4803 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4803	QUEENSBURY WAY E
18	GRIGGS, DUDLEY	3406 CROSSGATE CIR S	COLLEYVILLE, TX	7603: 3406	CROSSGATE CIR S
19	ZEMBLAWSKI, STEVEN A	3501 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3501	CROSSGATE CIR N
20	GLIDEWELL, JOHN D	3301 ST ALBANS CIR	COLLEYVILLE, TX	7603: 3301	ST ALBANS CIR
21	ALLMOND, CHARLES S	3501 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 3501	QUEENSBURY WAY E
22	CAROLYN M MEEKS LIVING TRUS	8729 SHADYWOOD LN	NORTH RICHLAND HILLS, TX	7603: 3300	QUEENSBURY WAY W
23	DOLLO, DANIEL L	4900 EVERS HAM CT	COLLEYVILLE, TX	7603: 4900	EVERSHAM CT
24	WHITMAN, K A	3402 CROSSGATE CIR S	COLLEYVILLE, TX	7603: 3402	CROSSGATE CIR S
25	ROHRA, MAHESH	7701 RIALTO BLVD APT 136	AUSTIN, TX	7873: 4800	EVERSHAM CT
26	GROSSMAN, CHARLES	3500 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3500	CROSSGATE CIR N
27	LEMASTER, ANTHONY	4904 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4904	QUEENSBURY WAY E
28	LACKEY, JOHN	3206 QUEENSBURY WAY W	COLLEYVILLE, TX	7603: 3206	QUEENSBURY WAY W
29	ADAMS, NICHOLAS	3401 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 3401	QUEENSBURY WAY E
30	THE RAY & CHRISTY FULLER REV	3405 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 3405	QUEENSBURY WAY E
31	BOTIK, MARC R	4803 EVERS HAM CT	COLLEYVILLE, TX	7603: 4803	EVERSHAM CT
32	KWIDZINSKI, BRUCE J	4801 EVERS HAM CT	COLLEYVILLE, TX	7603: 4801	EVERSHAM CT
33	FOLTZ, WILLIAM	3204 PARK VIEW CT	COLLEYVILLE, TX	7603: 3204	PARK VIEW CT
34	SHAFFER, TERI R	3523 CROSSGATE CIR E	COLLEYVILLE, TX	7603: 3523	CROSSGATE CIR N
35	TAYLOR, ROBERT L	4802 EVERS HAM CT	COLLEYVILLE, TX	7603: 4802	EVERSHAM CT
36	BROWDER, JOHN	4902 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4902	QUEENSBURY WAY E
37	GRAFFIGNA, PATRICE R	3408 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3408	CROSSGATE CIR N
38	OLEY, THOMAS J	3303 ST ALBANS CIR	COLLEYVILLE, TX	7603: 3303	ST ALBANS CIR
39	ROA, RAFAEL E	3409 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3409	CROSSGATE CIR N
40	TIPTON, GEORGE	3403 QUEENSBURY WAY	COLLEYVILLE, TX	7603: 3403	QUEENSBURY WAY E
41	DECLERK, CHRISTOPHER	4903 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4903	QUEENSBURY WAY E
42	CASEY, JOHN P	3410 CROSSGATE CIR S	COLLEYVILLE, TX	7603: 3410	CROSSGATE CIR S
43	BHARDWAJ, TUSHAR	4802 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4802	QUEENSBURY WAY E
44	PELITERE, MICHAEL	3504 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3504	CROSSGATE CIR N
45	SAM, JASON	3304 PARK VIEW CT	COLLEYVILLE, TX	7603: 3304	PARK VIEW CT
46	VAN DYKE, PAMELA	3400 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3400	CROSSGATE CIR N
47	POWERS, PHILIP	3503 QUEENSBURY WAY	COLLEYVILLE, TX	7603: 3503	QUEENSBURY WAY E
48	BURRIESCI, THOMAS M	3303 QUEENSBURY WAY W	COLLEYVILLE, TX	7603: 3303	QUEENSBURY WAY W
49	KING, JAMES P	3505 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3505	CROSSGATE CIR N
50	AUSTIN, STEPHEN	3531 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3531	CROSSGATE CIR N
51	POUNDS, DRUE A	4903 EVERS HAM CT	COLLEYVILLE, TX	7603: 4903	EVERSHAM CT
52	MAMMEN, TONY	4705 SUMMIT HILL CT	COLLEYVILLE, TX	7603: 4705	SUMMIT HILL CT
53	MURPHY, DOUGLAS F	3401 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3401	CROSSGATE CIR N
54	CALLAHAN, BRANDON	3404 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3404	CROSSGATE CIR N
55	COX, GREG	3527 CROSSGATE CIR E	COLLEYVILLE, TX	7603: 3527	CROSSGATE CIR N
56	HOLT, ERIK E	3506 CROSSGATE CIR S	COLLEYVILLE, TX	7603: 3506	CROSSGATE CIR S
57	STILLWELL, RONALD	4905 EVERS HAM CT	COLLEYVILLE, TX	7603: 4905	EVERSHAM CT
58	CHRISTMAS, KEVIN A	3505 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 3505	QUEENSBURY WAY E
59	MCDANIEL, MICHAEL A	4702 SUMMIT HILL CT	COLLEYVILLE, TX	7603: 4702	SUMMIT HILL CT
60	CLYDE, RUSS	4902 EVERS HAM CT	COLLEYVILLE, TX	7603: 4902	EVERSHAM CT
61	LEONARD, JOHN W	4800 QUEENSBURY WAY E	COLLEYVILLE, TX	7603: 4800	QUEENSBURY WAY E
62	HOBBS, GEORGE P	4703 SUMMIT HILL CT	COLLEYVILLE, TX	7603: 4703	SUMMIT HILL CT
63	FANGMAN, JAMES ROBERT	3508 CROSSGATE CIR N	COLLEYVILLE, TX	7603: 3508	CROSSGATE CIR N
64	WOODLAND HILLS (COLLEYVILLE	4100 Oxford Court	COLLEYVILLE, TX	7603: COURTESY NOTICE	
65	PRESTWICK PARK WEST	3605 Cotswold Court	COLLEYVILLE, TX	7603: COURTESY NOTICE	
66	STRATHMORE ADDITION	5012 Strathmore Terrace	COLLEYVILLE, TX	7603: COURTESY NOTICE	
67	HERITAGE GLEN ADDN-COLLEYV	5105 Auburndale Avenue	COLLEYVILLE, TX	7603: COURTESY NOTICE	
68	GRAPEVINE COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE, TX	7605: STATE REQUIRED	

RESOLUTION R-21-4652

**A RESOLUTION APPROVING A REQUEST FOR A VARIANCE TO
SECTION 3.24.G SCHEDULE OF DISTRICT REGULATIONS OF THE
LAND DEVELOPMENT CODE, FOR LOT SIZE, FRONT SETBACK,
MAXIMUM LOT COVERAGE, AND MAXIMUM IMPERVIOUS
COVERAGE, LOCATED AT 3403 QUEENSBURY WAY EAST**

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

Sec. 1. THAT the variance is to allow for a lot area of 12,422 square feet, a front setback of 25 feet, an increase in the maximum lot coverage to 33%, and an increase in impervious coverage to 66% located at 3403 Queensbury Way East (the "Property"), as depicted in Exhibit "A" hereto, is hereby approved, subject to the following conditions:

1. *{to add if approved with conditions}*

Sec. 2. THAT this Resolution shall become effective immediately upon passage; provided the variance for the Property shall become effective immediately upon the conditions stated herein being fully satisfied.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

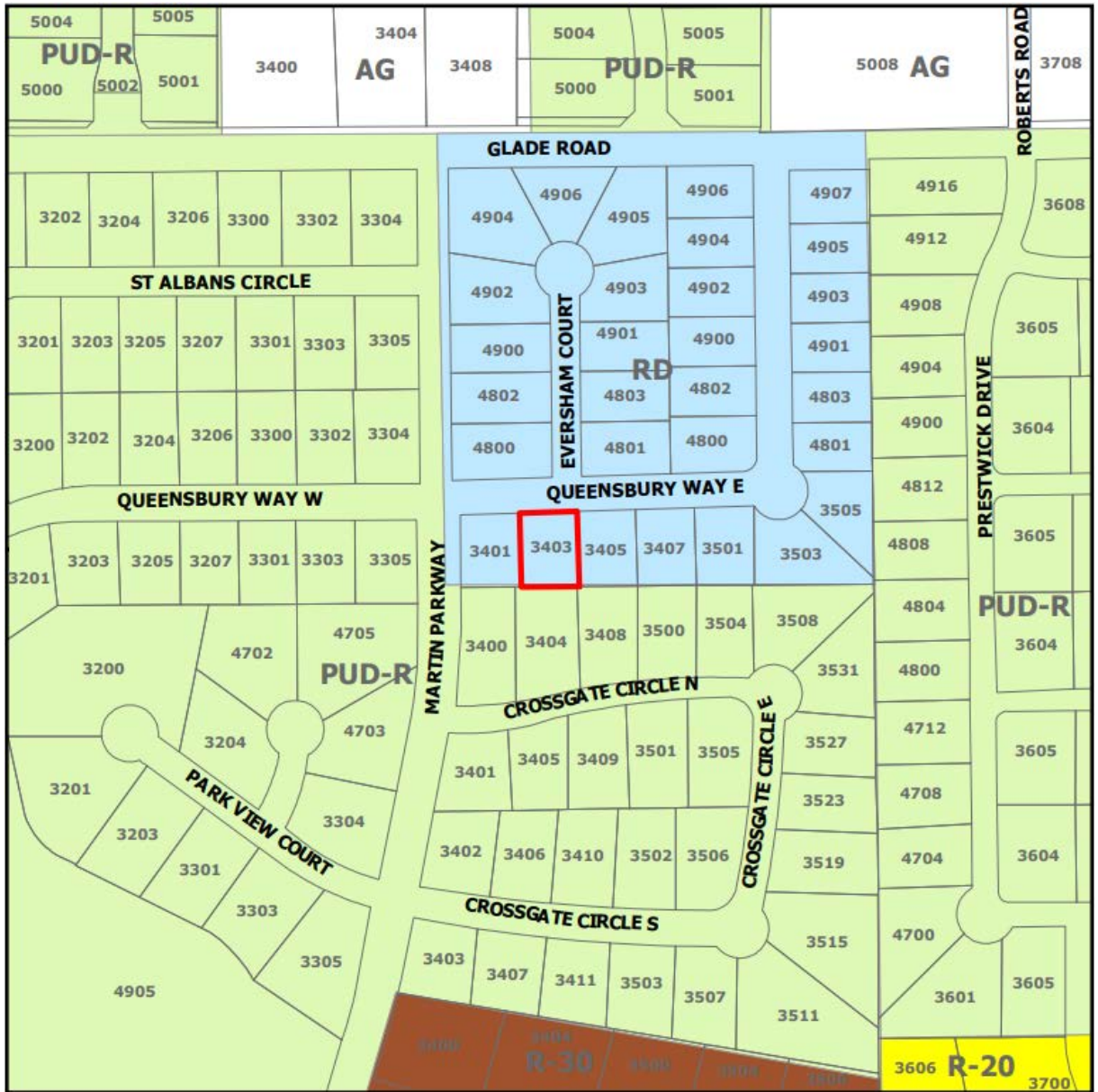
ATTEST:

CITY OF COLLEYVILLE

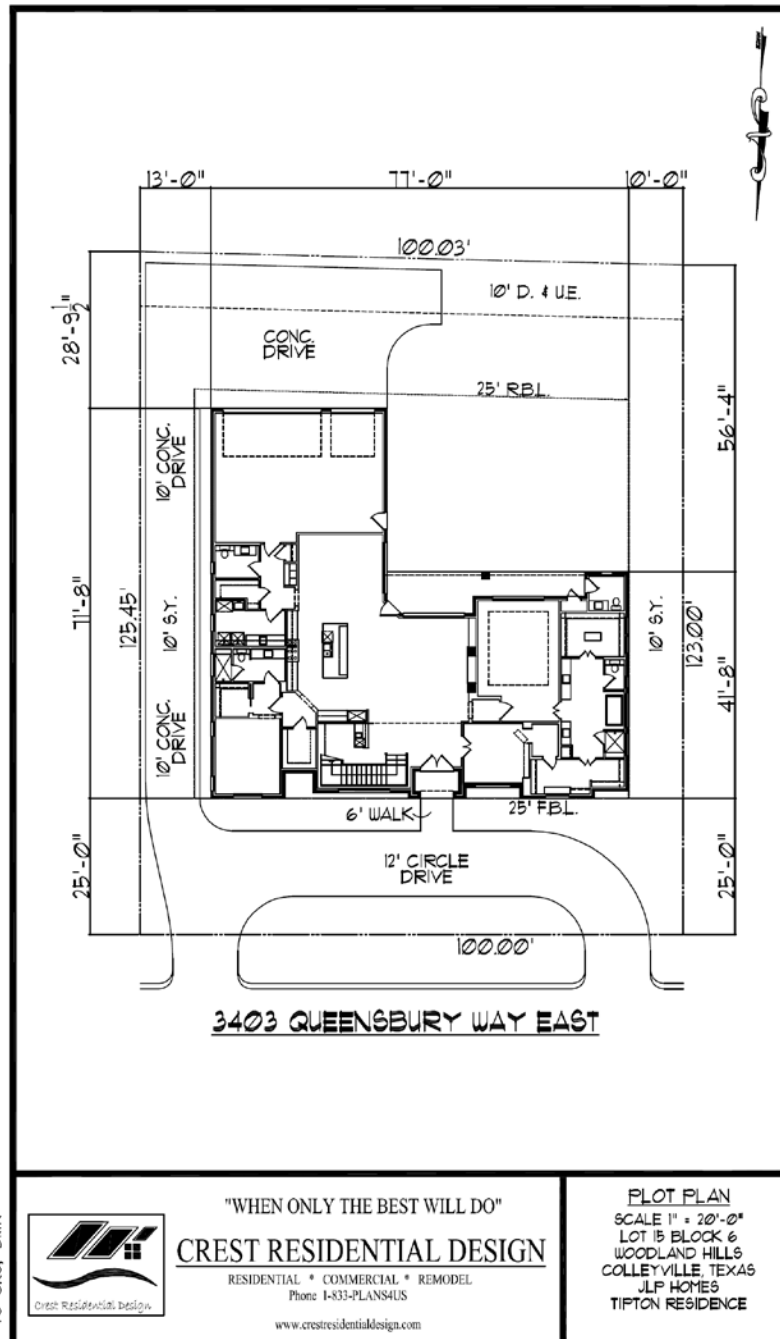
Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

Attachment "A"

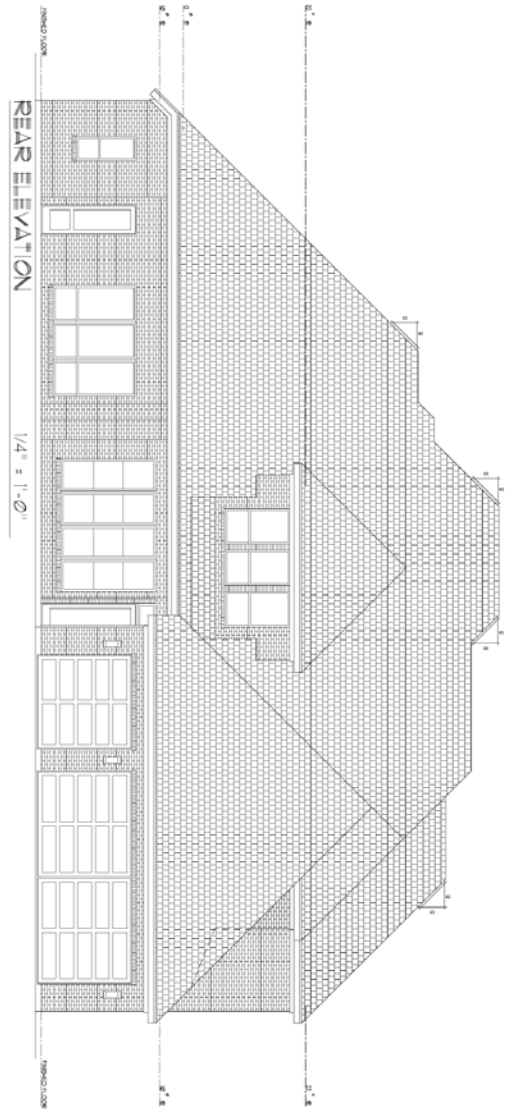
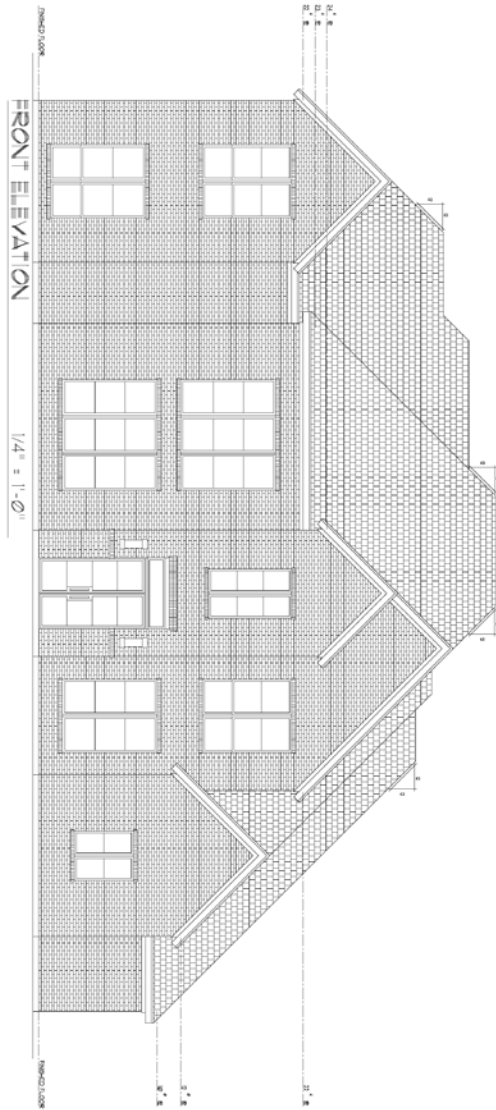


Attachment "B"

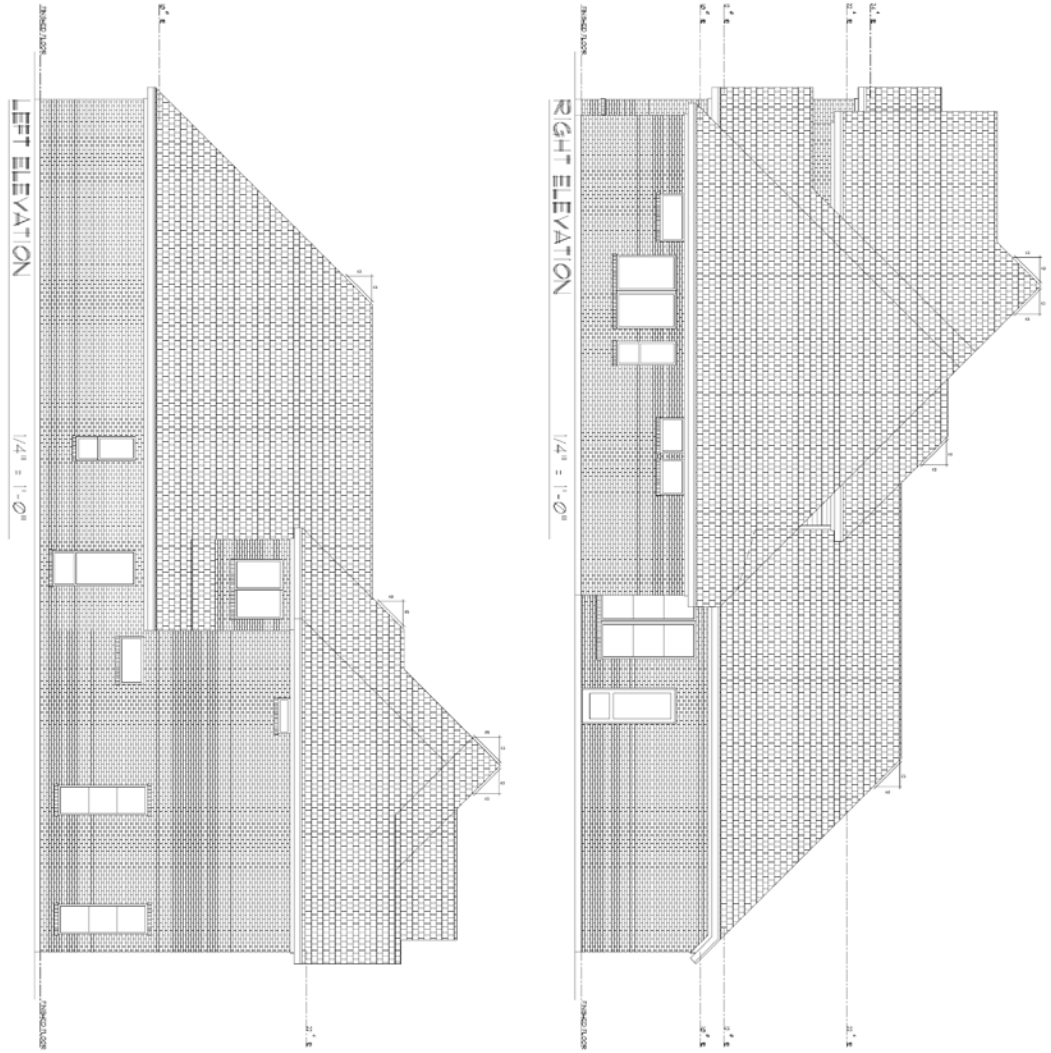


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PLOT PLAN
 SCALE 1" = 20'-0"
 LOT 15 BLOCK 6
 WOODLAND HILLS
 COLLEYVILLE, TEXAS
 JLP HOMES
 TIPTON RESIDENCE



FINALS 05-28-21



FINALS 05-28-21



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 7b

Agenda Date 9/21/2021

Number Resolution R-21-4653

Type Resolution

Department City Manager

Title

A resolution creating an adhoc Fund 3 General CIP Fee Advisory Committee

Strategic Plan

- 1.1 Actively involve and engage stakeholders
- 1.4 Communicate thoroughly and strategically
- 3.4 Thoroughly plan for future capital investments and associated costs

Explanation

Reading and Public Hearing

At the September 7, City Council meeting, Mayor Richard Newton discussed the potential need to appoint an adhoc Fund 3 General CIP Fee Advisory Committee, to establish long-term funding for the implementation of Capital Improvement Projects needed to meet the current and future needs of the City. The Fund 3 General CIP Fee Advisory Committee would be similar to the adhoc Water and Wastewater Rate Advisory Committee, which was established in 2016 and deployed again in 2017 and 2020.

The charge to the adhoc Fund 3 CIP Fee Advisory Committee would be to:

- a. Review the current and future CIP needs and create an analytical formula to be used to calculate a Fund 3 General CIP fee, to pay for capital projects with cash rather than issue debt.
- b. Review options to implement a Fund 3 CIP fee.
- c. Make recommendations to the City Council.
- d. Assist with communicating and educating the community about CIPs and fee structure.

With approval of the proposed resolution, the City Secretary will advertise and accept applications for appointment for the Council's review and appointment at the October 19, 2021, City Council meeting.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Resolution R-21-4653 - CIP Fee

RESOLUTION R-21-4653

A RESOLUTION ESTABLISHING AND PROVIDING A SCOPE FOR AN AD HOC COMMITTEE TO ESTABLISH A FUND 3 GENERAL CAPITAL IMPROVEMENT PROJECT FEE

WHEREAS, the City Council plans and prepares for the future infrastructure needs of the City; and

WHEREAS, the City Council deems it appropriate to involve and educate the community regarding the needs of the City.

