



City of Colleyville City Council Agenda

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

Tuesday, February 4, 2014

City Council Chambers

**PRE COUNCIL MEETING
EXECUTIVE SESSION
5:30 P.M.
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER

PC-1 Presentation of the Senior Center Project Study

PC-2 Presentation of the Quarterly Investment Report

PC-3 Discussion of February 4, 2014 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 public hearing or action items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding pending litigation - Moxie Pest Services - Dallas, LLC v. City of Colleyville

Section 551.071 - Legal - Consultation with attorney regarding solicitor ordinance

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

Section 551.087 - Economic Development - Discuss or deliberate regarding commercial or financial information that the City has received from business prospects that 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

**RESUME REGULAR MEETING
7:30 P.M.
CITY COUNCIL CHAMBERS**

INVOCATION: Pastor Jeff Strickland, Colleyville Assembly of God

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

2. EXECUTIVE SESSION: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - Resolution R-14-3714

3. ANNOUNCEMENTS, PROCLAMATIONS AND PRESENTATIONS

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

Proclamation in recognition of the Colleyville Garden Club donations of three Lyman Whitaker wind sculptures and five Nellie R. Stevens' Holly trees and decorative pots - Mayor David Kelly, Library, Parks and Recreation Director Mary Rodne, and Colleyville Center Manager Leslie Hill

Presentation of the Colleyville Chamber of Commerce Chairman's Award to the City of Colleyville - 2013 Chairwoman of the Board of Directors Cecilia Monacelli and Mayor David Kelly

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3715

4a Approval of the minutes of the regular City Council meeting of January 21, 2014

4b Approval of a construction contract with 3D Paving and Contracting, LLC, for the Fiscal Year 2014 Miscellaneous Concrete Repair Contract, in an amount not to exceed \$403,250, with an option to renew four additional years, and authorize the city manager to execute the contract

5. CONTINUED: READING AND PUBLIC HEARING

5a Ordinance O-14-1904

Consideration of a request for a zoning change from the AG-Agricultural zoning district to the PUD-C-Planned Unit Development Commercial zoning district on 2.8 acres out of the J.L. Byas Survey, Abstract 180, located at 1603 and 1605 Hall-Johnson Road, Case ZC13-020

**6. ORDINANCE(S):
FIRST READING AND PUBLIC HEARING**

6a Ordinance O-14-1907

Approval of amendments to Chapter 9 - Subdivision Design and Public Facilities in the Land Development Code

6b Ordinance O-14-1908

Approval of amendments to Chapter 3 - Land Use, Section 3.27-Carport Regulations in the Land Development Code, Case GC13-026

6c Ordinance O-14-1909

Approval of amendments to the Code of Ordinances Chapter 70, Article II, Section 70-28, Relating to Home Solicitation, Distribution, and Miscellaneous Sales

7. RESOLUTION(S): READING AND PUBLIC HEARING

7a Resolution R-14-3716

Approval of a request for a replat on 5.7 acres located on Lots A1, B1, and B1A of The Oaks Addition, located at One, Two, and Three Country Way, Case PC13-026

7b Resolution R-14-3717

Approval to adopt a new sidewalk policy and rescind the Supplemental Sidewalk System Map

7c Resolution R-14-3718

Approval of a resolution accepting the annual audit for Fiscal Year ended September 30, 2013

7d Resolution R-14-3719

Approval of changing the date of the March 4, 2014 regular City Council meeting

7e Resolution R-14-3720

Calling a General Election for the purpose of electing City Councilmembers to Place 3 and Place 4

8. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

9. REPORTS

Sign Board of Appeals Meeting Minutes - September 10, 2013

Zoning Board of Adjustment Meeting Minutes - October 8, 2013

Planning and Zoning Commission Meeting Minutes - January 13, 2014

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR FEBRUARY 4, 2014 - Reading and Public Hearing - Resolution R-14-3721

11. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, January 31, 2014 by 5:00 p.m.

Amy Shelley, TRMC
City Secretary

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
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www.colleyville.com

Agenda Number PC-1

Agenda Date 02/04/2014

Type Pre Council

Department Parks and Recreation

Title

Presentation of the Senior Center Project Study

Explanation

The 2011 Parks, Recreation, and Open Space Master Plan adopted in December 2011, recommended a study be done of the Colleyville Senior Center for use, programs, and renovations.

Specifically, the study stated:

"While the desire for a recreation center exists and has been noted in this Master Plan, as well as the 2002 master plan, the current economic climate suggests that the City should seek alternative ways to meet the community's recreation needs. It may be desirable to rebrand the Senior Center to reflect a more community oriented operation without decreasing the programming opportunities for adults 50 and older."

Hidell and Associates Architects, Inc. were engaged in April 2013 to perform the comprehensive study of the existing Colleyville Senior Center facility. The study would establish both the physical and aesthetic requirements, identifying space, occupancy, equipment, programs and adjacency changes required to maximize the utilization of the existing facility.

Working with staff, Hidell and Associates Architects, Inc. performed an analysis of the existing facility to determine physical condition, layout, and program efficiency. A set of peer cities were determined for evaluation. Hidell and Associates Architects, Inc. performed tours of other area facilities to evaluate facility layout, hours of operation, staffing, and available programming. This information was presented in a public focus group session in June 2013. During the focus group session, current and future needs were discussed, resulting in a prioritized wish list for any future modifications to the facility.

The City also performed a public survey in August 2013 to gain additional input regarding the current and future programming, use, and needs of the facility. This result, combined with the focus group information, was used to establish goals for future program development, and identify potential service models and standards.

Utilizing the acquired data, Hidell and Associates Architects, Inc. worked with staff to develop several reorganization options to transform the facility's spaces in order to

maximize program opportunities and make better and more efficient use of the building.

On January 6, 2014, the study was presented to the Parks and Recreation Board and Senior Center Advisory Committee. As contained in the presentation, Plan Option 1 was the building configuration recommendation of both the Parks and Recreation Board and Senior Center Advisory Committee, due to the flexibility of future use.

Aaron Babcock of Hidell and Associates Architects, Inc. will be presenting the results of the study to the City Council.

Attachments

1. Senior Center Project Study Presentation

COLLEYVILLE SENIOR CENTER



CITY OF COLLEYVILLE

Prepared by Hidell and Associates Architects, Inc.

COLLEYVILLE SENIOR CENTER TRANSFORMATION



ASSESS NEEDS



Review



DEVELOP A PLAN



Review



IMPLEMENT