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

- Sec. 1. THAT an ad hoc committee is hereby established to review the current and future capital needs of the City and create a fee structure to fund both the current and future needs.
- Sec. 2. THAT the committee will consist of between seven and ten members to be appointed at the October 19, 2021, City Council meeting.
- Sec. 3. THAT City Council will determine a Chair and Vice Chair after appointments have been determined.
- Sec. 4. THAT the ad hoc committee's responsibilities may include:
- a. Review the current and future CIP needs and create an analytical formula to be used to calculate a Fund 3 General CIP fee, to pay for capital projects with cash rather than issue debt.
 - b. Review options to implement a Fund 3 General CIP fee.
 - c. Make recommendations to the City Council.
 - d. Assist with communicating and educating the community about CIPs and the fee structure.
- Sec. 5. THAT this resolution shall take effect immediately upon passage.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS, ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 5, Chuck Kelley	_____
Place 3, Kathy Wheat	_____	Place 6, Callie Rigney	_____
Place 4, George Dodson	_____		

ATTEST:	CITY OF COLLEYVILLE
----------------	----------------------------

Christine Loven, TRMC City Secretary	Richard Newton Mayor
---	-------------------------



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 8a

Agenda Date 9/21/2021

Number Resolution R-21-4648

Type Resolution

Department Community Development

Title

Consideration of a variance to the provisions of Section 3.24.G, Schedule of District Regulations of the Land Development Code, specifically for lot area and setbacks in the R-40 Single Family Residential district, for Lot A1, Block 2, Reagan Estates, located at 701 W. LD Lockett Road, Case VC21-003

Strategic Plan

4.1 Protect Colleyville's semi-rural residential character

Explanation

Reading and Public Hearing

Annisia Valencia, the applicant, has submitted a request for a variance to the provisions of Section 3.24G, Schedule of District Regulations of the Land Development Code, specifically for the lot area and setbacks in the R-40 Single Family Residential district. The request is to allow for the lot size of 30,884 square feet and a setback of 32 feet 9 inches.

Existing Conditions/Background: The subject property, 701 W. LD Lockett Road, resides on the southwest corner of LD Lockett Road and Lowrie Road and has R-40 zoning. The existing lot area is 30,884 sq. ft., not the required 40,000 sq. ft. The existing home's front setback is 32'-9", not the required 40 feet.

Requested Variance: The applicant is requesting a variance to the lot size and front setback to allow for a remodel and expansion of the existing home. The existing R-40 zoning requires a minimum of 40,000 sq. ft. for the lot size and requires a 40 foot front setback. The variance would allow for the existing lot size of 30,884 sq. ft. and the home to be located 32'-9" from the property line along LD Lockett Road.

Ordinance – Chapter 3 – Land Use – Section 3.24.G Schedule of District Regulations
G. Schedule of District Regulations:

SECTION 3.24.G – SCHEDULE OF DISTRICT REGULATIONS MAXIMUM RESIDENTIAL DENSITY; MINIMUM LOT SIZE REQUIREMENTS; MINIMUM YARD REQUIREMENTS; MAXIMUM BUILDING HEIGHT; MAXIMUM LOT COVERAGE; OUTDOOR STORAGE; SCREENING; AND, HOURS OF OPERATION

Zoning Districts		Minimum Lot Size Requirements				Minimum Yard Requirements**		
		Area (sq. ft.)		Min. Width in feet	Min. Depth in feet	Front/Street ROW Side (feet)	Internal Side (feet)	Rear (feet)
Classification		Per Family	Total					
R-40	Single Family Residential	40,000	40,000	150'	150'	40'	15'	25'

Plat Status: The property is currently platted as Lot A1, Block 2, of the Reagan Estates Addition.

DRC Review: The Development Review Committee (DRC) reviewed the request at their August 23, 2021 meeting, did not offer any comments, and scheduled the request for the City Council meeting on September 7, 2021.

Drainage: NA

Analysis: The subject property is requesting to have a variance to the lot size and front setback for the purpose of updating and expanding the current home. The property is zoned R-40 and the lot size is not in compliance. The house is also closer than allowed by the current regulations to the property line along LD Lockett Road. A variance to the lot size and front setback would allow for the ability to apply for and receive the necessary building permits to improve the existing home. The new portion of the redesigned home is required to meet the setbacks for the R-40 district.

Should the waiver request be denied, the applicant would only be allowed to make improvements to the inside of the house up to 50% of the value of the structure. No expansion to the house would be permitted. An alternate option would be to seek a change of zoning to a district where the lot and building would comply with the lot area and setback regulations.

Surrounding Development: The properties to the north are zoned R-20 Single Family Residential district and are improved with single-family residential homes. The properties to the south, east and west have R-40 Single Family Residential district zoning and are improved with single-family residential homes.

Public Notification: Staff mailed notices to all property owners within 500 feet as well as any Homeowners Associations within 1,000 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. To date, no formal correspondence has been received.

Staff Recommendation: Staff recommends approval of the requested variances.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. 701 W LD LOCKET SET WM (2)
6. Reagan Estates, Lot A-1 and B-1, Block 2
7. Notification Map
8. Notification List
9. Property Owner Notification Letter - VC21-003
10. Resolution R-21-4648

Aerial Map



VC21-003

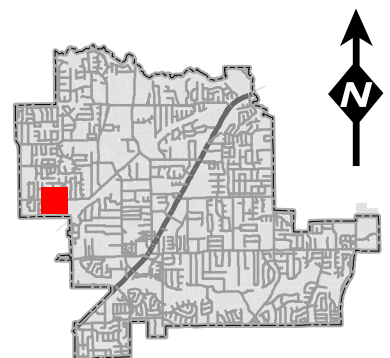
701 W. LD Lockett Road

DISCLAIMER:

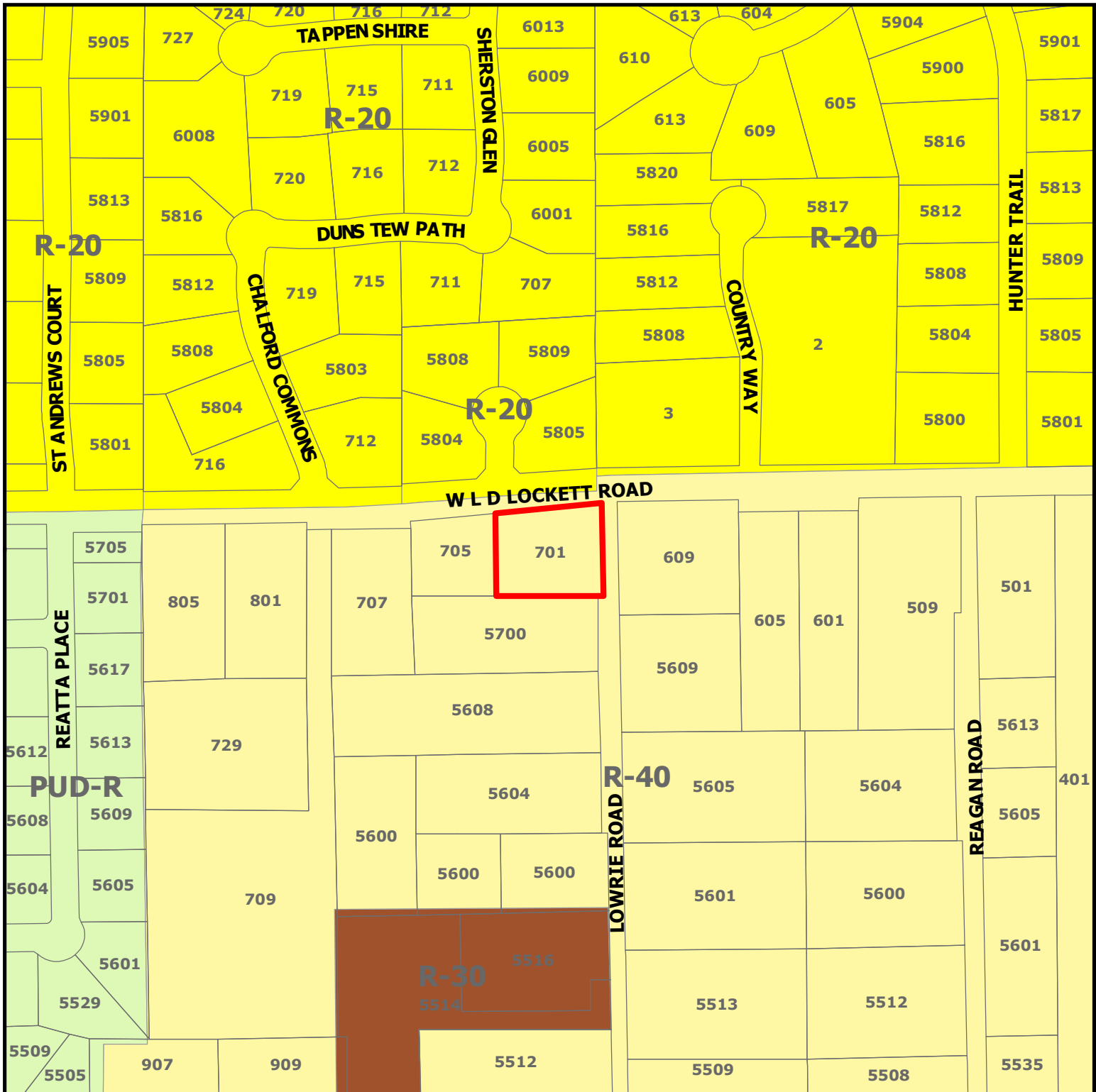
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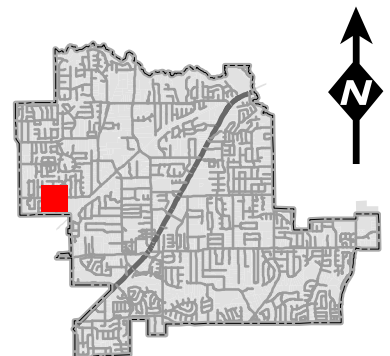
Subject Property



Zoning Map



VC21-003
701 W. LD Lockett Road



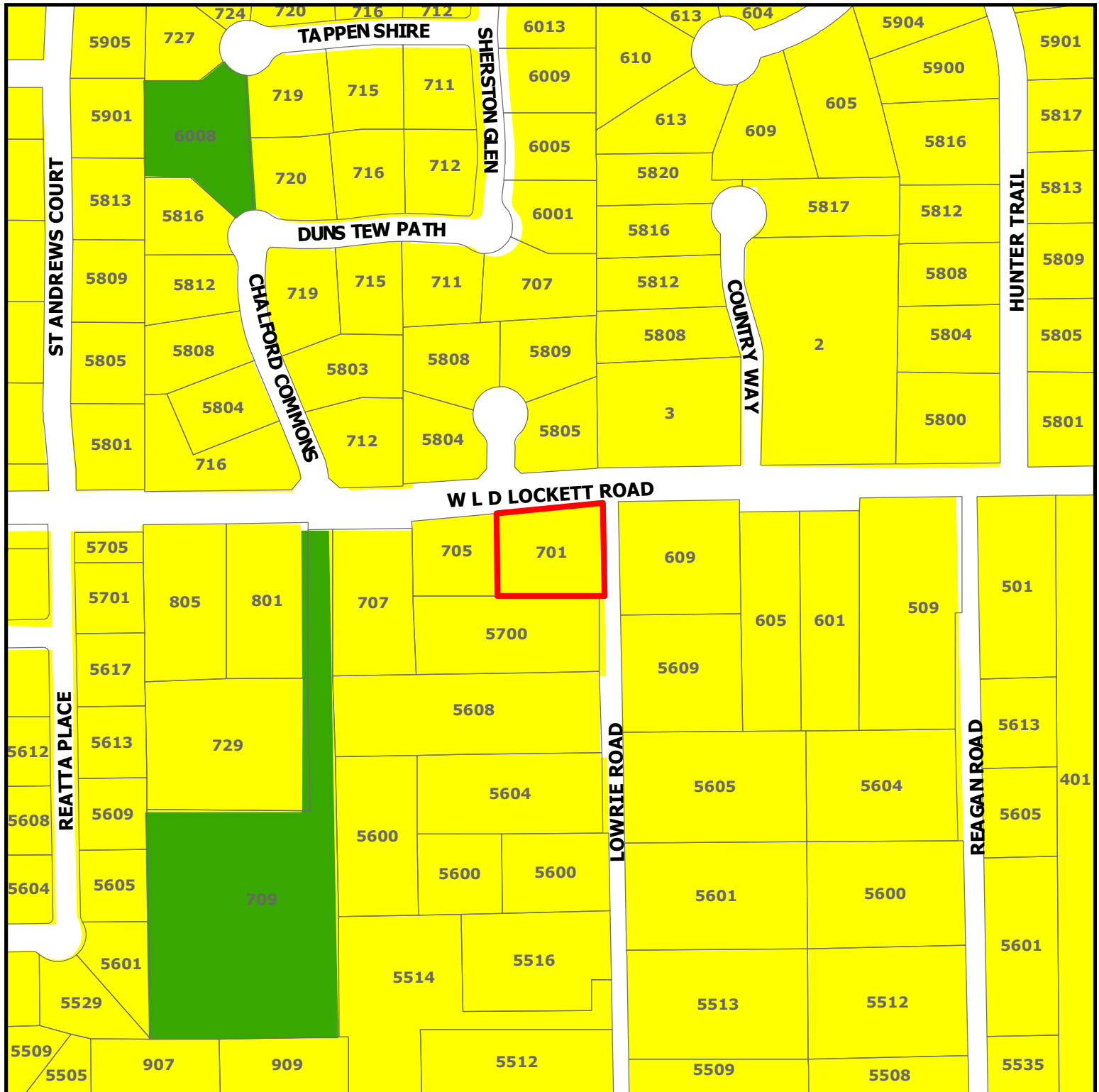
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Subject Property

Future Land Use Map

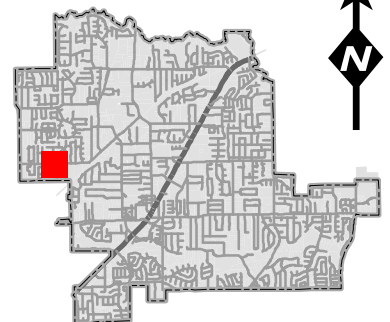


VC21-003

701 W. LD Lockett Road

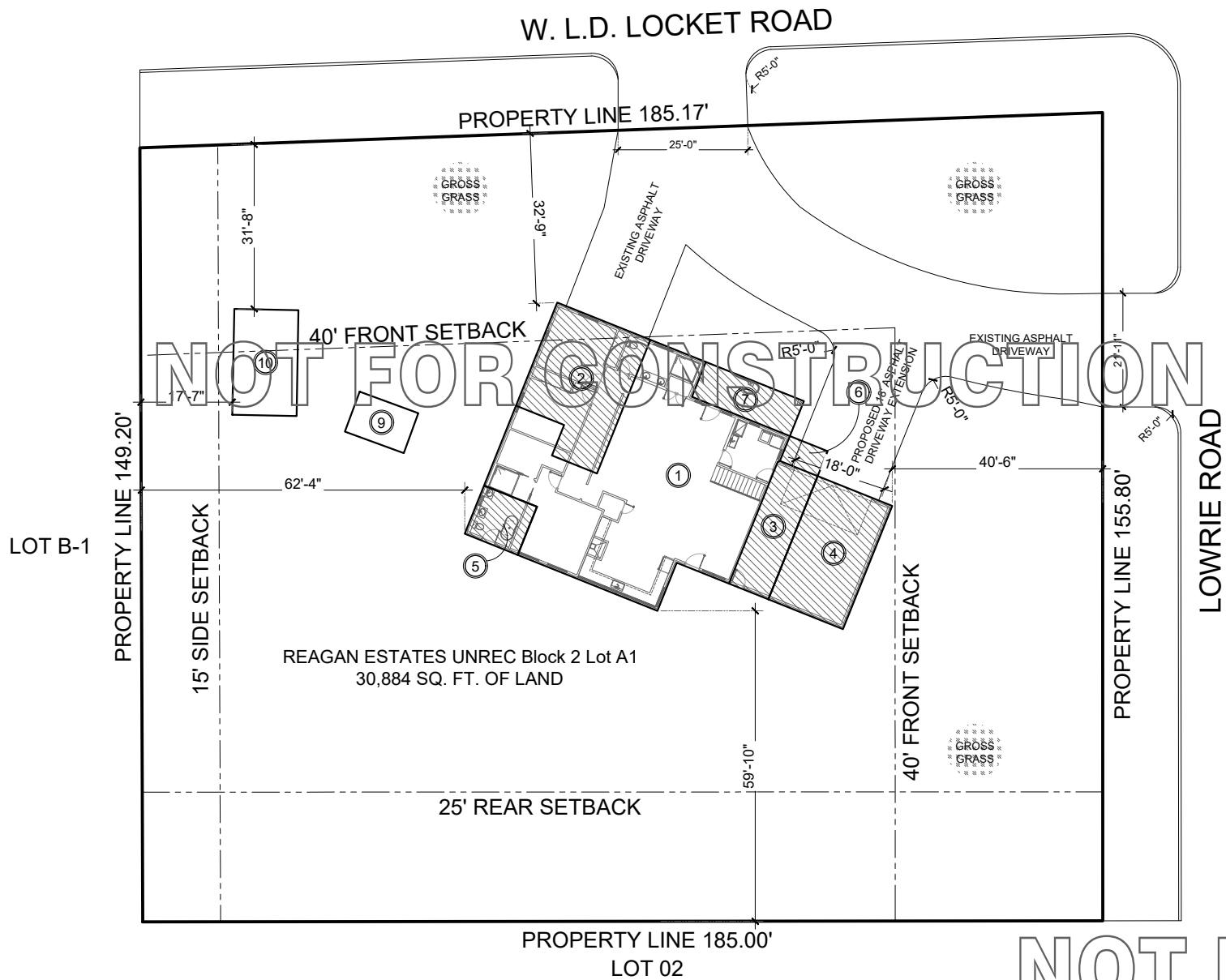
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- Subject Property
- Residential
- Open Space; Parks



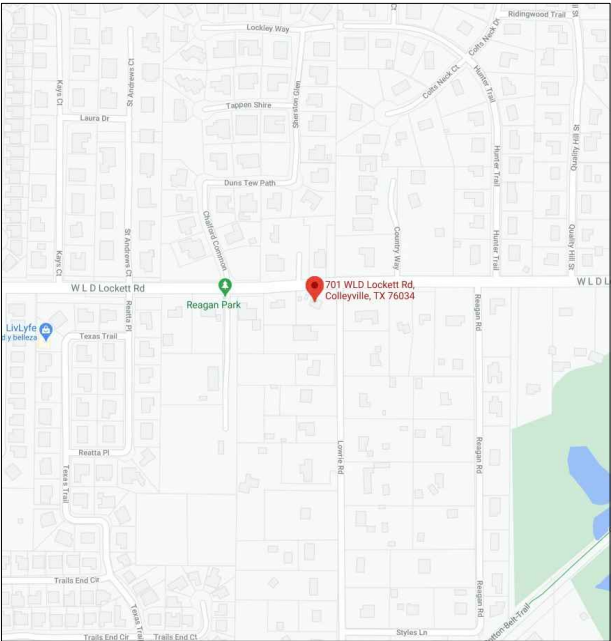
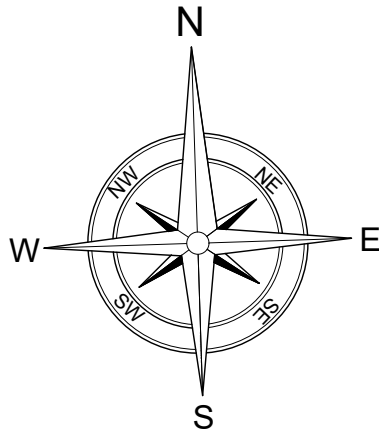
Statement of Planning Objectives

We are requesting a lot area variance for the residential property located at 701 W. LD Lockett Road in Colleyville. The Tarrant Appraisal District indicates that the property consists of 30,884 sq ft, less than 40,000 sq ft required for R-40 zoning.



SITE PLAN

SCALE 1" = 30'



VICINITY MAP
FOR REFERENCE ONLY

AREA DISTRIBUTION

1	EXISTING LIVING (REMODEL)	1,605 SQ. FT.
2	PROPOSED LIVING (CONVERSION FROM GARAGE)	473 SQ. FT.
3	PROPOSED GARAGE (CONVERSION FROM LIVING)	209 SQ. FT.
4	PROPOSED GARAGE (ADDITION)	397 SQ. FT.
5	PROPOSED LIVING (ADDITION)	110 SQ. FT.
6	LIVING AREA DEMO	40 SQ. FT.
7	PROPOSED FRONT PORCH (ADDITION)	148 SQ. FT.
8	PROPOSED LIVING 2nd STORY (ADDITION)	590 SQ. FT.
9	EXISTING METAL ACCESSORY	100 SQ. FT.
10	EXISTING WOOD FRAMING ACCESSORY	250 SQ. FT.
TOTAL LIVING		2,778 SQ. FT.
TOTAL PROPOSED COVERAGE		3,616 SQ. FT.
LOT AREA		30,884 SQ. FT.
% LOT COVERAGE		11.4 %

LEGAL DESCRIPTION

REAGAN ESTATES UNREC Block 2 Lot A1

TAD Map: 2096-444

MAPSCO: TAR-039F



PROJECT NAME:

RESIDENTIAL REMODEL
701 W L D LOCKETT RD.,
COLLEYVILLE, TX 76034



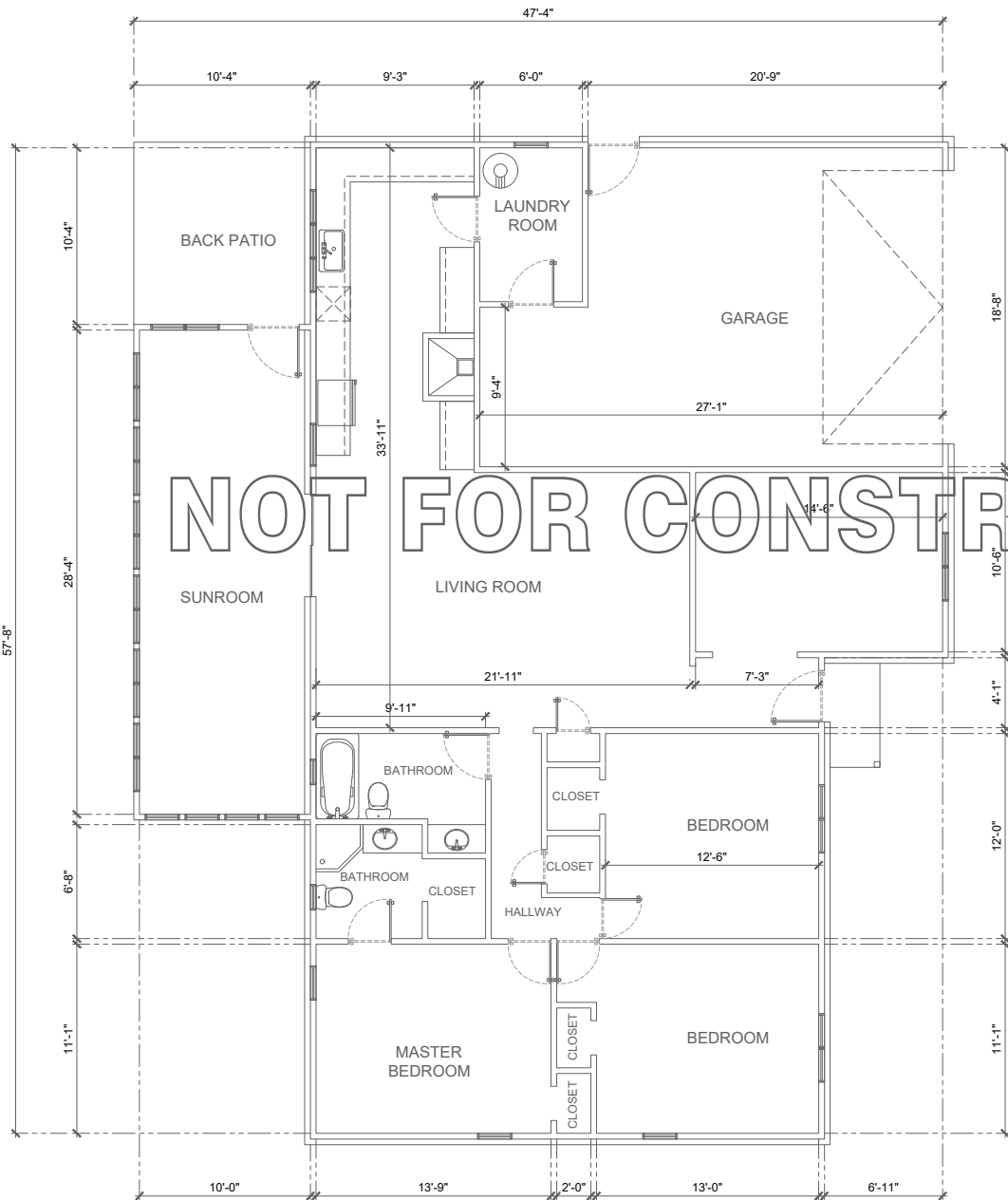
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08/03/2021

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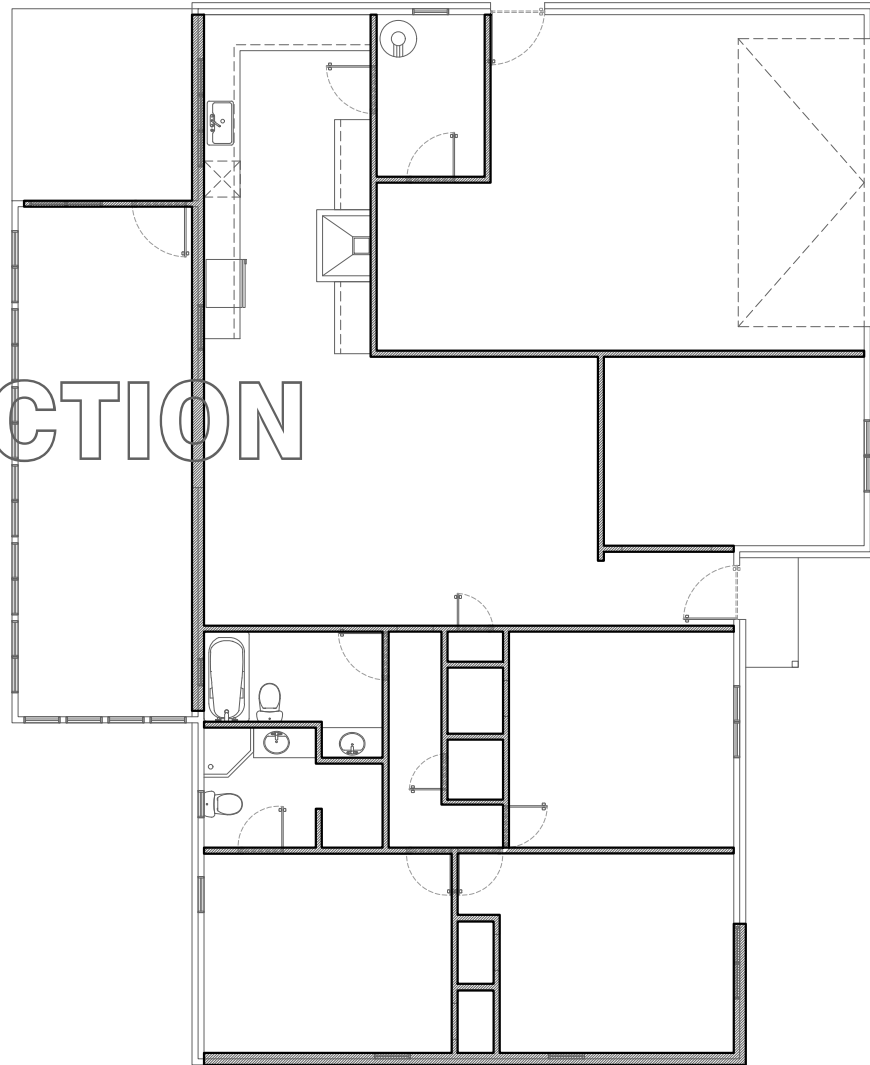
1" = 30'-0"

A01



EXISTING FLOOR PLAN

SCALE 3/32" = 1'-0"



DEMO PLAN

SCALE 3/32" = 1'-0"

SCOPE OF WORK	
ITEM	DESCRIPTION
A	PROPOSED ADDITION FOR LIVING SPACE. ALL MATERIALS MUST MATCH SHARE AND COLOR FROM EXISTING BUILDING CONDITIONS. ELECTRICAL, MECHANICAL AND PLUMBING INSTALLATIONS WILL CONNECT TO EXISTING SERVICES IN BUILDING.
B	PROPOSED CONVERSION OF EXISTING ATTACHED GARAGE TO LIVING SPACE. GARAGE TO BE RELOCATED AT SOUTH-EAST AREA OF DWELLING.
C	SIDING/BRICK VENEER AND ROOF SHINGLES AFFECTED BY ADDITION MUST BE REPLACED/REPAIRED AS REQUIRED, MATERIALS MUST COMPLY WITH BUILDING CODE.
D	EXISTING LIVING AREA TO BE REMODEL ACCORDING TO NEW LAYOUT, ALL FLOORS, DRYWALL, CEILINGS, ELECTRICAL WIRING, FIXTURES, PLUMBING AND MECHANICAL SERVICES TO BE REPAIRED AND/OR REPLACED AS REQUIRED PER CODE.

CURRENT CITY CODES:

- 2012 International Building Code with local amendments
- 2012 International Energy Conservation Code with local Amendments
- 2012 International Fuel & Gas Code with local Amendments
- 2012 International Mechanical Code with local amendments
- 2012 International Plumbing Code with local amendments
- 2012 International Residential Code with local amendments
- 2014 National Electrical Code with local Amendments

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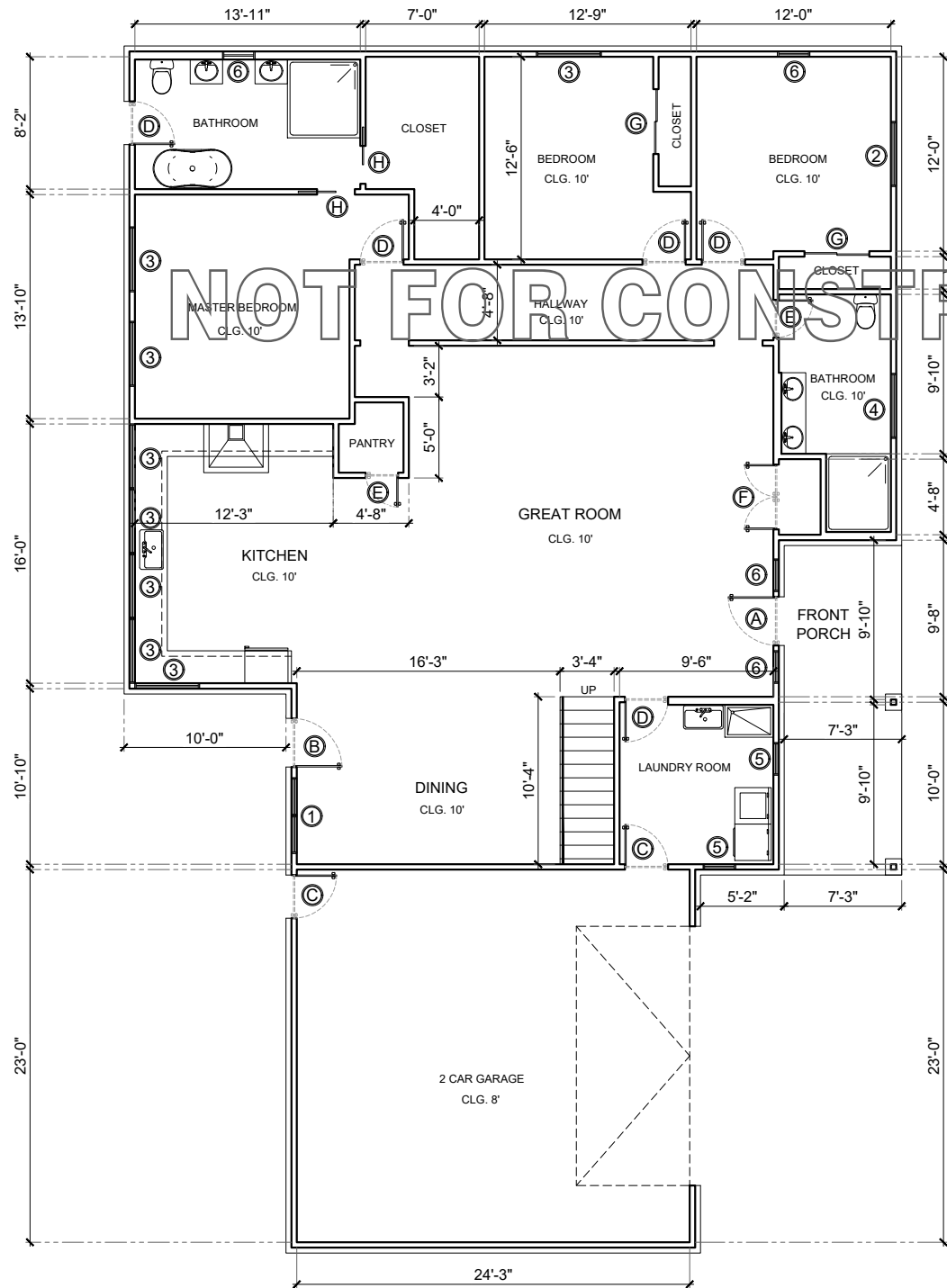
PROJECT NAME:
RESIDENTIAL REMODEL
701 W L LOCKETT RD.,
COLLEYVILLE, TX 76034



DATE:
08/03/2021

SCALE:
3/32" = 1'-0"

A02



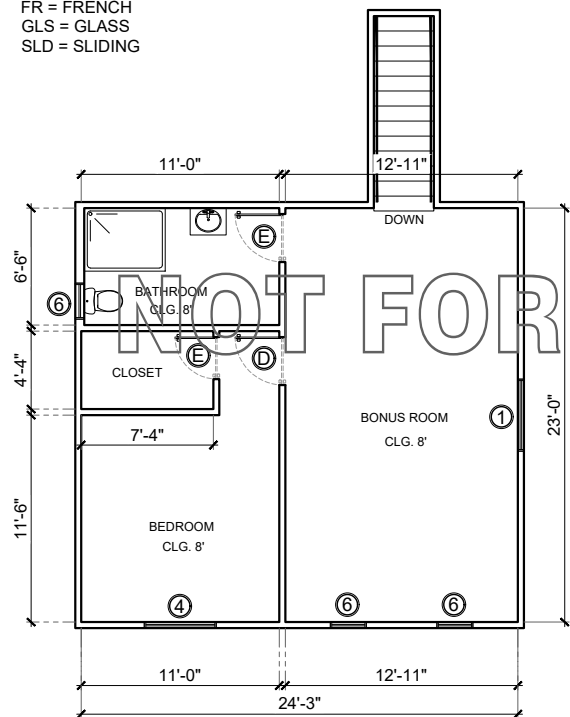
PROPOSED FLOOR PLAN
1st STORY SCALE 3/32" = 1'-0"

WINDOWS SCHEDULE			
ITEM	SIZE	QUANTITY	TYPE
1	4'-8" X 5'-0"	1	FR
2	4'-0" X 5'-0"	1	FR
3	4'-0" X 4'-0"	9	FR
4	4'-0" X 4'-0"	2	SH
5	2'-0" X 5'-0"	2	CS
6	2'-0" X 4'-0"	7	CS

SH = SINGLE HUNG
CS = CASEMENT
FR = FRENCH

DOORS SCHEDULE			
ITEM	SIZE	QUANTITY	TYPE
A	3'-0" X 7'-0"	1	SHS
B	3'-0" X 7'-0"	1	SHS
C	2'-8" X 7'-0"	3	SHS
D	2'-8" X 7'-0"	6	SHH
E	2'-4" X 7'-0"	3	SHH
F	4'-0" X 7'-0"	1	FR
G	4'-0" X 7'-0"	2	SLD
H	2'-4" X 7'-0"	2	P

SHS = SINGLE HINGED SOLID CORE
SHH = SINGLE HINGED HOLLOW CORE
P = POCKET
FR = FRENCH
GLS = GLASS
SLD = SLIDING



PROPOSED FLOOR PLAN
2nd STORY SCALE 3/32" = 1'-0"

IECC 2015 GREEN/ENERGY CODE COMPLIANCE FOR HOME

ALL GREEN/ENERGY SYSTEMS MUST MEET THE REQUIREMENTS FROM THE CHAPTER 4 OF THE INTERNATIONAL ENERGY CONSERVATION CODE, REFERED TO RESIDENTIAL ENERGY EFFICIENCY. IF ANY ITEM IS NOT LISTED BELOW REFER TO THE MENTIONED CHAPTER.

1. STORMWATER:
 - 1.1. 70% OF NON-ROOF AREA HAS VEGETATIVE LANDSCAPE, PERMEABLE PAVING OR SLOPED FOR RUNOFF TO A PERMANENT FILTRATION FEATURE.
2. WATER EFFICIENCY:
 - 2.1. LAVATORY FAUCETS MUST HAVE AN AVERAGE FLOW RATE OF 2.0 GALLONS PER MINUTE OR LESS.
 - 2.2. SHOWERS HEADS MUST HAVE AN AVERAGE FLOW RATE OF 2.0 GALLONS PER MINUTE OR LESS.
 - 2.3. TOILETS MUST HAVE AN AVERAGE FLOW RATE OF:
 - 2.3.1. LESS THAN OR EQUAL TO 1.3 GALLONS PER FLUSH.
 - 2.3.2. DUAL FLUSH COMPLYING WITH ASME A 112.19.14.
 - 2.3.3. COMPLY WITH US EPA WATER SENSE.
 - 2.4. ENERGY STAR DISHWASHER.
 - 2.5. ENERGY STAR CLOTHES WASHER.
3. HEAT ISLAND MITIGATION:
 - 3.1. ENERGY STAR QUALIFIED ROOF SYSTEM FOR ROOF WITH SLOPE OF 2:12 OR GREATER.
 - 3.2. RADIANT BARRIER IN ATTIC WITH CONVENTIONAL SHINGLES.
 - 3.3. ENCAPSULATED FOAM INSULATION BETWEEN THE ROOF RAFTERS (R-22 OR GREATER).
 - 3.4. WINDOWS AND DOORS MUST BE SEALED WITH FOAM OR CAULK.
 - 3.5. SILL PLATE MUST BE SEALED ON THE INSIDE WITH FOAM OR CAULK.
 - 3.6. ALL WALL PENETRATIONS TO THE EXTERIOR MUST BE SEALED WITH FOAM OR CAULK.
 - 3.7. BLOWER DOOR TESTING IS MANDATORY. NOT TO EXCEED 4 AIR CHANGES PER HOUR AT 50 PASCALS.
4. DUCTS AND AIR SEALING
 - 4.1. DUCTS MUST BE TESTED AND VERIFIED TO HAVE TOTAL LEAKAGE OF NO MORE THAN 4 FT³/MIN PER 100 SQUARE FOOT (OR 3 CFM IF AIR HANDLER IS NOT INSTALLED), EXCEPT WHERE AIR HANDLER AND ALL DUCTS ARE LOCATED INSIDE CONDITIONED SPACE. AIR HANDLERS AND FILTER BOXES MUST ALSO BE PROPERLY SEALED.
 - 4.2. HVAC AND DUCTWORK LOCATED OUTSIDE OF FIRE RATED ENVELOPE OF GARAGE.
 - 4.3. THE BUILDING ENVELOPE IS REQUIRED TO BE PROPERLY SEALED AND TESTED, AND VERIFIED AS HAVING AN AIR LEAKAGE RATE NO HIGHER THAN 3 ACH AT 0.20 INCH W.G. (50 PASCALS).
 - 4.4. SUPPLY AND RETURN DUCTS IN ATTICS SHALL BE SEALED AND INSULATED WITH R-8 WHEN DUCTS IS 3" OR GREATER, R-6 WHEN 3" OR LESS AND EXEMPT WHEN COMPLETELY INSIDE CONDITIONED SPACE.
5. INSULATION:
 - 5.1. ALL WINDOWS FENESTRATION U-FACTOR MUST BE 0.32, SKYLIGHT U-FACTOR 0.55 AND GLAZED FENESTRATION SHGC 0.25 MAX.
 - 5.2. CEILINGS MUST BE INSULATED WITH R-49, IF NO ATTIC SPACE R-30, THIS REDUCTION IS LIMITED TO 500 SQUARE FEET (46 M²) OR 20% OF THE TOTAL INSULATED CEILING AREA, WHICHEVER IS LESS.
 - 5.3. ATTIC ACCESS LADDERS AND OR HATCHES, MUST BE INSULATED THE SAME AS THE ATTIC AND HAVE A WEATHER SEAL.
 - 5.4. ALL EXTERIOR WALLS MUST BE INSULATED WITH R-20 CAVITY OR R-13 CAVITY WITH R-5 CONTINUOUS INSULATION OR HIGHER.
 - 5.5. CRAWL SPACE WALLS MUST BE INSULATED WITH T-5 CONTINUOUS OR R-19 CAVITY INSULATION, WITH VAPOR BARRIER OVER EXPOSED EARTH.
 - 5.6. PIER AND BEAM OR ANY OTHER RAISED FLOOR SYSTEM MUST BE INSULATED WITH R-19 INSULATION OR HIGHER.
6. HVAC SYSTEMS
 - 6.1. TEMPERATURE CONTROLS MUST BE INSTALLED, INCLUDING A PROGRAMMABLE THERMOSTAT CONTROLLING THE PRIMARY HEATING AND COOLING SYSTEM.
 - 6.2. MECHANICAL SYSTEM PIPING MUST BE INSULATED TO A MINIMUM OF R-3. HOT WATER PIPING ¾" IN DIAMETER OR LARGER AND ALL HOT WATER PIPING IN CERTAIN APPLICATIONS MUST BE INSULATED TO R-3.
 - 6.3. PIPES CARRYING FLUID OVER 104° OR BELOW 55° MUST BE INSULATED WITH R-13.
 - 6.4. A MINIMUM OF 75% OF LAMPS IN PERMANENTLY INSTALLED FIXTURES MUST BE HIGH-EFFICACY AS DEFINED IN THE IECC.



PROJECT NAME:

RESIDENTIAL REMODEL

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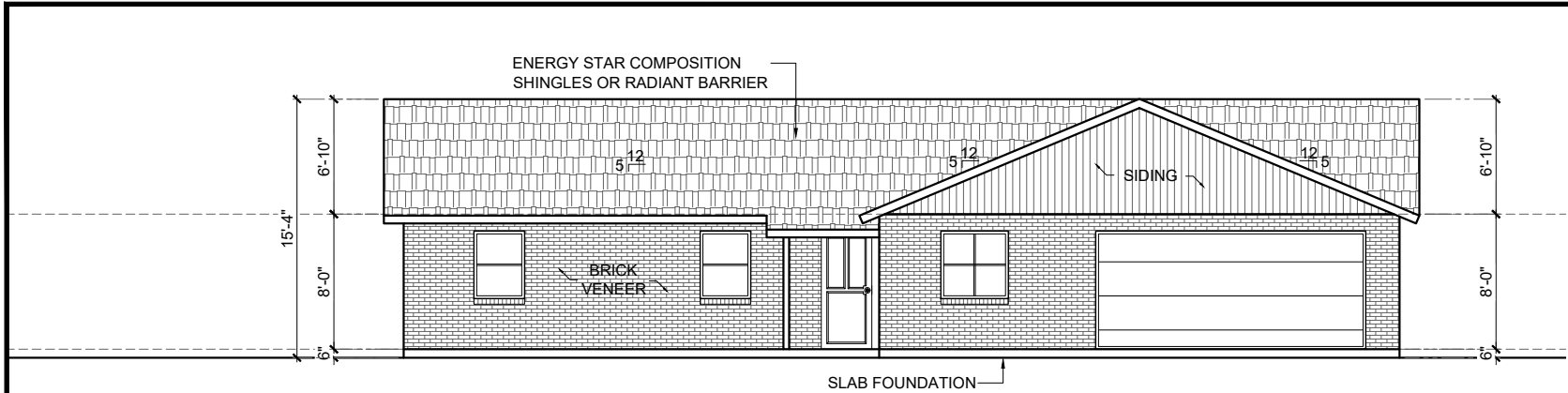
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08/03/2021

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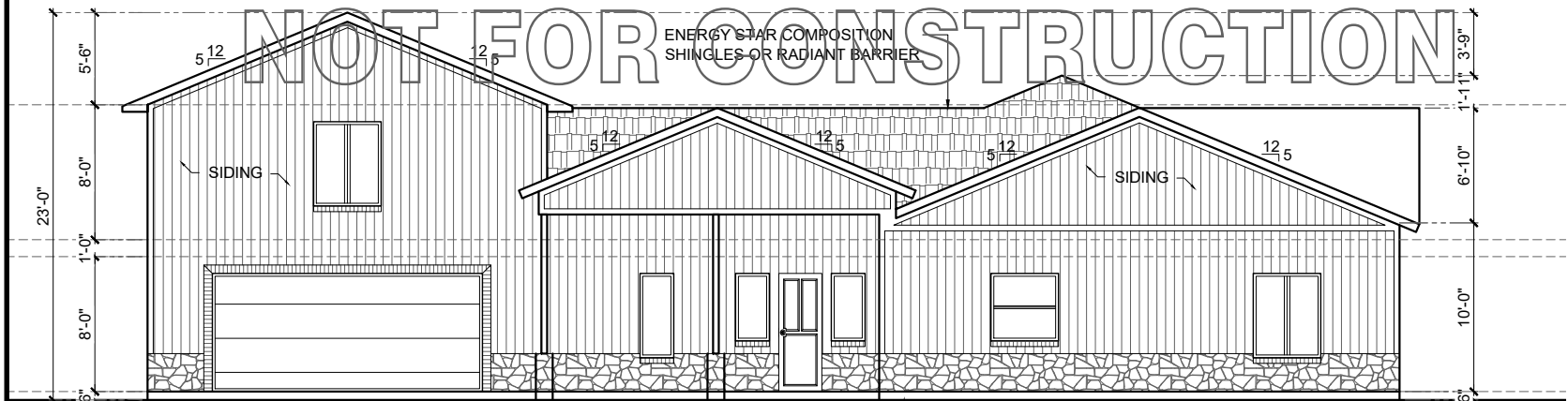
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A03



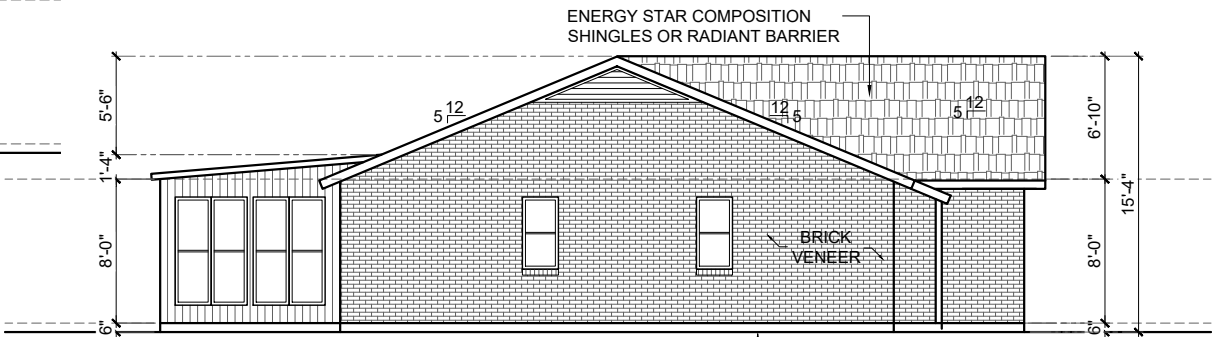
EXISTING FRONT ELEVATION

SCALE 3/32" = 1'-0"



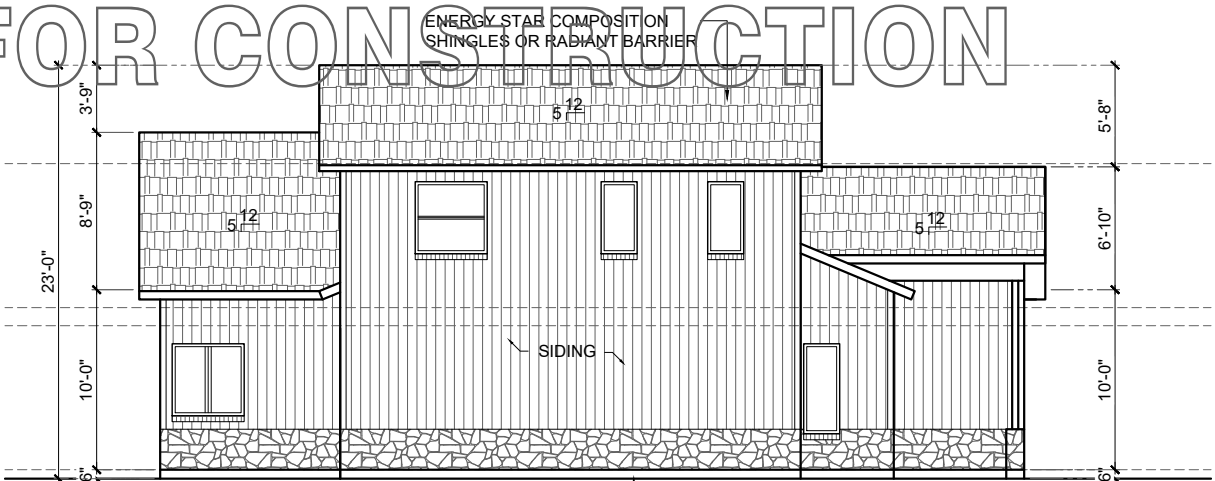
PROPOSED FRONT ELEVATION

SCALE 3/32" = 1'-0"



EXISTING LEFT ELEVATION

SCALE 3/32" = 1'-0"



PROPOSED LEFT ELEVATION

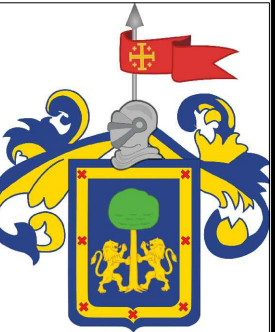
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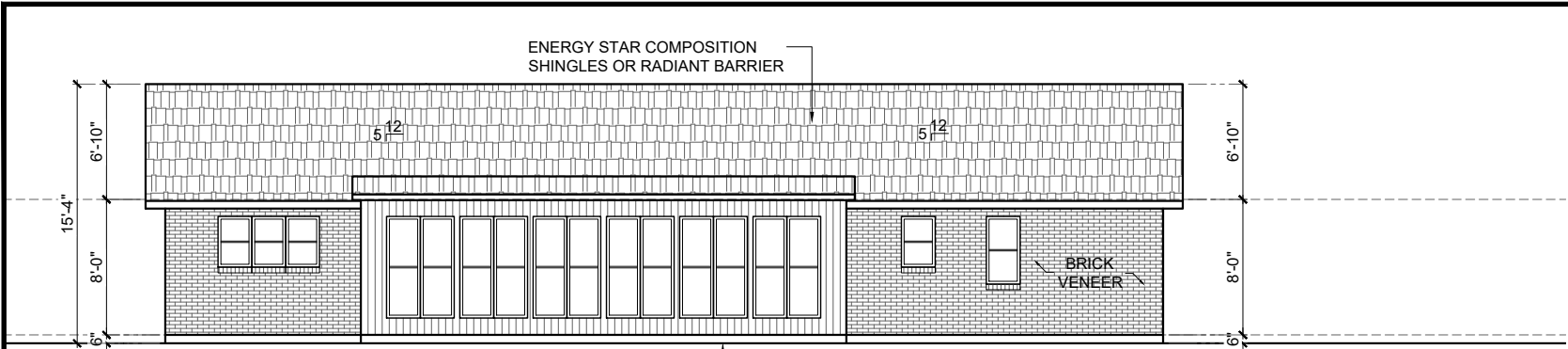
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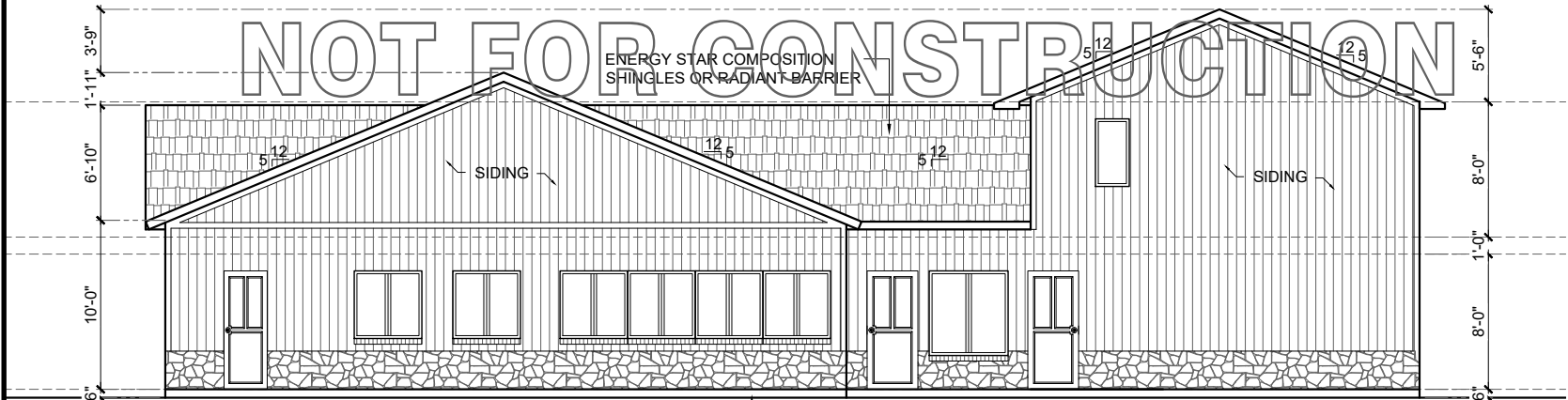
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A04



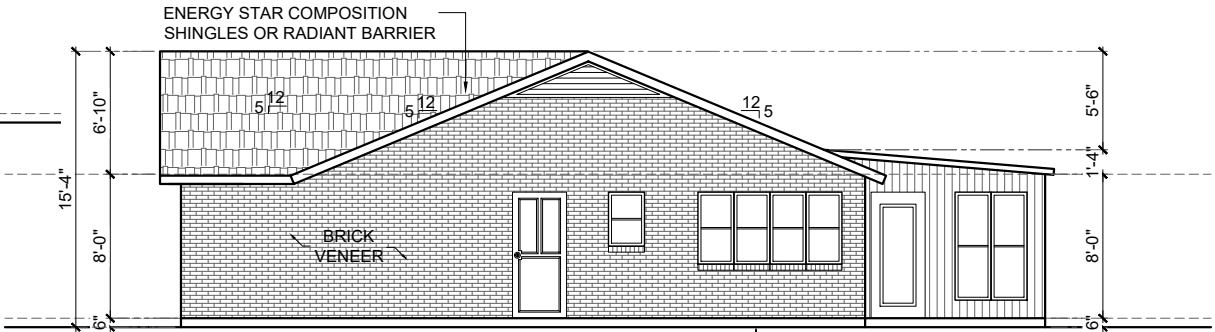
EXISTING REAR ELEVATION

SCALE 3/32" = 1'-0"



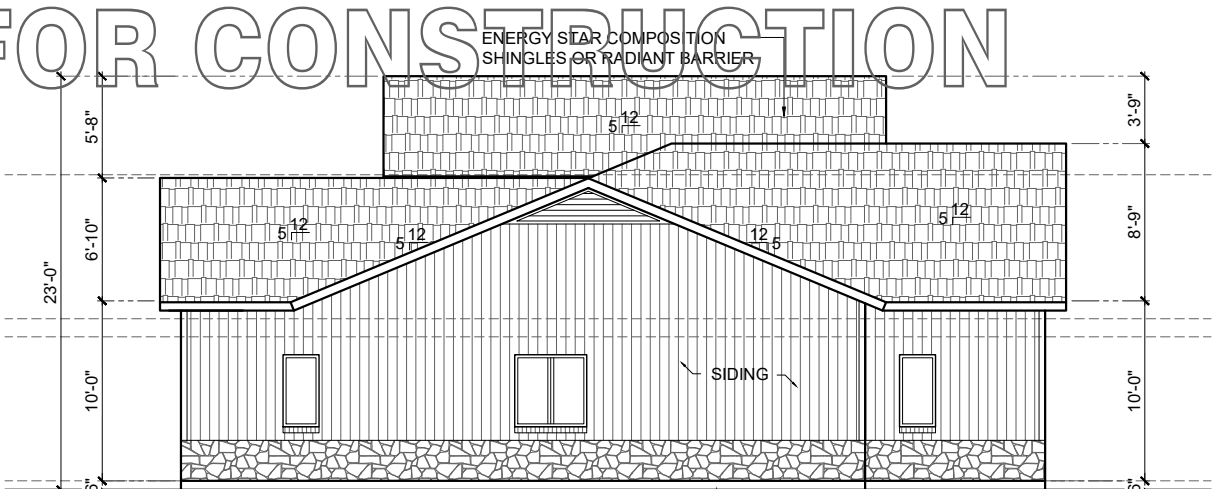
PROPOSED REAR ELEVATION

SCALE 3/32" = 1'-0"



EXISTING RIGHT ELEVATION

SCALE 3/32" = 1'-0"



PROPOSED RIGHT ELEVATION

SCALE 3/32" = 1'-0"

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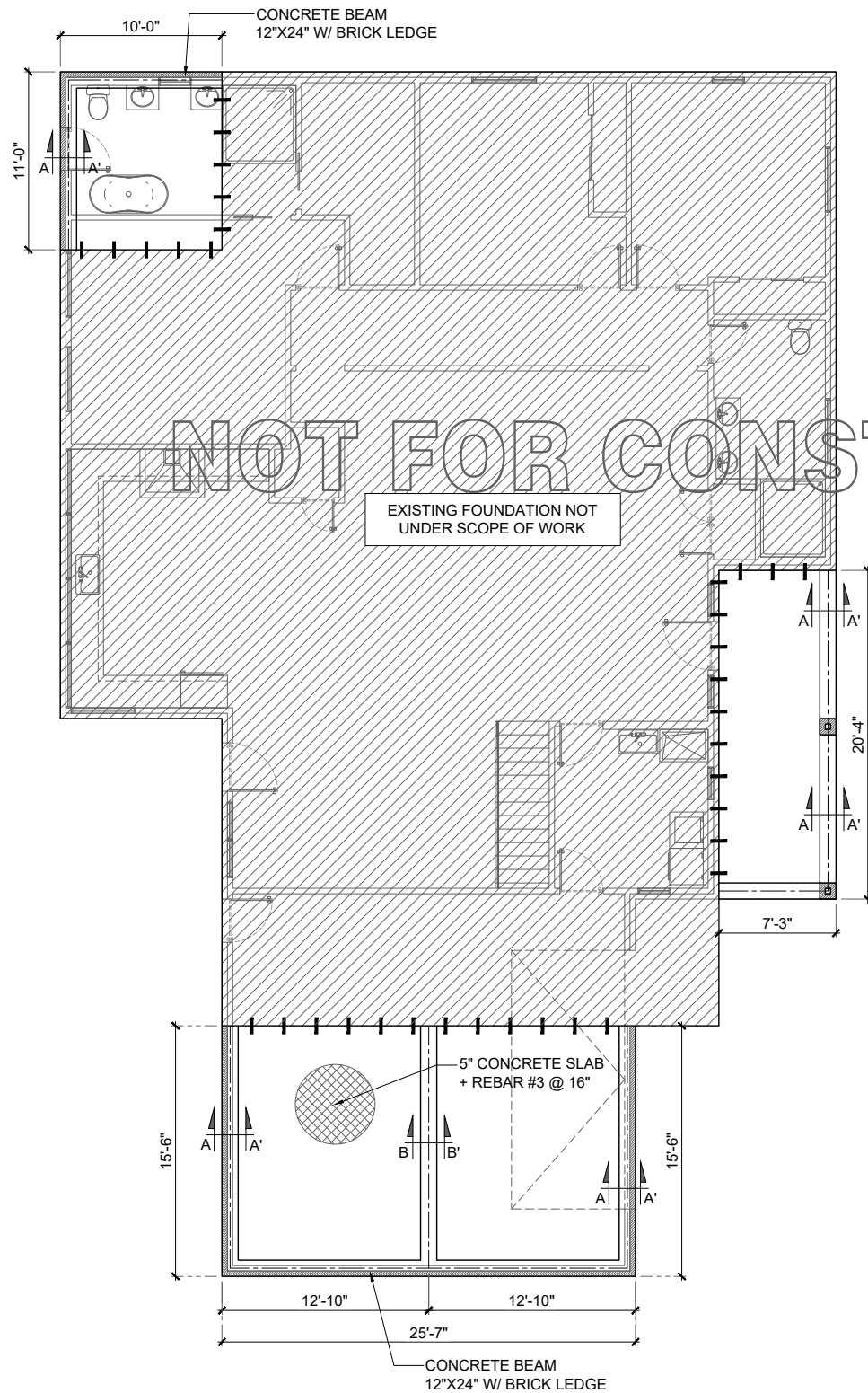
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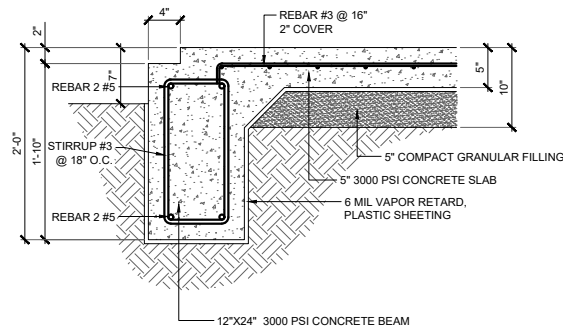
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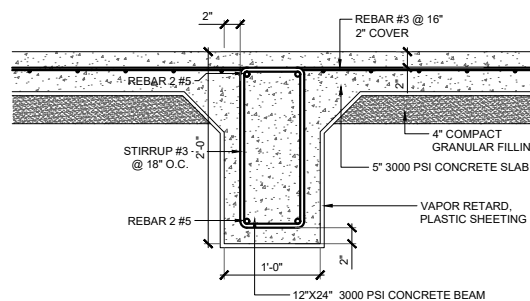
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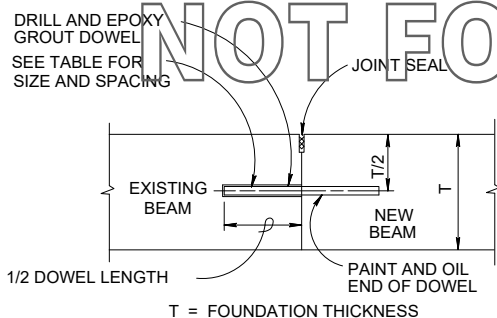
FOUNDATION PLAN
SCALE 3/32" = 1'-0"



FOUNDATION TYPE A-A'
SCALE 1/2" = 1'-0"

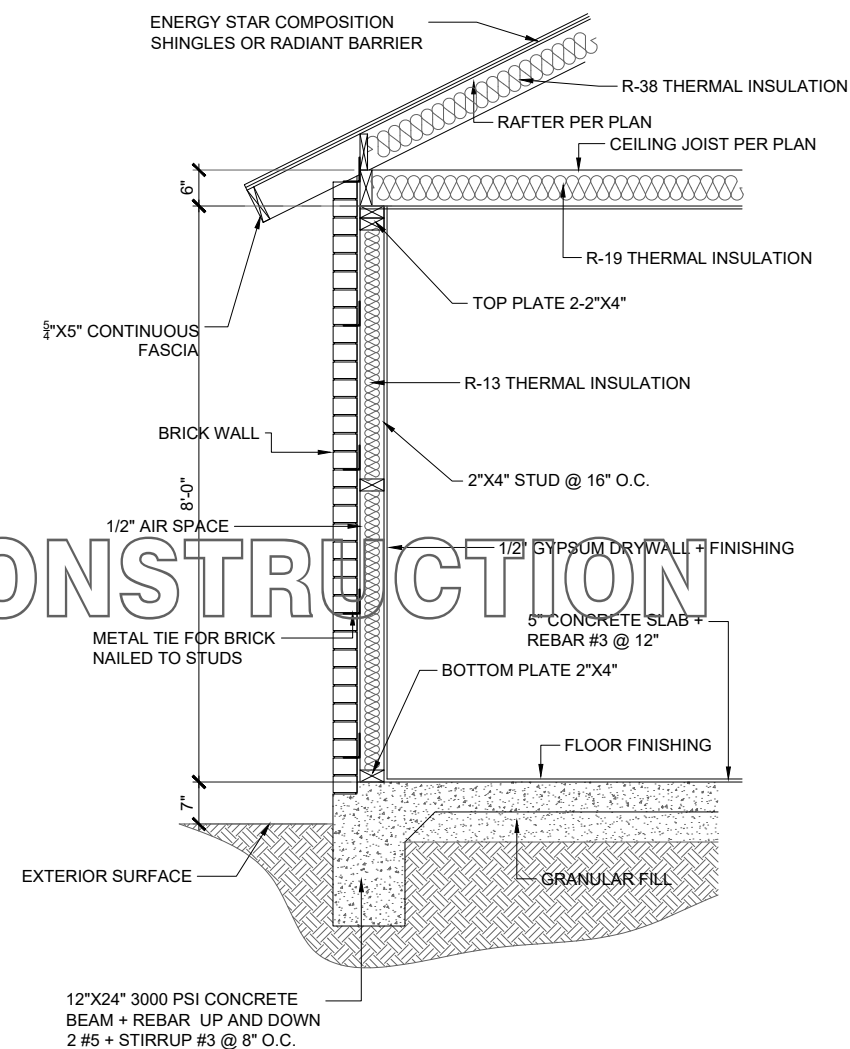


FOUNDATION TYPE B-B'
SCALE 1/2" = 1'-0"



NOTES:
1. HOLES APPROXIMATELY 1/8 INCH GREATER IN DIAMETER THAN THE DOWELS SHALL BE DRILLED IN THE EXISTING CONCRETE AND THE DOWELS SHALL BE BONDED IN THE DRILLED HOLES USING AN EPOXY RESIN GROUT.

CONCRETE DOWEL DET.
N.T.S.



TYP SECTION WALL
SCALE 3/8" = 1'-0"

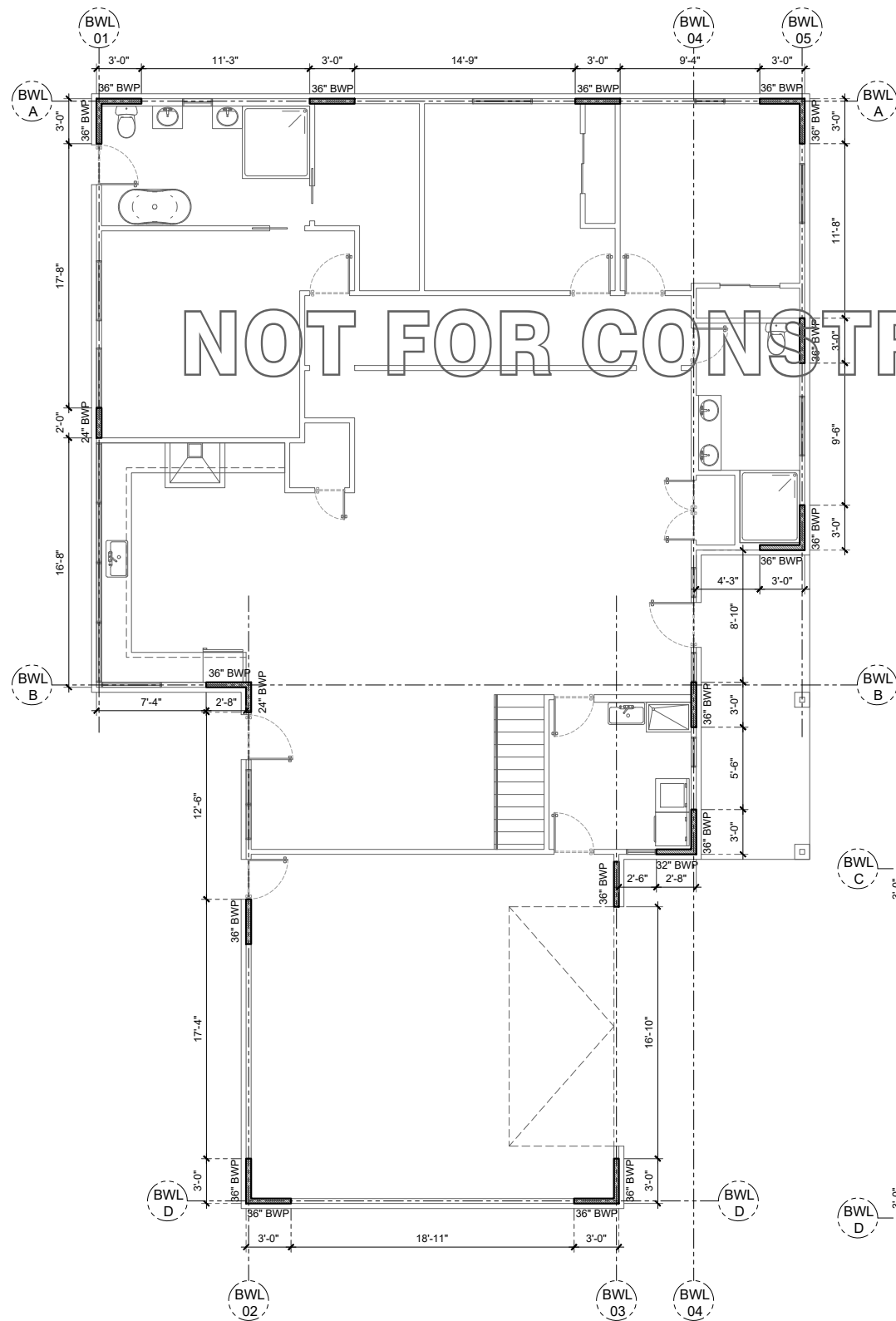
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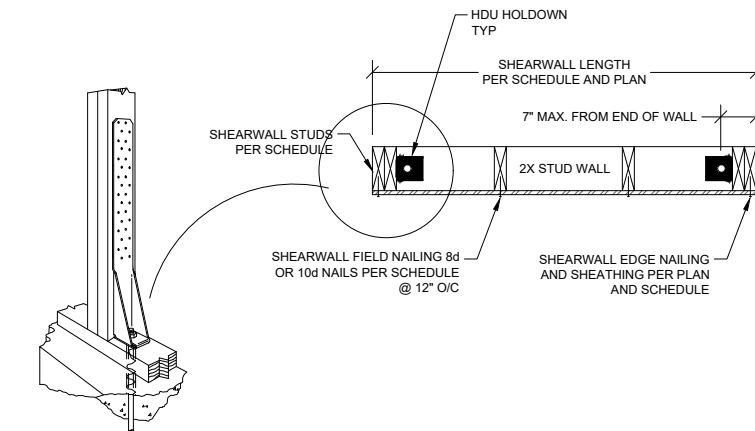
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A06

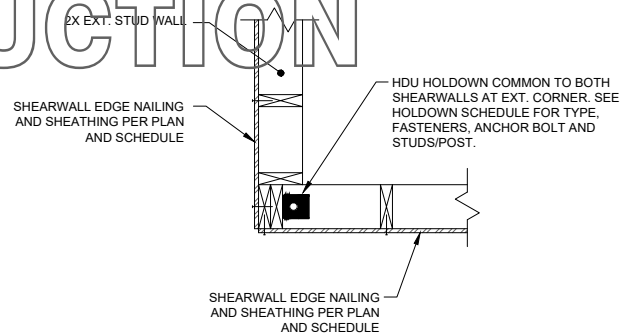


WALL BRACING PLAN
1st STORY

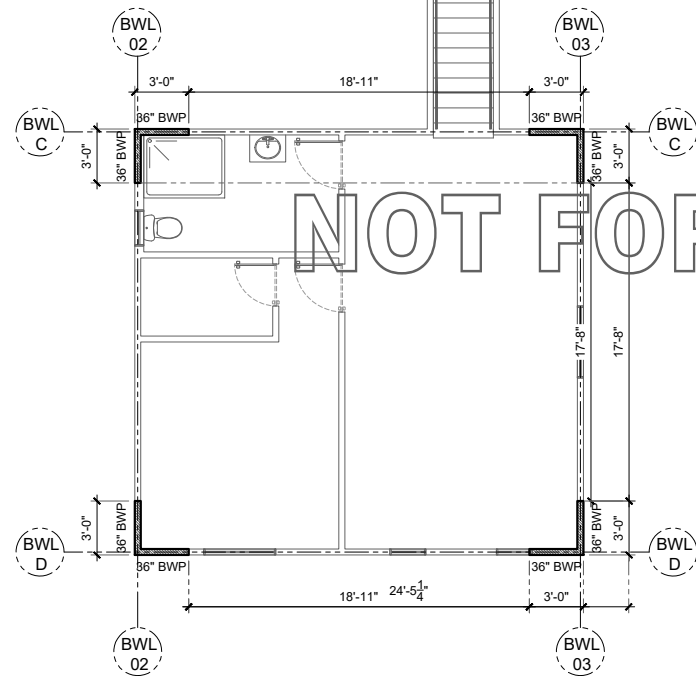
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SHEARWALL WITH HDU HOLDOWNS
NOT AT SCALE

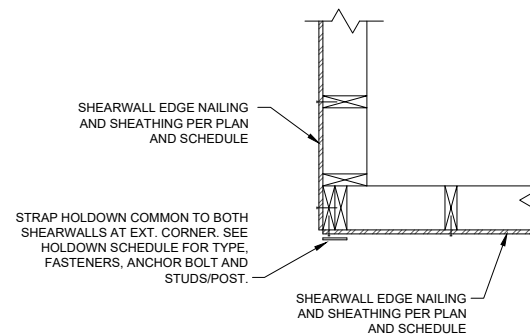


COMMON CORNER HDU HOLDOWN
DET.
NOT AT SCALE



WALL BRACING PLAN
2nd STORY

SCALE 3/32" = 1'-0"



COMMON HDU HOLDOWNS DETAIL

NOT AT SCALE

FLOOR SHEATHING REQUIREMENTS:

INSTALL 3/4" (APA GRADE 48/24) CDX PLYWOOD OR OSB T&G WITH 10d COMMON NAILS @ 6" O/C EDGES, 12" O/C FIELD. BLOCK ALL PANEL EDGES IF UNSUPPORTED. PANELS INSTALLED WITH STRENGTH AXIS PERPENDICULAR TO JOISTS AND END JOINTS SHALL BE STAGGERED.

GENERAL NOTES:

1. THESE STRUCTURAL NOTES SUPPLEMENT THE DRAWINGS AND SPECIFICATIONS AND SET THE MINIMUM STANDARDS FOR CONSTRUCTION. ANY DISCREPANCY FOUND AMONG THE DRAWINGS, SPECIFICATIONS, NOTES AND ANY SITE CONDITIONS SHALL BE REPORTED IN A TIMELY MANNER TO THE ARCHITECT/ENGINEER, WHO SHALL RESPOND TO ANY DISCREPANCY IN WRITING. ANY WORK DONE BY THE CONTRACTOR AFTER DISCOVERY OF SUCH DISCREPANCY SHALL BE DONE AT THE CONTRACTOR'S OWN RISK.
2. CAULK & COUNTER FLASH ALL EXT. OPENINGS: WINDOWS, DOORS, VENTS, ETC...
3. CONTRACTOR TO VERIFY SIZE AND LOCATION OF ALL OPENINGS IN FLOOR, ROOF AND WALLS AND COORDINATE WITH PLUMBING, ELECTRICAL AND MECHANICAL WORK.
4. PROVIDE WASHERS ON ALL BOLTED CONNECTIONS.
5. ALL SIMPSON STRONG TIE CONNECTORS AND HANGERS TO BE INSTALLED WITH STRICT ACCORDANCE TO MANUF. INSTALLATION REQS. SEE INSTALLER GUIDE: S-C-INSTALL14.
6. INSTALL SILL SEAL FOAM GASKET BETWEEN SILL PLT. AND FOUNDATION.
7. INSULATION AND VAPOR BARRIERS PER PLAN. BUILDING ENVELOPE DESIGN BY OTHERS.
8. ANCHOR BOLTS SHOULD EXTEND MIN. 3/4" ABOVE SILL PLATE FOR NUT AND WASHER INSTALLATION.
9. CONTRACTOR SHALL VERIFY ALL SITE CONDITIONS, MATERIALS AND DIMENSIONS IN THE FIELD.
10. CONTRACTOR IS RESPONSIBLE FOR ALL DEMOLITION, CONSTRUCTION METHODS, SEQUENCING AND SAFETY REQUIRED FOR THE WORK.

FRAMING & STRUCTURAL NOTES:

1. ALL WORKS MUST BE DONE IN COMPLY WITH THE 2015 IRC APA METHOD FOR SHEAR WALL BRACING.
2. ALL EXT. DOOR AND WINDOW HEADERS TO BE 1-3/4"x7-1/4" LSL OR (2) 2X10 DF NO. 2 OR 6X6 DF NO. 2 UNLESS OTHERWISE NOTED.
3. ALL INT. NON-LOAD BEARING HEADERS TO BE (2) 2X4 UNLESS OTHERWISE NOTED.
4. ALL EXT. WOOD FRAMED WALLS AND INT. LOAD BEARING WALLS SHALL BE 2X6 @ 16" O/C, DF STUD GRADE U.N.O.
5. ALL INT. WOOD FRAMED WALLS (NON-LOAD BEARING) SHALL BE 2X4 @ 16" O/C, DF STUD GRADE U.N.O.
6. ALL FASTENERS INTO PRESSURE TREATED LUMBER SHALL BE HOT DIPPED GALVANIZED OR STAINLESS STEEL.
3. ALL ADDITIONAL BLOCKING, STUDS, TRIMMERS AND NAILERS NOT SPECIFIED SHOULD BE TYPICAL STUD MATERIAL.
4. ALL TRUSSES, RAFTERS AND JOISTS SHALL HAVE SOLID BLOCKING AT POINTS OF BEARING.
5. GAP ALL SHEATHING PER MANUF. SPECS. INSTALL H-CLIPS ON 7/16 OSB OR 1/2 PLY ROOF SHEATHING WHEN SPAN IS EXCESS OF 12" O/C SPACING.
6. NO STRUCTURAL MEMBER SHALL BE CUT OR NOTCHED UNLESS SPECIFICALLY NOTED OR APPROVED BY ENGINEER.
7. DOUBLE TOP PLATES ARE TO HAVE A MIN. 48" LAP SPLICE W/ (14) 16d NAILS STAGGERED CONNECTING SPLICE. SPLICE SHALL OCCUR CENTERED OVER STUD.
8. WHERE TOP PLATE IS NOT CONTINUOUS OVER TOP OF BEAM INSTALL STRAP PER CODE FOR TRANSFER OF TENSILE FORCES.
9. SOLID BLOCK (SQUASH BLOCKS) ALL COLUMNS AND SHEARWALL END STUDS FROM ABOVE TO BEARING BELOW. AREA OF BLOCKING MUST EQUAL AREA OF POSTS OR STUDS ABOVE.
10. WHERE SHEARWALLS RUN PARALLEL TO FLOOR JOISTS AT EXTERNAL WALLS BLOCK ONE BAY FULL DEPTH @ 48" O/C W/ SOLID BLOCKING. ALIGN BLOCKING WITH STUDS ABOVE.
11. WHERE SHEARWALLS RUN PARALLEL TO FLOOR JOISTS AT INTERNAL WALLS BLOCK ONE BAY EACH SIDE OF WALL @ 48" O/C W/ SOLID BLOCKING. ALIGN BLOCKING WITH STUDS ABOVE.
12. INSTALL DOUBLE JOISTS WHERE INTERNAL BEARING WALLS RUN PARALLEL TO JOISTS.
13. SOLID BLOCKING OVER ALL 4X8 FLOOR BEAMS AND FOUNDATION PONY WALLS PER PLAN.
14. USE SIMPSON CNW COUPLER NUTS AND RAB BOLTS TO EXTEND ANCHOR BOLT HOLDOWNS THRU T/J JOIST FLOOR.
15. STRUCTURAL LOOKOUTS SHALL BE SPACED NO MORE THAN 48" O/C AT GABLE ENDS AND 24" O/C FOR WIND SPEEDS GREATER THAN 130 MPH (ULT.) OR EXPOSURE "D". LOOKOUTS CAN BE VERTICALLY OR HORIZONTALLY ORIENTED AND SHALL BE ATTACHED TO THE FIRST INBOARD TRUSS AND BARGE RAFTER W/ (2) 16d END NAILS AT EACH END.
16. WHERE SHEARWALLS INTERSECT AT CORNERS ATTACH SHEARWALL POSTS/STUDS W/ 16d NAILS @ 6" O/C STAGGERED U.N.O.
17. SHEARWALLS SHALL ONLY SHARE A COMMON HOLDOWN IF THE GROSS UPLIFT FORCE IS LESS THAN 2,500 LBS PER EACH SHEAR WALL.
18. USE 2X6 DF STUD GRADE @ 16" O/C SPACING FOR FRAMING OF ALL EXT. WALLS U.N.O. MIDSPAN BLOCKING SHALL BE WITHIN 24" OF MID HEIGHT OF WALL.
19. USE 2X6 DF NO. 2 STUDS @ 16" O/C SPACING WHERE STUD LENGTH EQUALS OR EXCEEDS 9' (IE. EXT. GARAGE WALLS AND BALLOON FRAMED WALLS).
20. MECH. LAMINATION OF STUDS SHALL BE 16d NAILS @ 12" O/C, STAGGERED U.N.O.
21. AN MSTC40 STRAP SHALL BE INSTALLED WHERE THE TOP PLATE OF ANY EXT. WALL IS DISCONTINUOUS.
22. ROOF OVERFRAMING TO BE 2X6 RAFTERS @ 24" O/C W/ 2X4 VERT. SUPPORTS BEARING ON MAIN ROOF @ 48" O/C TYPICAL.
23. EXT. WINDOW AND DOOR OPENINGS SHALL HAVE (1) 2X TRIMMER AND (1) 2X KING EACH SIDE U.N.O.

PROJECT NAME:

RESIDENTIAL REMODEL

701 W L LOCKETT RD.,
COLLEYVILLE, TX 76034



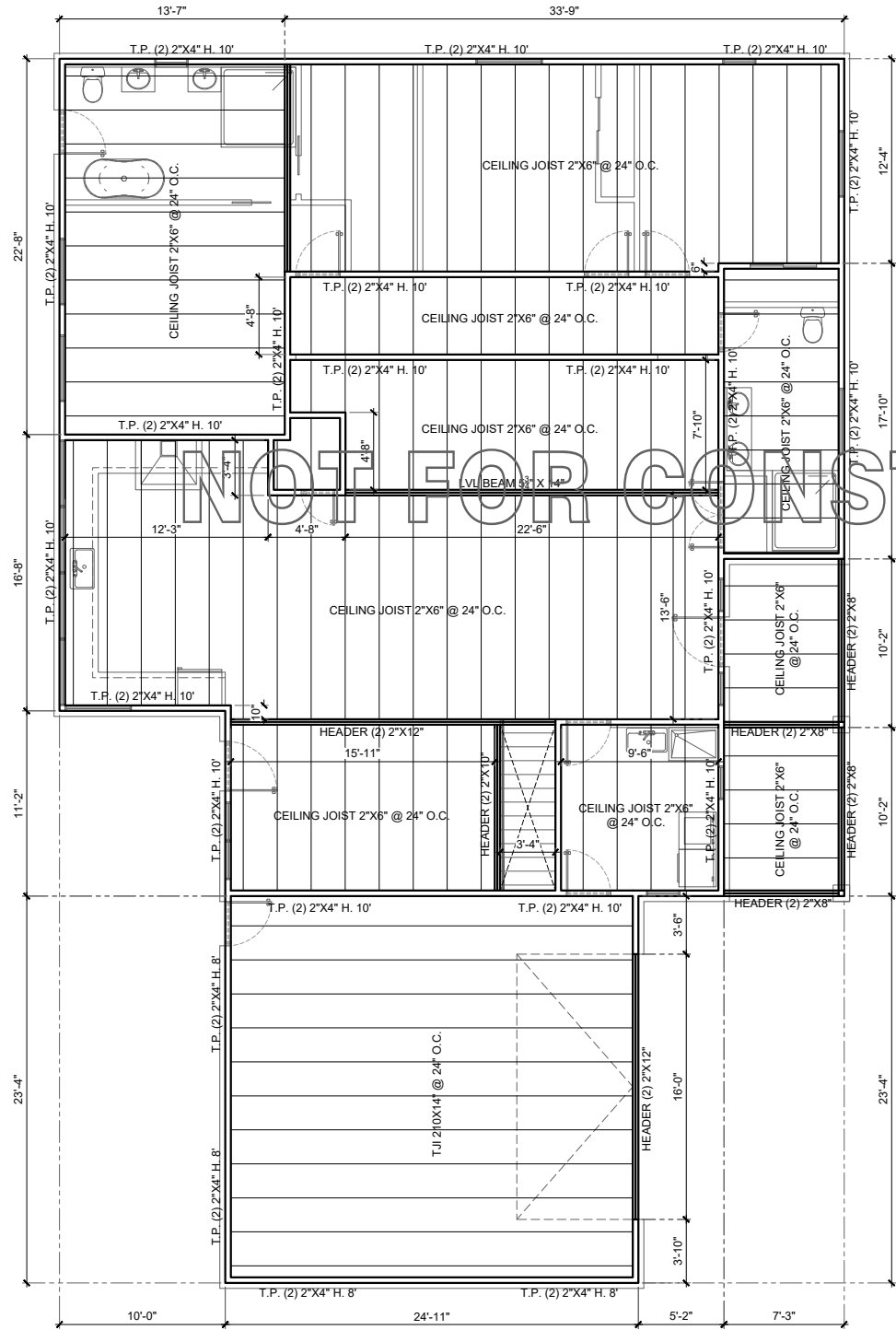
DATE:

08/03/2021

SCALE:

3/32" = 1'-0"

A07



CEILING FRAME PLAN
1st STORY

SCALE 3/32" = 1'-0"

DESIGN LOADS:

LIVE LOAD: 40 PSF
DEAD LOAD: 20 PSF
LIVE LOAD DEFLECTION: L/360

PLAN ONLY SHOWS BEARING WALLS. CONTRACTOR MUST VERIFY CAPACITY OF TJI JOIST AND LVL BEAMS AND FOLLOW MANUFACTURER'S INSTRUCTIONS FOR ASSEMBLY, FRAMING AND MAXIMUM ALLOWED SPANS.

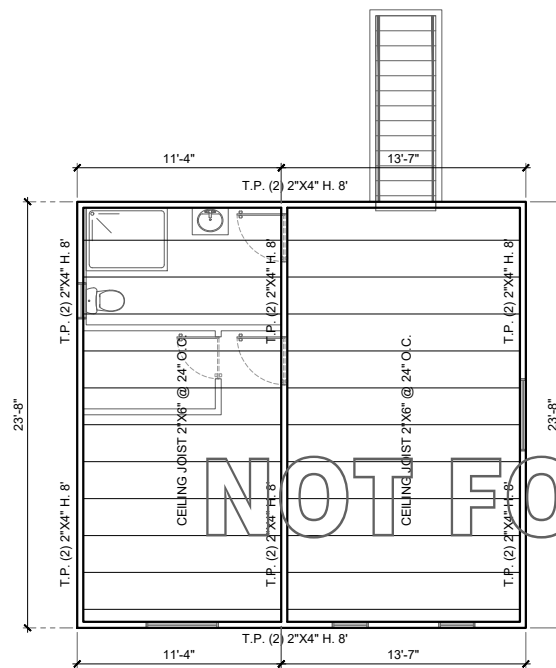
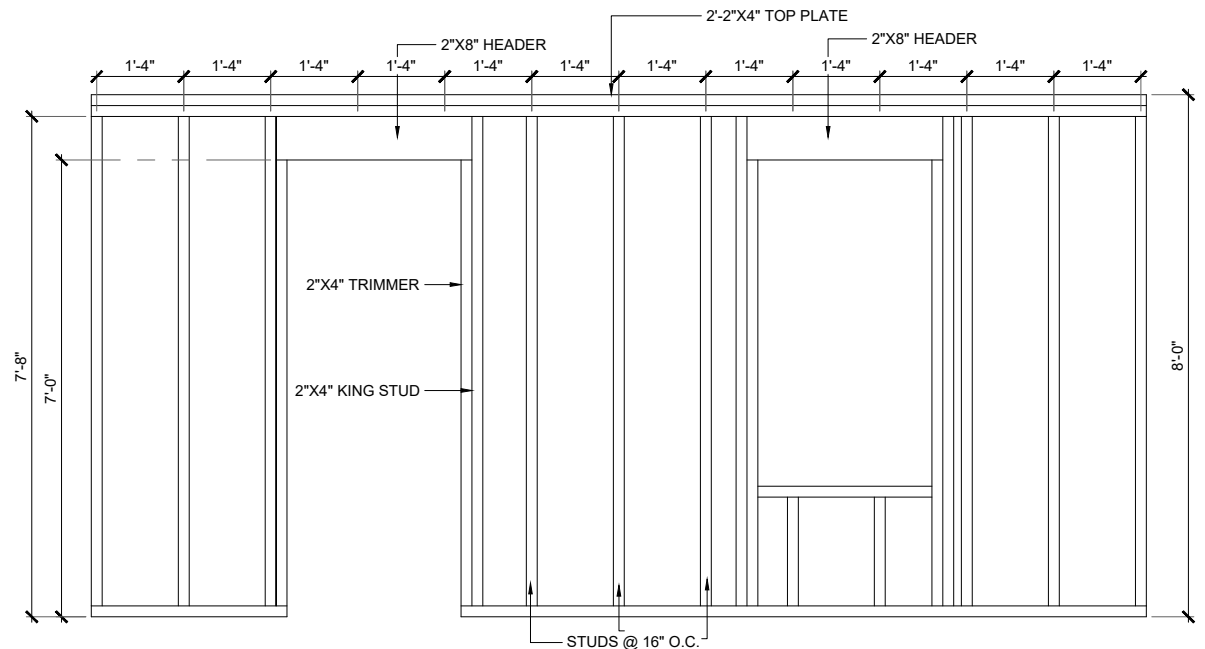
HEADER SPAN TABLE

SPAN	SINGLE STORY	TWO STORY
0' TO 4'	4"x4"	6"x6"
4' TO 6'	4"x6"	6"x8"
6' TO 8'	4"x8"	6"x10"
8' TO 10'	4"x10"	6"x12"
10' TO 12'	4"x12"	6"x14"

MAXIMUM STUD HEIGHT TABLE

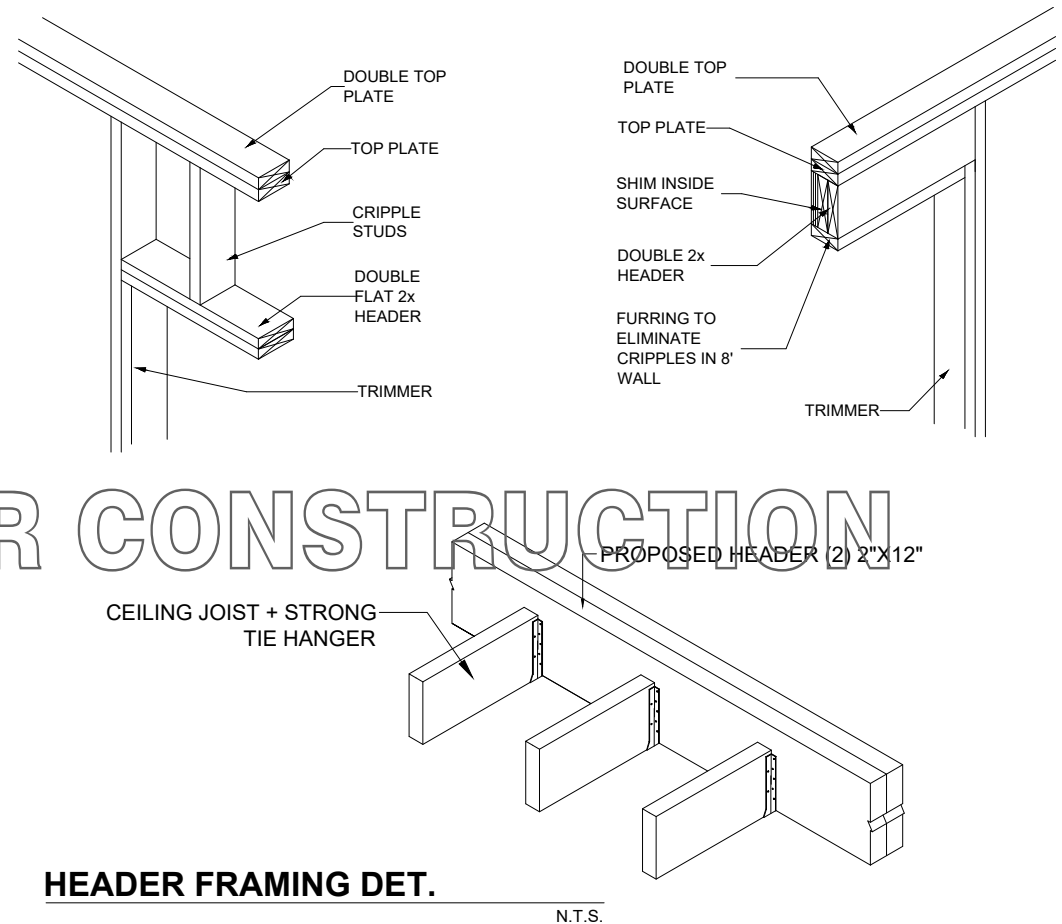
STUD HEIGHT	BEARING WALL	NON-BEARING WALL
0' TO 10'	2"x6"	2"x4"
10' TO 12'	2"x6"	2"x6"

WALL FRAMING DET.



CEILING FRAME PLAN
2nd STORY

SCALE 3/32" = 1'-0"

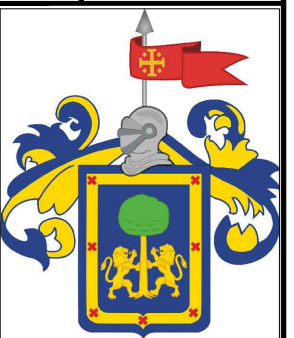


HEADER FRAMING DET.



PROJECT NAME:

RESIDENTIAL REMODEL
701 W L LOCKETT RD.,
COLLEYVILLE, TX 76034



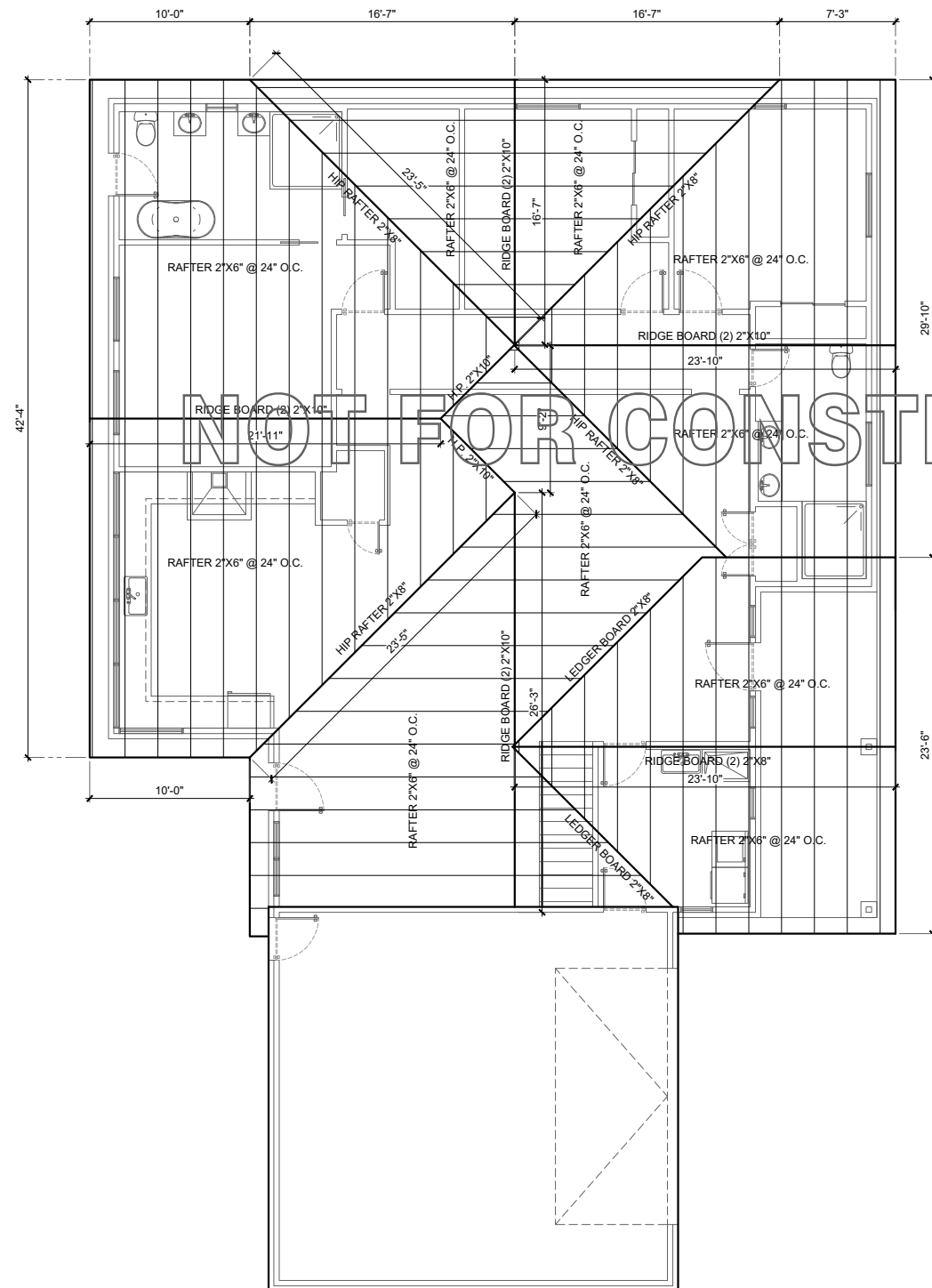
DATE:

08/03/2021

SCALE:

3/32" = 1'-0"

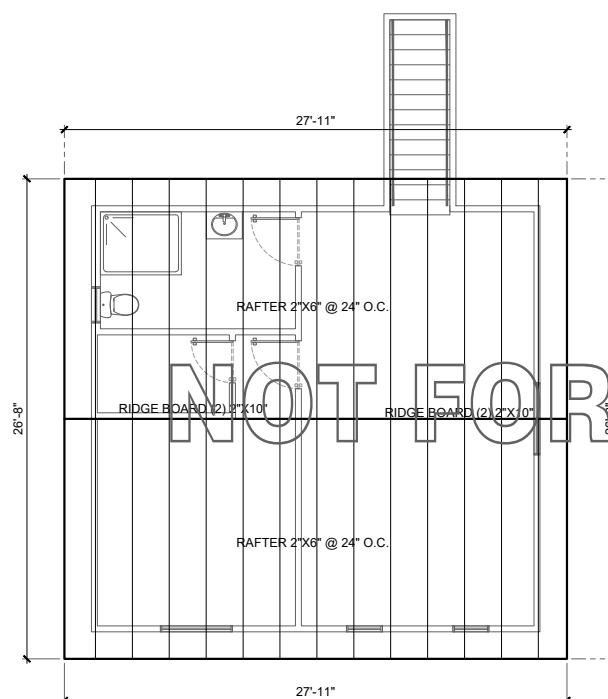
A08



ROOF FRAMING PLAN

1st STORY

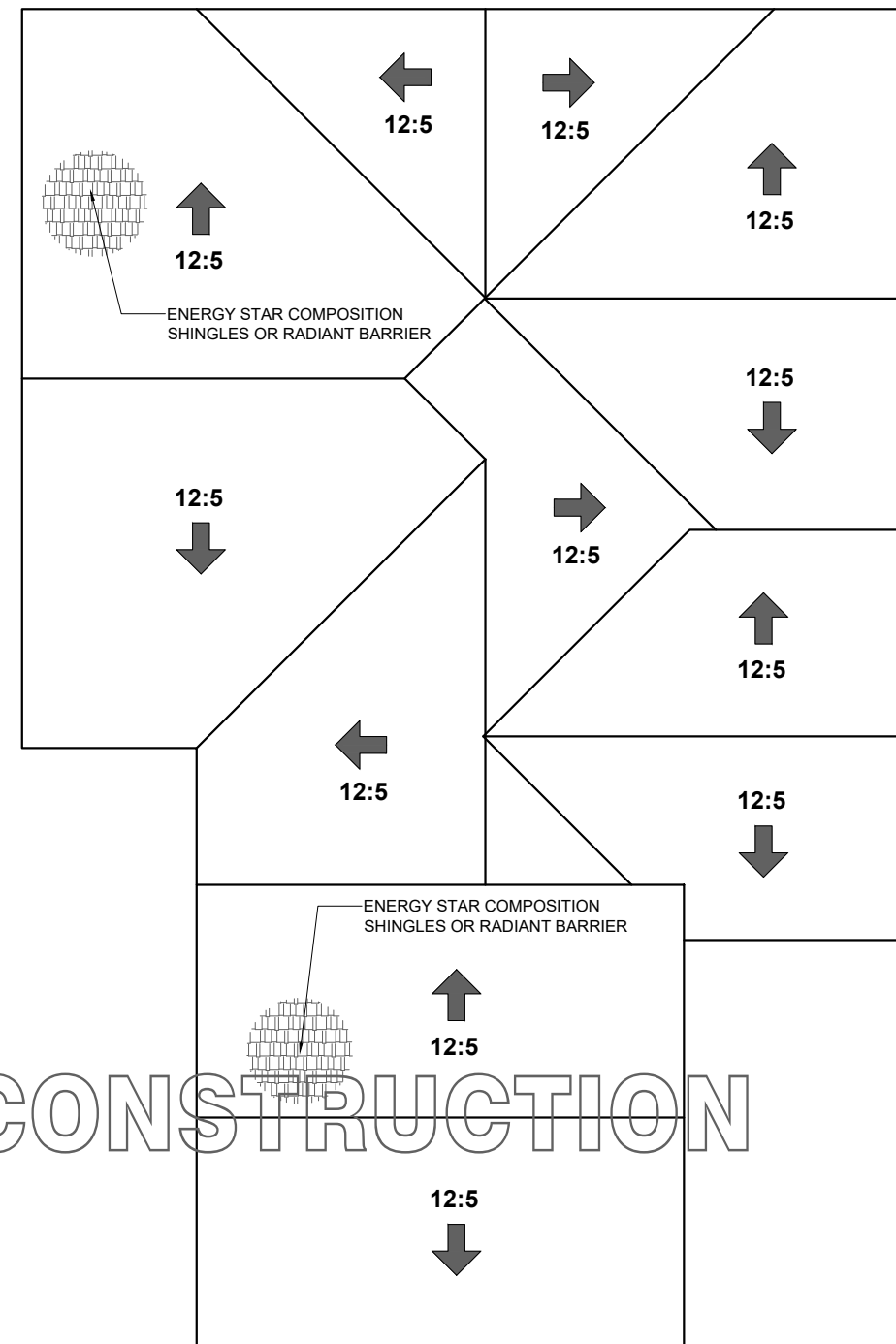
SCALE 3/32" = 1'-0"



ROOF FRAMING PLAN

2nd STORY

SCALE 3/32" = 1'-0"



ROOF PLAN

SCALE 3/32" = 1'-0"



PROJECT NAME:

RESIDENTIAL REMODEL
701 W L D LOCKETT RD.,
COLLEYVILLE, TX 76034



DATE:

08/03/2021

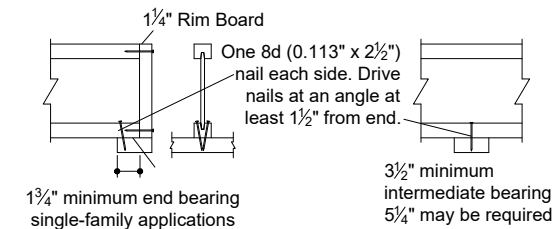
SCALE:

$$\frac{3}{32}'' = 1'-0''$$

A09

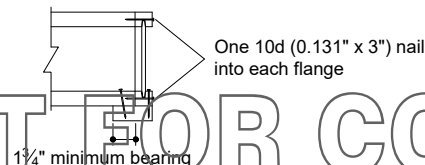
NAILING AT BEARING (FLOOR)

TJI® Joist to Bearing Plate



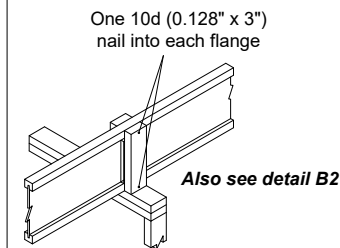
Shear transfer nailing: Connections equivalent to floor panel nailing schedule

Rim to Joist

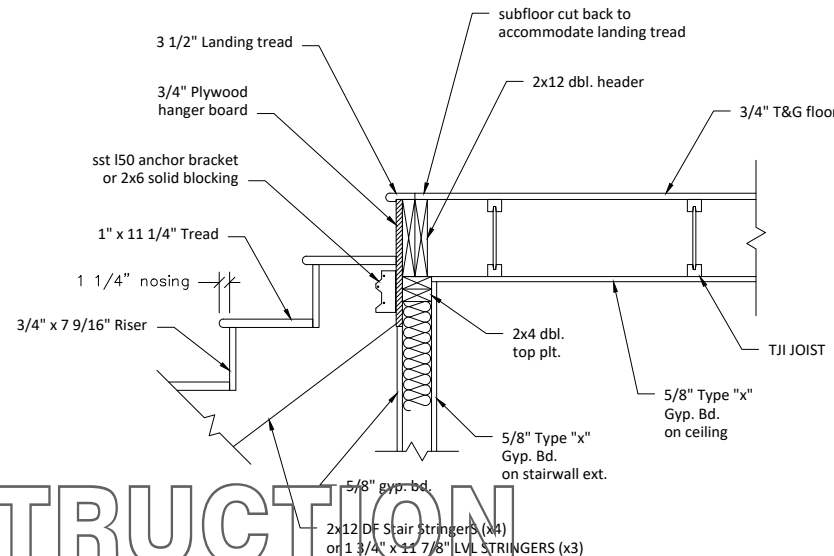


Locate rim board joint between joists.

Squash Blocks to Joist (Load bearing wall above)

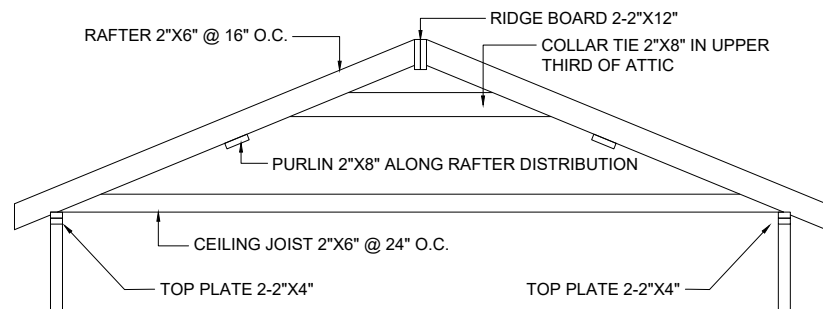


Also see detail B2



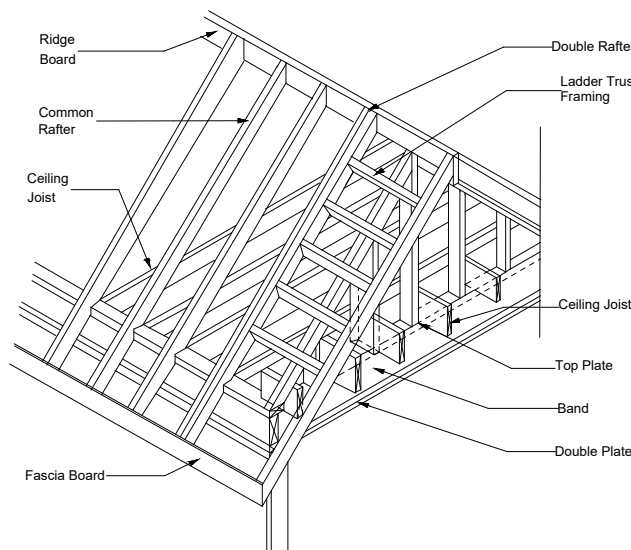
TJI NAILING DET.

N.T.S.



ROOF FRAMING DET.

N.T.S.

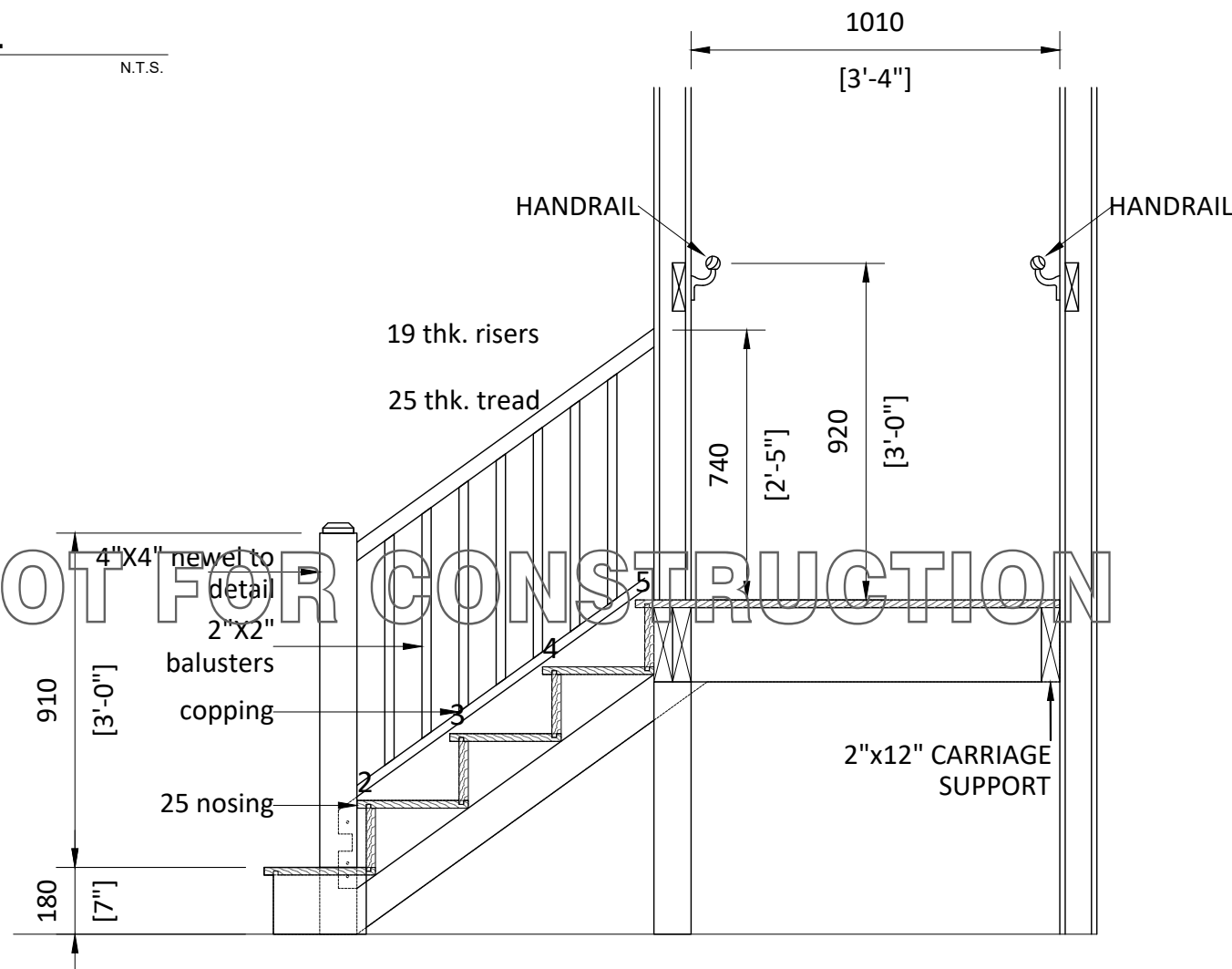


GABLE FRAMING DET.

N.T.S.

STAIRS LANDING DET.

N.T.S.



STAIRS FRAMING DET.

N.T.S.



PROJECT NAME:

RESIDENTIAL REMODEL
701 W L LOCKETT RD.,
COLLEYVILLE, TX 76034



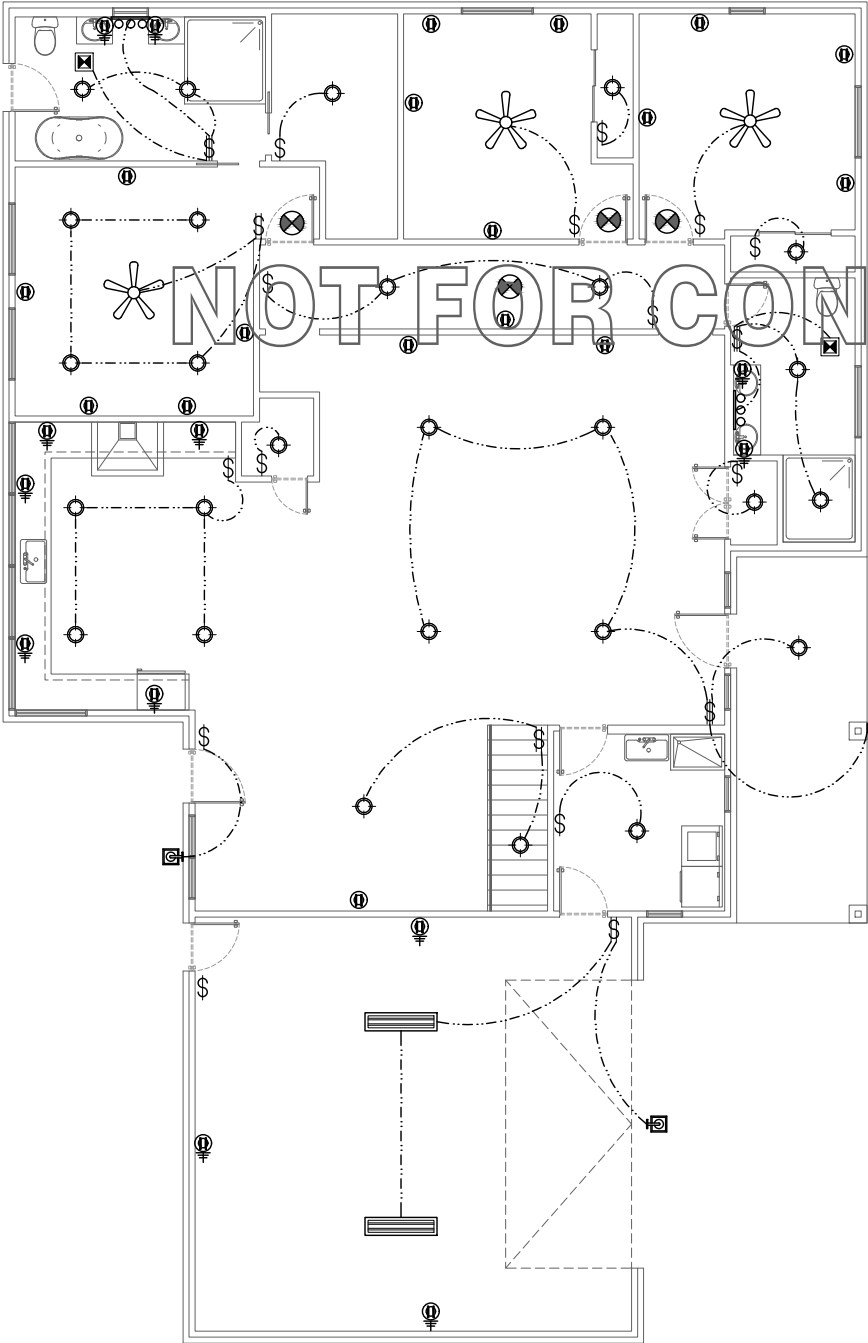
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08/03/2021

SCALE:

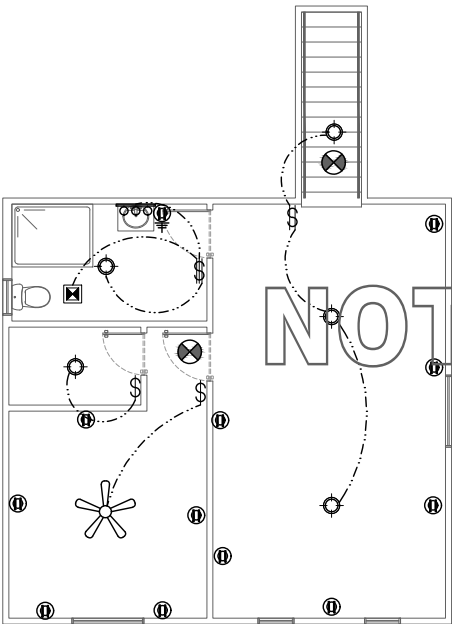
3/32" = 1'-0"

A10



ELECTRICAL PLAN
1st STORY

SCALE 3/32" = 1'-0"



ELECTRICAL PLAN
2nd STORY

SCALE 3/32" = 1'-0"

ELECTRICAL FIXTURES HEIGHT		
FIXTURE	HEIGHT	
STANDARD OUTLET	15"	
OUTLET AT 30" CAB.	30"	
OUTLET AT 36" CAB.	48"	
TYPICAL WALL SWITCH	48"	
FRIDGE OUTLET	60"	
GARAGE OUTLET	48"	
UTILITY OUTLET	42"	

NOTE:

ALL THE ARTIFACTS, WIRES AND EQUIPMENT USED FOR THE INSTALLATIONS MUST COMPLY WITH THE REQUIREMENTS ESTABLISHED BY THE CURRENT CODE OF THE CITY. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE THE CALIBER OF THE WIRE TO BE USED IN THE INSTALLATIONS AND THE PARAMETERS THAT MUST HAVE THE EQUIPMENT TO GUARANTEE THE FULFILLMENT OF THE STANDARD. THE CUSTOMER MAY DETERMINE WHAT KIND OF LAMPS WILL BE USED IF THESE COMPLY WITH GREEN ENERGY REQUIREMENTS. OUTLET AND SWITCH SHOULD BE INSTALLED IN ACCORDANCE WITH WHAT IS ESTABLISHED IN THE HEIGHT TABLE, IF THE CONTRARY IS NOT ESTABLISHED IN THE DRAWINGS.

ELECTRICAL LEGEND

BREAKERS PANEL	
CEILING MOUNTED LIGHT	
110 VOLT RECEPTACLE	
220 VOLT RECEPTACLE	
EXHAUST FAN (50 cfm MIN.)	
SMOKE DETECTOR W/ CARBON MONOXIDE DETECTION (HARD WIRE WITH BATTERY BACKUP)	
SINGLE SWITCH	
DOUBLE SWITCH	
3 WAY SWITCH	
WALL MOUNTED LIGHT	
ELECTRICAL WIRE	
110 VOLT RECEPTACLE GROUND FAULT INTERRUPTER	
GARAGE DOOR OPENER	
INCANDESCENT LIGHT TUBE	
CEILING FAN W/OPT. LIGHT	
CEILING PENDANT LIGHT	
OUTDOOR WALL LIGHT	
VANITY LIGHTS	
EAVES LIGHTS	
TELEPHONE OUTLET	
TELEVISION CABLE OUTLET	
110 VOLT EXTERIOR RECEPTACLE GROUND FAULT INTERRUPTER	

PROJECT NAME:

RESIDENTIAL REMODEL
701 W L D LOCKETT RD.,
COLLEYVILLE, TX 76034



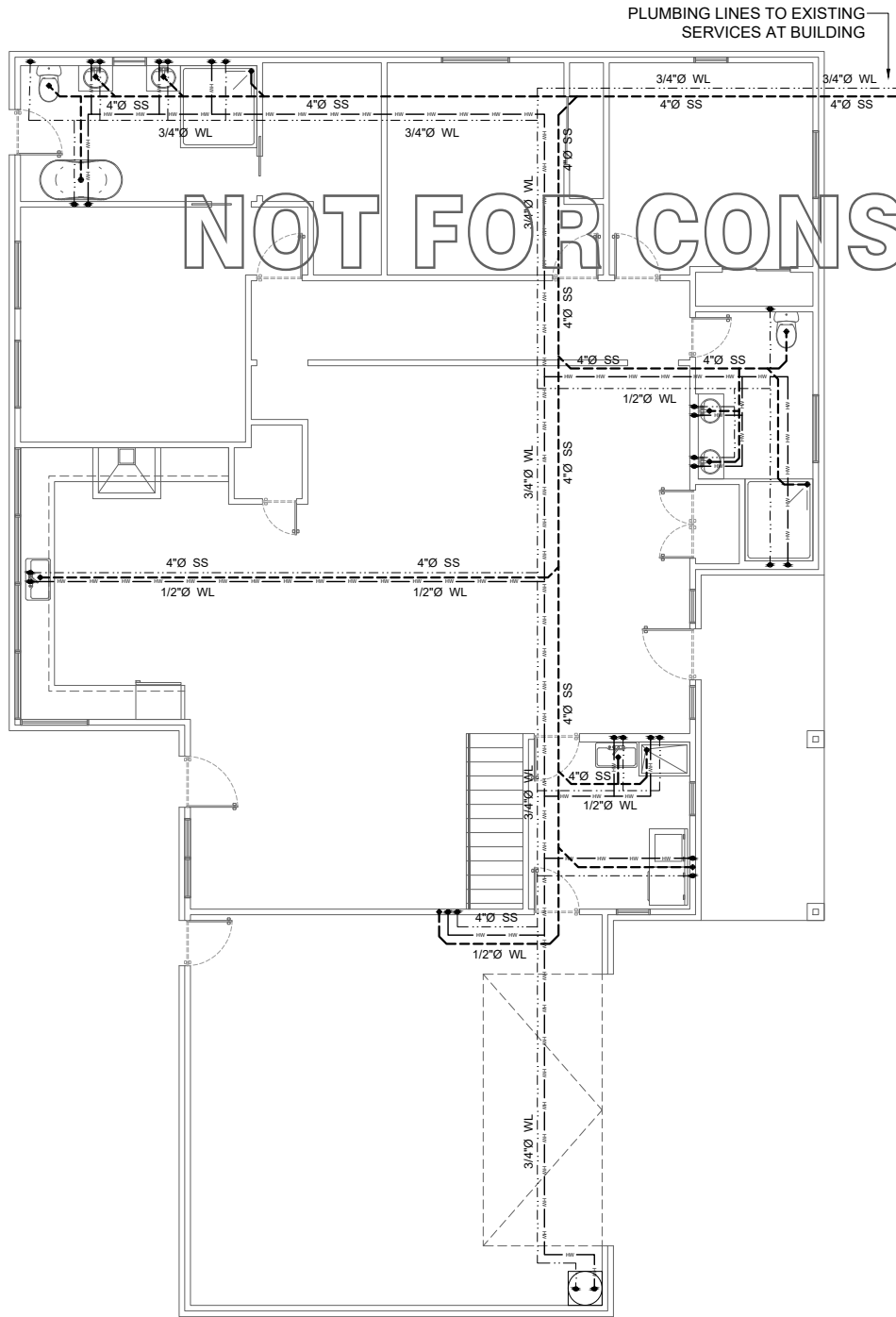
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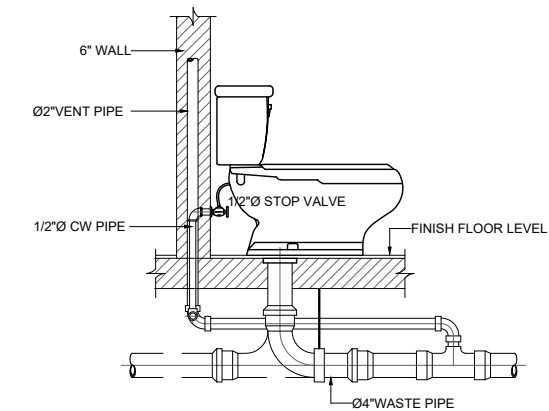
3/32" = 1'-0"

A11



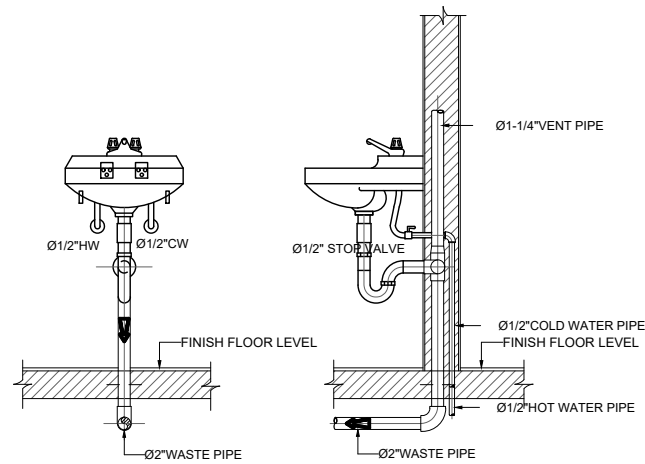
PLUMBING PLAN
1st STORY

SCALE 3/32" = 1'-0"



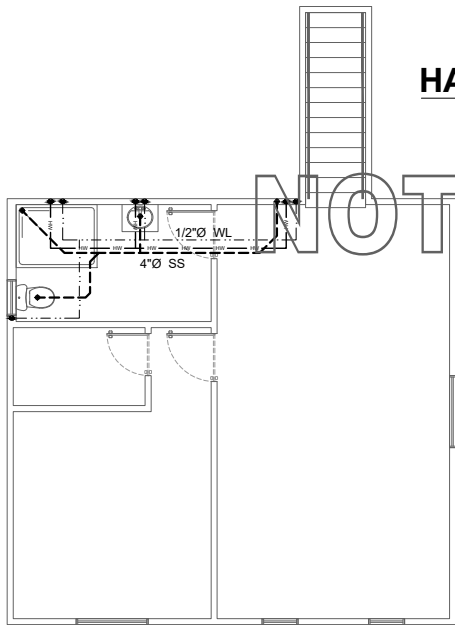
WATER CLOSET DETAIL

SCALE 3/8" = 1'-0"



HAND SINK DETAIL

SCALE 3/8" = 1'-0"



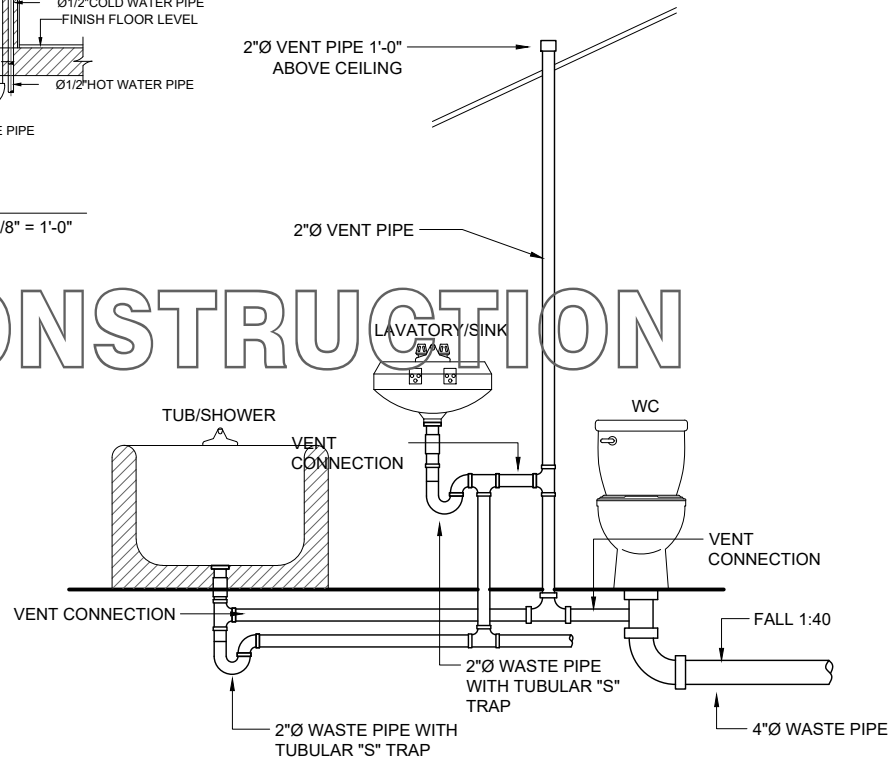
PLUMBING PLAN
2nd STORY

SCALE 3/32" = 1'-0"

FIXTURE CONNECTIONS				
FIXTURE	PIPE DIAMETER			
	WASTE	VENT	COLD WATER	HOT WATER
HAND SINK	2"	2"	1/2"	1/2"
WATER CLOSET	4"	2"	3/4"	N/A
FLOOR DRAIN	3"	2"	N/A	N/A
WATER HEATER	N/A	N/A	3/4"	3/4"
WASH MACHINE	2"	N/A	3/4"	3/4"
HOSE	N/A	N/A	1/2"	1/2"
SINK	2"	2"	1/2"	1/2"

- NOTES:
- SIZES SHOWN ARE MINIMUM UNIFORM PLUMBING CODE REQUIREMENTS FOR TRAPS, TRAP ARM & ROUGH-IN CONNECTION.
 - IF CAST IRON NO-HUB PIPE IS USED, WASTE AND VENT PIPE SHALL BE 2" MINIMUM.
 - WALLS WITH PLUMBING LINES TO BE 6".

PLUMBING LEGEND	
SYMBOL	DESCRIPTION
---	COLD WATER LINE
---	HOT WATER LINE
---	SANITARY SEWER LINE
⊗	FIXTURE
⊙	WATER HEATER
⊙	VENT. PIPE
⊙	SANITARY CONNECTION



PLUMBING RAISER DETAIL

SCALE 3/8" = 1'-0"



PROJECT NAME:

RESIDENTIAL REMODEL

701 W L LOCKETT RD.,
COLLEYVILLE, TX 76034



DATE:

08/03/2021

SCALE:

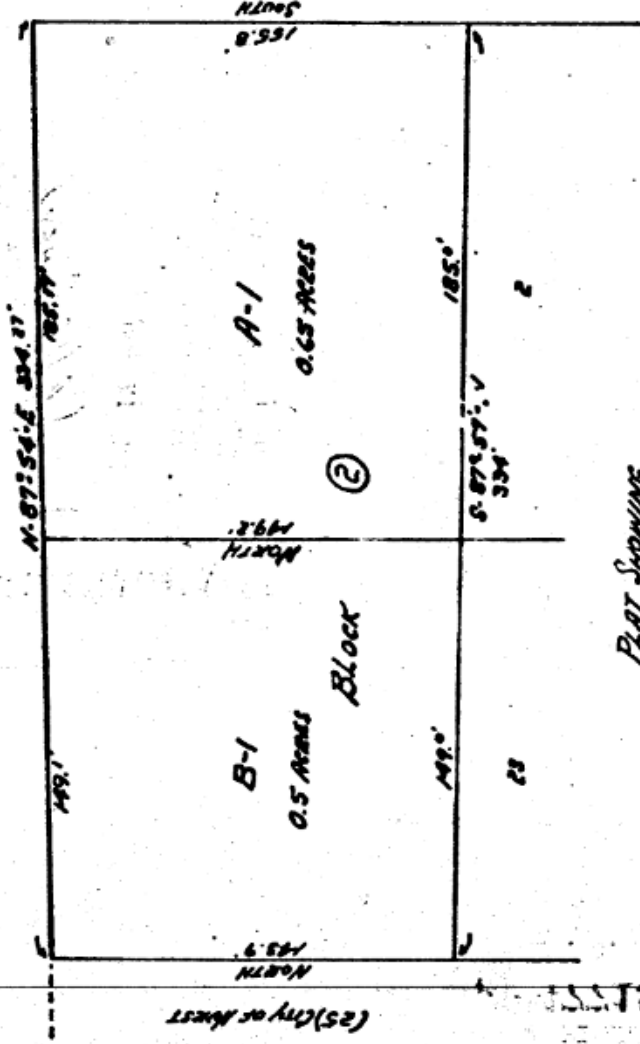
3/32" = 1'-0"

A12

3213

6822

CO. B. B. M. 348 & D. LOCKETT, JR. (SO)



PLAT SHOWING

LOTS A-1 AND B-1 BLOCK 2
REAGAN ESTATES, BEING A
REVISION OF LOT 1, BLOCK 2
REAGAN ESTATES

HURST, TARRANT COUNTY TEXAS
(BEING PART OF 1. CARPENTER SURVEY ACCT. 936)

CITY OF HURST, TEXAS
FINAL PLAT APPROVAL

NOTE:

This plat is valid only if recorded within
six (6) months after date of City Council
approval

PLANNING COMMISSION

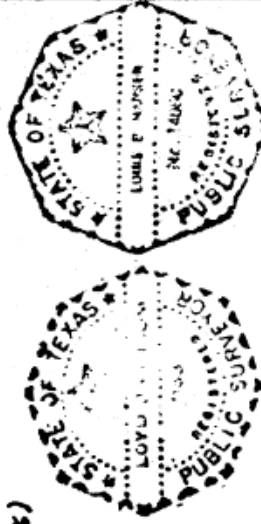
BY: *N. W. L. Gault, P.E.*

DATE: 6-19-67

CITY COUNCIL

BY: *W. H. L. Gault, Jr.*

DATE: 6-12-67



BERNARD E. HANSEN

SURVEYOR

3408 HANCOCK, Ft. Worth, Texas

TE 8-5348

THE D. H. HANSEN, CHARTERED, 1907 THIS MAP IS
A REVISION OF THE MAP OF THE SURVEY OF
THE HANSEN, CHARTERED, 1907

June 9, 1967

Notification Map



VC21-003
701 W. LD Lockett Road

DISCLAIMER:

This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.



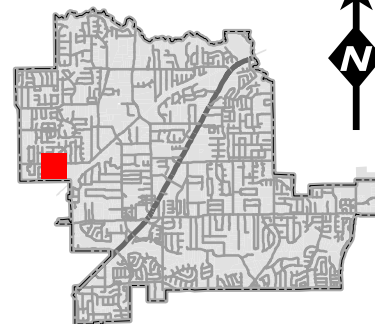
Subject Property



500ft Buffer



Properties within 500ft



ID	Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
1	HEREDIA, CESAR	5803 CHALFORD CMN	COLLEYVILLE, TX	76034	5803 CHALFORD COMMON
2	RAWSON, MICHAEL P	5600 LOWRIE RD	COLLEYVILLE, TX	76034	5600 LOWRIE RD
3	FINLEY, DOUGLAS	5604 REAGAN RD	COLLEYVILLE, TX	76034	5604 REAGAN RD
4	JOHNSON, LINDSAY	5816 COUNTRY WAY	COLLEYVILLE, TX	76034	5816 COUNTRY WAY
5	SABBIA, MICHAEL J	711 DUNS TEW PATH	COLLEYVILLE, TX	76034	711 DUNS TEW PATH
6	COBB, DONNA M	707 W LD LOCKETT RD	COLLEYVILLE, TX	76034	707 W LD LOCKETT RD
7	AQUINO, JENNIFER	715 DUNS TEW	COLLEYVILLE, TX	76034	715 DUNS TEW PATH
8	CATHOLIC DIOCESE OF FT WORTH	800 W LOOP 820 S	FORT WORTH, TX	76108	5700 LOWRIE RD
9	PYRON, THOMAS S	5812 COUNTRY WAY	COLLEYVILLE, TX	76034	5812 COUNTRY WAY
10	COOK BOATMAN LIVING TRUST	5805 BRYTON CIR	COLLEYVILLE, TX	76034	5805 BRYTON CT
11	ISHAK, ASHRAF Z	104 W LD LOCKETT RD	COLLEYVILLE, TX	76034	805 W L D LOCKETT RD
12	DULANEY, NANCY	5608 LOWERIE RD	COLLEYVILLE, TX	76034	5608 LOWRIE RD
13	TOMERLIN, MARTHA	2 COUNTRY WAY	COLLEYVILLE, TX	76034	2 COUNTRY WAY
14	KAISER, LISA	5809 BRYTON CT	COLLEYVILLE, TX	76034	5809 BRYTON CT
15	VALENCIA, JAVIER E	701 W L D LOCKETT	COLLEYVILLE, TX	76034	701 W L D LOCKETT RD
16	MCINTOSH, JOSEPH	5601 LOWRIE RD	COLLEYVILLE, TX	76034	5601 LOWRIE RD
17					5604 LOWRIE RD
18	COVINGTON COLLEYVILLE HOA INC	PO BOX 935	KELLER, TX	76248	716 W L D LOCKETT RD
19	FLEISCHER, LAWRENCE	609 W LD LOCKETT RD	COLLEYVILLE, TX	76034	609 W L D LOCKETT RD
20	SILVESTRI, MARIO	5808 COUNTRY WAY	COLLEYVILLE, TX	76034	5808 COUNTRY WAY
21	VOTAW, J T	5804 CHALFORD CMN	COLLEYVILLE, TX	76034	5804 CHALFORD COMMON
22	COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	709 W LD LOCKETT RD
23	BIASATTI, DORIS M	5609 LOWRIE RD	COLLEYVILLE, TX	76034	5609 LOWRIE RD
24	RAWSON, MICHAEL P	5600 LOWRIE RD	COLLEYVILLE, TX	76034	5600 LOWRIE RD
25	FINLEY, DOUGLAS	5605 LOWRIE RD	COLLEYVILLE, TX	76034	5605 LOWRIE RD
26	NORDEN, JENNIFER	705 W LD LOCKETT RD	COLLEYVILLE, TX	76034	705 W L D LOCKETT RD
27	WATSON, CORY	509 W D LOCKET RD	COLLEYVILLE, TX	76034	509 W L D LOCKETT RD
28	MCKENZIE, DAVID	605 W LD LOCKETT RD	COLLEYVILLE, TX	76034	605 W L D LOCKETT RD
29	WINDOM, JEREMY	801 W LD LOCKETT	COLLEYVILLE, TX	76034	801 W L D LOCKETT RD
30					5600 LOWRIE RD
31	EVP REALTY LLC	5604 REAGAN RD	COLLEYVILLE, TX	76034	601 W L D LOCKETT RD
32	MOBLEY, KENNETH	3 COUNTRY WAY	COLLEYVILLE, TX	76034	3 COUNTRY WAY
33	KOPOREC REVOCABLE TRUST	5804 BRYTON CT	COLLEYVILLE, TX	76034	5804 BRYTON CT
34	COVINGTON COLLEYVILLE HOA INC	PO BOX 935	KELLER, TX	76248	712 W L D LOCKETT RD
35	STROBEL, MARIANNE	719 DUNS TEW PATH	COLLEYVILLE, TX	76034	719 DUNS TEW PATH
36	HOLMES, JEANE S	6001 SHERSTON GLN	COLLEYVILLE, TX	76034	6001 SHERSTON GLEN
37	SKERTCHLY, CARLOS	5808 BRYTON CT	COLLEYVILLE, TX	76034	5808 BRYTON CT
38	COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	729 W LD LOCKETT RD
39	ABITOYE, OLUTOYIN	707 DUNS TEW PATH	COLLEYVILLE, TX	76034	707 DUNS TEW PATH
40	REATA PLACE	5700 Texas Trail	COLLEYVILLE, TX	76034	COURTESY NOTICE
41	LAVACA TRAIL ESTATES		COLLEYVILLE, TX	76034	COURTESY NOTICE
42	COVINGTON ADDITION	5751 Kroger Drive	KELLER, TX	76034	COURTESY NOTICE
43	KELLER ISD	350 KELLER PKWY	KELLER, TX	76248	STATE REQUIRED



NOTICE OF PUBLIC HEARING

«Owner Name»

«Owner Address»

«Owner City» «Owner Zip»

The City of Colleyville has scheduled public hearings concerning the below referenced request on the following dates and location:

**City Council Meetings: Tuesday, September 7, 2021 at 7:30 p.m.
3rd floor of City Hall, 100 Main Street, Colleyville, Texas**

Request: Request for a variance to the provisions of Section 3.24G, Schedule of District Regulations of the Land Development Code, specifically for the lot area and setbacks in the R-40 Single Family Residential district. The existing lot area is 30,884 sq. ft., not the required 40,000 sq. ft. The existing home's front setback is 32'9" ft. not the required 40 ft. The request is to allow for a remodel and expansion of the existing home.

Zoning Case: VC21-003

Applicant: Annissa Valencia

Owners: Javier and Annissa Valencia

Location: 701 W. LD Lockett Road

Property Description: Lot A1, Block 2, Reagan Estates

Present Zoning: R-40 Single Family Residential

This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved City tax roll. Action by the City Council serves as a final action on the request.

All interested persons are encouraged to attend the public hearing and express their opinions on the variance request. If you are unable to attend, but wish to have your opinions made a part of the public record, please submit written comments prior to the public hearing, to the address below:

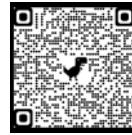
**Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034**

NOTICE OF PUBLIC HEARING

This notice has been sent to all owners of real property within 500 feet of the request as such ownership appears on the last approved tax roll and all homeowners associations within 1000 feet.



The application is on file for public examination in the Community Development Department at 100 Main Street, Colleyville, Texas 76034. A brief project description can be found online on the Agenda Packet and Active Development Case map (please use your phone's camera to scan QR code below):



For additional information, please contact the Community Development Department at 817.503.1056. Please reference the zoning case number when requesting information.

Jacquelyn Reyff
Principal Planner
jreyff@colleyville.com

RESOLUTION R-21-4648

A RESOLUTION APPROVING A REQUEST FOR A VARIANCE TO SECTION 3.24.G, SCHEDULE OF DISTRICT REGULATIONS OF THE LAND DEVELOPMENT CODE, SPECIFICALLY FOR LOT AREA AND SETBACKS IN THE R-40 SINGLE FAMILY RESIDENTIAL DISTRICT FOR LOT A1, BLOCK 2, REAGAN ESTATES, LOCATED AT 701 W LD LOCKETT ROAD

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

Sec. 1. THAT the variance to allow for a lot area of 30,884 square feet and a front setback of 32 feet 9 inches located at 701 W. LD Lockett Road (the "Property"), as depicted in Exhibit "A" hereto, is hereby approved, subject to the following conditions:

1. *{to add if approved with conditions}*

Sec. 2. THAT this Resolution shall become effective immediately upon passage; provided the variance for the Property shall become effective immediately upon the conditions stated herein being fully satisfied.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF ____ AYES, ____ NAYS, ON THIS THE 21ST DAY OF SEPTEMBER 2021.

Mayor Richard Newton _____
Place 1, Tammy Nakamura _____
Place 3, Kathy Wheat _____
Place 4, George Dodson _____

Mayor Pro Tem Bobby Lindamood _____
Place 5, Chuck Kelley _____
Place 6, Callie Rigney _____

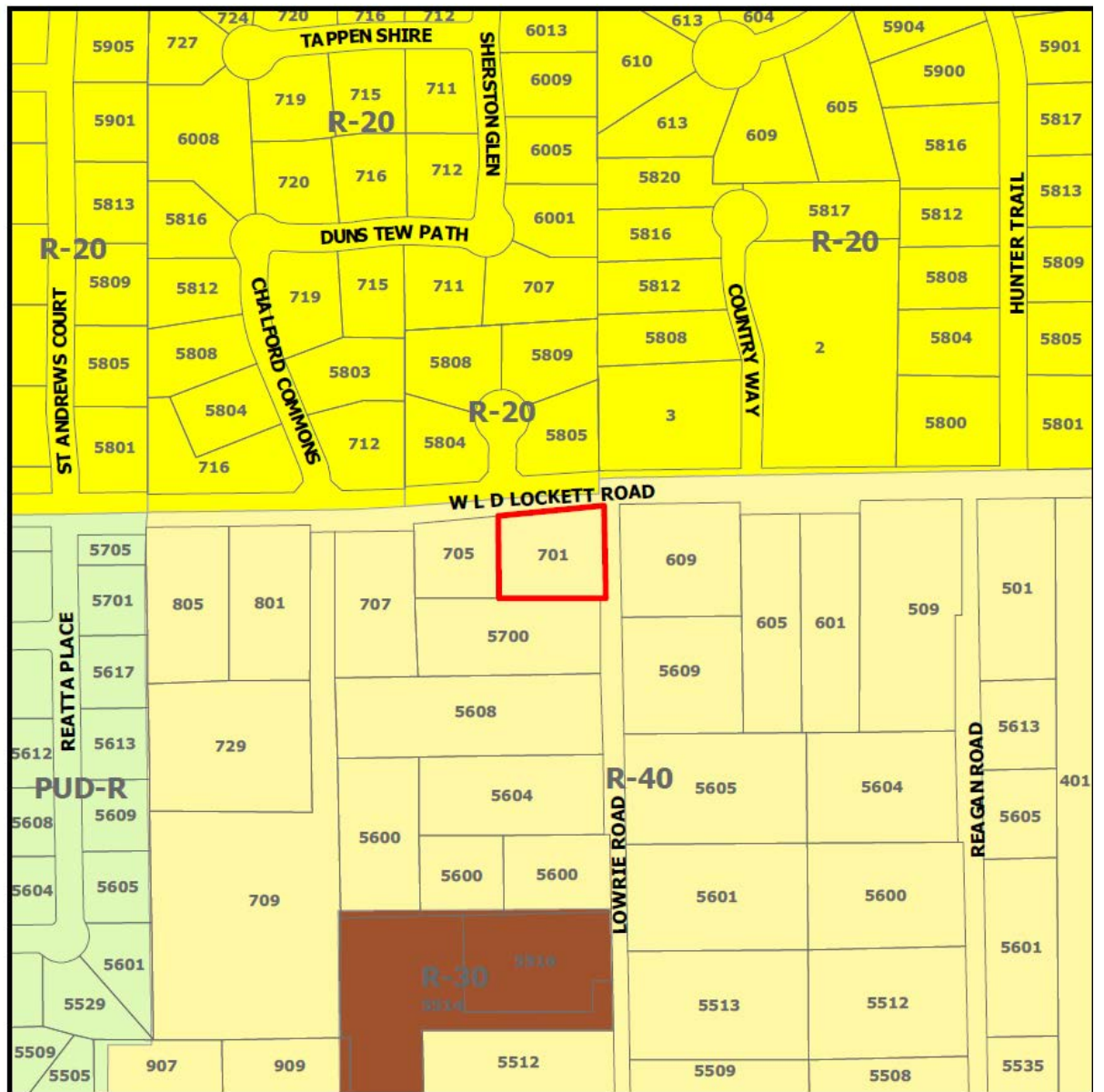
ATTEST:

CITY OF COLLEYVILLE

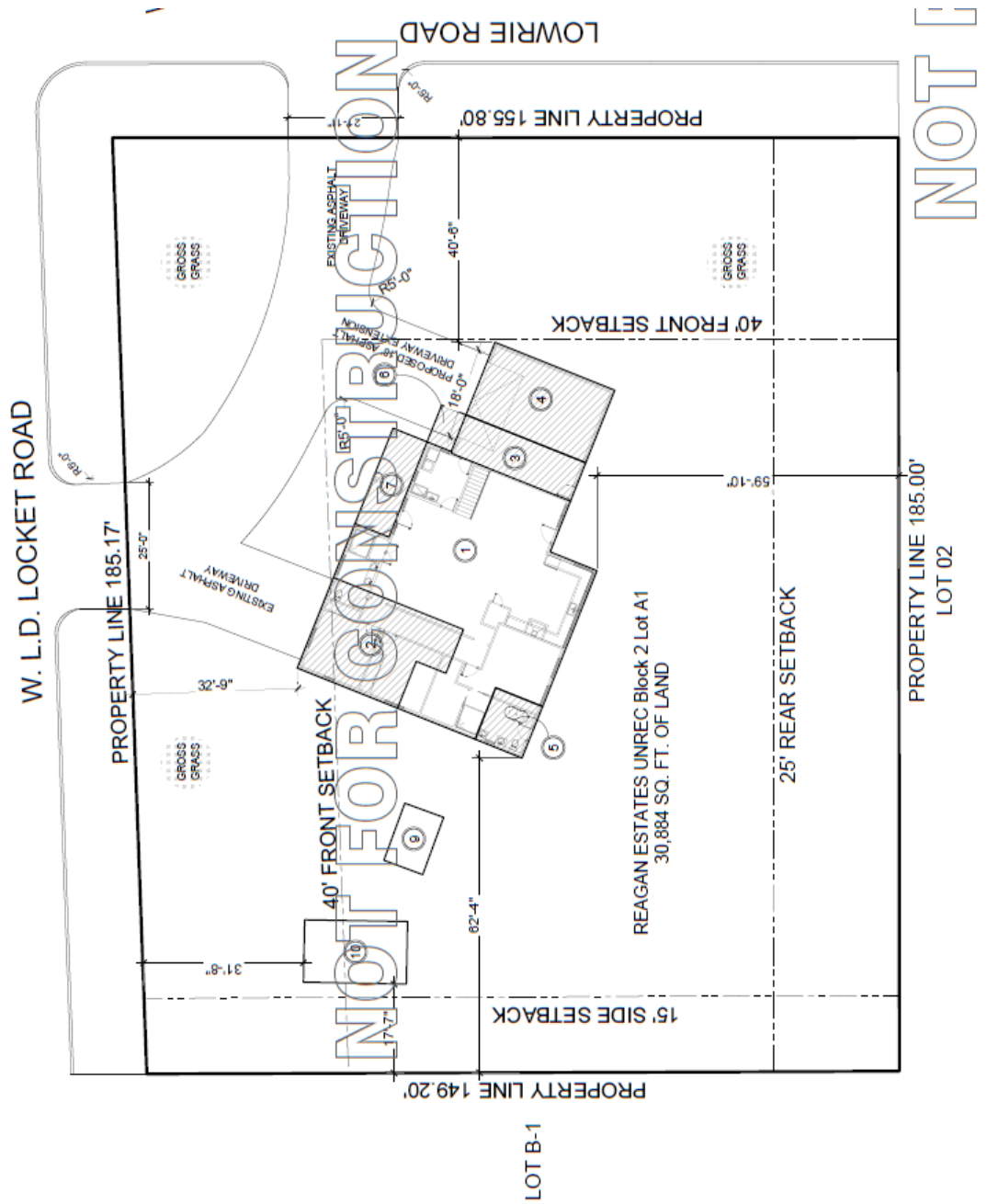
Christine Loven, TRMC
City Secretary

Richard Newton
Mayor

Attachment "A"



Attachment "B"



SITE PLAN

SCALE 1" = 30'

NOT FOR CONSTRUCTION



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
www.colleyville.com

Agenda Number 10

Agenda Date 9/21/2021

Type Report

Department City Secretary

Title

Parks and Recreation Advisory Board Minutes - July 12, 2021

Planning and Zoning Commission Meeting Minutes - August 10, 2021

Planning and Zoning Commission Worksession Minutes - August 23, 2021

Attachments

1. Parks and Recreation Board Minutes - July 12, 2021
2. August 10, 2021 Planning and Zoning Minutes
3. August 23, 2021 Planning and Zoning Minutes



City of Colleyville Parks and Recreation Advisory Board MINUTES

City Hall
100 Main Street
Colleyville, Texas 76034
817.503.1000
www.colleyville.com

Monday, July 12, 2021
6:00 p.m.

Colleyville Library
110 Main Street

1. CALL TO ORDER

Chair Rich Hendler called the meeting of the Parks and Recreation Advisory Board to order on July 12, at 6:00 p.m.

ROLL CALL: Chair Rich Hendler, Vice Chair Cliff LeBlanc, Board Members: Dustan Goodell, Amy Ackermann, James Linn, and Eric Presson.

Also Present: Parks and Recreation Director Lisa Escobedo, Councilmember Liaisons Kathy Wheat and Callie Rigney, and Administrative Secretary Joyceinne Williams. Keep Colleyville Beautiful Erika Stickney, and Rusty Young, and City Environmental Compliance Officer Randy Bright.

2. APPROVAL OF MINUTES

Member Goodell moved to approve the May 3, 2021 minutes. Vice Chair LeBlanc seconded the motion. The motion carried unanimously.

3. REGULAR AGENDA ITEMS

3a Keep Colleyville Beautiful Presentation

Erika Stickney discussed the mission and focus of KCB along with plans for future park/waterway cleanups. The group plans to apply for a 501c3, nonprofit status. Additional citizen involvement was encouraged.

Director Escobedo stated the City will continue to work with KCB and will look into placing recycle bins in all the parks, where appropriate.

3b FY22 Parks Capital Projects Update

Director Escobedo reported the pickleball court project was delayed due to the geotechnical survey and due to the rain. Once the slab is poured, it will take 4 weeks to cure. The fencing and lights will be installed during this period. The netting will be installed afterwards. Completion expected in early September.

Installment of the Pleasant Run (practice) park restroom sewer and water is completed. The slab will be poured this week. Expectation of completion is early September.

The demo of the Parks House was delayed due to asbestos found. Abatement will begin on August 17, and will take 5 to 6 days to complete. Demo will begin afterwards.

Director Escobedo reported that a meeting is scheduled with consultants to discuss the Senior Center renovation project. Bidding will be held at the end of the year. Construction to begin in early 2022.

Fencing on baseball fields 8 & 9 was removed for the Stars & Guitars Event to provide a larger open space. Staff is considering replacing fence with an easier removable fencing for future events.

City Park amenities for the Parks House location will be decided by the city council. There were several suggestions in the Parks Master Plan.

There will be landscape improvements at Fire Station 2 (Pool Rd.) and Station 3 (McPherson).

Director Escobedo reported that the city purchased the pond in front of the Justice Center and will provide enhancements and maintenance for this pond.

Overland Park Amenity Phase II will include adding a pavilion trees and a small playground.

Park Beautification is a placeholder for park beautification projects.

Park Signage/Branding Program includes continued signage at the parks.

Parkway Tree Removal and Replacement

Senior Center Monument Sign and Landscape project will provide a new sign and enhanced landscaping around the building.

Director Escobedo will provide the board with a copy of city Capital Improvement Program (CIP).

3c Colleyville Parks Board Discussion

The Board discussed the existence of various Colleyville focus groups and better means of communication on how to support and get involved.

Chairman Hendler suggested that an invitation for the sports association to provide a short presentation to the board at a future meeting.

Chairman Hendler also encouraged the board to suggest future educational topics and lecture series to be presented.

Director Escobedo informed the board that the parks and recreation brochures are distributed 3 times a year to all residents and it lists all park amenities and programs that are available.

4a Parks and Recreation operations report

Director Escobedo provided a written report of the Parks and Recreation operations and reviewed the report, which also included scheduled Parks and Recreation programs, events, and projects.

- Everything is open and the summer camps are full. Participation numbers are limited due to limited space at the senior center.
- Fall youth volleyball leagues will begin registration on July 26.
- Pickleball lessons will be offered this fall.
- Senior participation numbers are up. Complete programming will be offered this fall.
- Parks Building project completed. Thanks to the Fire Department.
- City Park softball area project will include excavating area and leaving trees. It will allow space for a playground area, large shade structure, and seating area.

Next Meeting Scheduled for September 13, 2021.

5. ADJOURNMENT

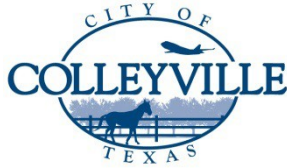
Board member Linn moved to adjourn the meeting, and Board member Presson seconded. Motion carried unanimously. Chair Hendler adjourned the meeting at 7:35 p.m.

*APPROVED BY A VOTE OF **7** AYES, **0** NAYS, ON THIS THE 13TH DAY OF SEPTEMBER 2021.*

Minutes taken and prepared by:

Joyceinne Williams

Joyceinne Williams
Administrative Secretary



City of Colleyville Planning and Zoning Commission Minutes

City Hall
100 Main Street
Colleyville, Texas 76034
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www.colleyville.com

Tuesday, August 10, 2021

Executive Conference Room

CALL MEETING TO ORDER

The City of Colleyville Planning and Zoning Commission Pre Commission Meeting was called to order by Chair Bevill on August 10, 2021, at 6:16 p.m.

Roll Call

Present: David Groves, Lawrence Williamson, Sayeda Syed, Tim Raine, Claudia Bevill, and George Bond

Absent: Matt Koch

Staff Present: Ben Bryner, Jacquelyn Reyff, Robert McKeown, and Dakari Hill

There was general discussion amongst Staff and the Commission regarding items to be presented this evening at the regular meeting.

Chair Bevill adjourned the Pre Commission Meeting at 6:29 p.m.

CALL MEETING TO ORDER CITY COUNCIL CHAMBERS

The City of Colleyville Planning and Zoning Commission Meeting was called to order by Chair Bevill on August 10, 2021, at 7:00 p.m.

Roll Call

Present: David Groves, Lawrence Williamson, Sayeda Syed, Tim Raine, Claudia Bevill, and George Bond

Absent: Matt Koch

Staff Present: Ben Bryner, Jacquelyn Reyff, Robert McKeown, and Dakari Hill

1 APPROVAL OF MINUTES

1a Planning and Zoning Commission Minutes – June 14, 2021

Commissioner Raine made a motion to approve the June 14, 2021 Planning and Zoning Commission Minutes. Commissioner Groves seconded the motion.

The motion was carried by the following vote:

**Aye: 6 – Groves, Williamson, Syed, Raine, Bevill, and Bond
Nay: 0**

2. PUBLIC HEARING AGENDA ITEMS

2a Consideration of a Minor Plat with a plat waiver for lot width for Lot 1, Block A, Dossani Paradise Family Addition, being Tracts 2D & 2D3, Abstract 233, D R Blanton Survey, located at 5209 Bluebonnet Drive, Case PC21-014

Jacquelyn Reyff presented the item and briefed the Commission.

The applicant, Anwar Dossani, 1809 Arrington Green, came forward and briefed the Commission.

The public hearing was open at 7:06 p.m.

With no one wishing to speak, the public hearing was closed at 7:06 p.m.

Commissioner Groves highlighted the concerns of neighboring residents. Commissioner Groves stated that their concerns pertained more to the house design than the platting of the property.

Commissioner Groves made a motion to approve Case PC21-014. Commissioner Williamson seconded the motion.

The motion was carried by the following vote:

**Aye: 6 – Groves, Williamson, Syed, Raine, Bevill, and Bond
Nay: 0**

2b Consideration of an amendment to the PUD-C Planned Unit Development-Commercial district, specifically to revise the building elevations, on Lot 2, Block 1, BYD Addition, located at 1109 Glade Road, Case ZC21-017

Jacquelyn Reyff presented the item and briefed the Commission.

The applicant, Doug Skomer, 1105 Glade Road, Suite 100, came forward and briefed the Commission.

The public hearing was open at 7:18 p.m.

Conrad Rodgers, 1213 Garry Lynne Drive, came forward and spoke in opposition to the case. Mr. Rodgers addressed concerns regarding possible privacy issues, specifically a potential "line of sight" into neighboring homes.

Lisa Peterson, 1104 Jo Carol Lane, came forward and spoke in opposition to the case. Mrs. Peterson addressed concerns regarding the proximity of the building, specifically how that proximity could decrease the property values of neighboring homes.

With no one wishing to speak, the public hearing was closed at 7:24 p.m.

Commissioner Bevill asked Mr. Skomer to come forward and answer questions of the Commission. Mr. Skomer addressed privacy and proximity concerns, communication improvements, property barriers, and landscaping requirements.

Commissioner Williamson made a motion to approve Case ZC21-017. Commissioner Bond seconded the motion

The motion was carried by the following vote:

Aye: 6 – Groves, Williamson, Syed, Raine, Bevill, and Bond
Nay: 0

3. CITIZEN COMMENTS

Kathleen Hennessy, 5013 Stonebridge Drive, came forward and made comments for the record regarding Case PC21-014. Mrs. Hennessy addressed concerns regarding potential drainage issues due to the property's steepness.

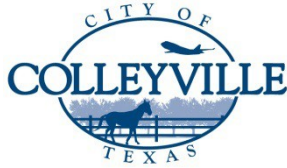
4. AJOURMENT

The meeting adjourned at 7:52 p.m.

The minutes were written and prepared by:

Dakari Hill
Planning Technician

The meeting minutes were approved on September 13, 2021 by a vote of 7-0.



City of Colleyville Planning and Zoning Commission Minutes

City Hall
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Monday, August 23, 2021

Executive Conference Room

CALL MEETING TO ORDER

The City of Colleyville Planning and Zoning Commission Worksession Meeting was called to order by Chair Bevill on August 23, 2021, at 6:15 p.m.

Roll Call

Present: David Groves, Sayeda Syed, Tim Raine, Matt Koch, Claudia Bevill, and George Bond

Absent: Lawrence Williamson

Staff Present: Ben Bryner, Jacquelyn Reyff, Robert McKeown, and Dakari Hill

2. WORKSESSION AGENDA ITEMS

- 2a** Presentation and discussion of an amendment to the PUD-R Planned Unit Development-Residential district, specifically to amend the regulations for garage door building materials, for Lots 1-12, Block 1, The Villas at Windsor Steele, located at 5101-5145 Roberts Road, Case ZC21-018

Jacquelyn Reyff presented the item and briefed the Commission. Staff addressed questions of the Commission regarding the opaqueness, consistency, and functionality of the glass garage doors.

- 2b** Presentation and discussion of a Special Use Permit for a Massage Therapy use on Lot 71RA, Block 2, Andy Felps Addition, located at 4209 Colleyville Boulevard, Suite C, Case ZC21-019

Jacquelyn Reyff and presented the item and briefed the Commission. Staff addressed questions of the Commission regarding the definition of reflexology and if the request was due to a change in ownership.

- 2c** Presentation and discussion of a zoning change from R-20 Single Family Residential and RE Single Family 'Estate' Residential zoning districts to R-40 Single Family Residential zoning district for Lot 2R, Block 1, Mockingbird Hill Addition, located at 6250 Pool Road, Case ZC21-020

Jacquelyn Reyff presented the item and briefed the Commission. Staff addressed questions of the Commission regarding the property's location and if the change in zoning was for the ability of an accessory dwelling.

- 2d** Presentation and discussion of a Special Use Permit for an Accessory Dwelling on Lot 2R, Block 1, Mockingbird Hill Addition, located at 6250 Pool Road, Case ZC21-021

Jacquelyn Reyff presented the item and briefed the Commission. Staff addressed questions of the Commission regarding the setbacks, dimensions, and location of the dwelling.

- 2e** Presentation and discussion of an amendment to the PUD-C Planned Unit Development-Commercial district, specifically to allow for phasing of the development, for Lots B1A & B2A, Reagan Estates West City Boundary Split, located at 7720 Precinct Line Road, Case ZC21-022

Chairwoman Bevill presented the information to the other members of the Commission. Staff addressed questions of the Commission regarding potential code violations, authoritative power to require clean up before granting requests, and allotted time to construct property after permit issuance.

- 2f** Presentation and discussion of an amendment to the PUD-C Planned Unit Development-Commercial district, specifically to allow for a Hot Tub and Sauna Showroom as a permitted use, for Lot 1, Block 1, Metrovest Addition, located at 6100 Colleyville Boulevard, Suite 100, Case ZC21-023

Jacquelyn Reyff presented the item and briefed the Commission. Staff addressed questions of the Commission regarding the applicant's previous work, broadening the description of "showroom", and sales tax.

3. AJOURMENT

The meeting adjourned at 7:00 p.m.

The minutes were written and prepared by:



Dakari Hill
Planning Technician

The meeting minutes were approved on September 13, 2021 by a vote of 7-0.

RESOLUTION R-21-4654

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
SEPTEMBER 21, 2021**

WHEREAS, City Council has taken action on certain items on the agenda under Business.

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

Sec. 1. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS ON THIS THE 21ST DAY OF
SEPTEMBER 2021.

Mayor Richard Newton	_____	Mayor Pro Tem Bobby Lindamood	_____
Place 1, Tammy Nakamura	_____	Place 3, Kathy Wheat	_____
Place 4, George Dodson	_____	Place 5, Chuck Kelley	_____
Place 6, Callie Rigney	_____		

ATTEST:

CITY OF COLLEYVILLE

Christine Loven, TRMC
City Secretary

Richard Newton
Mayor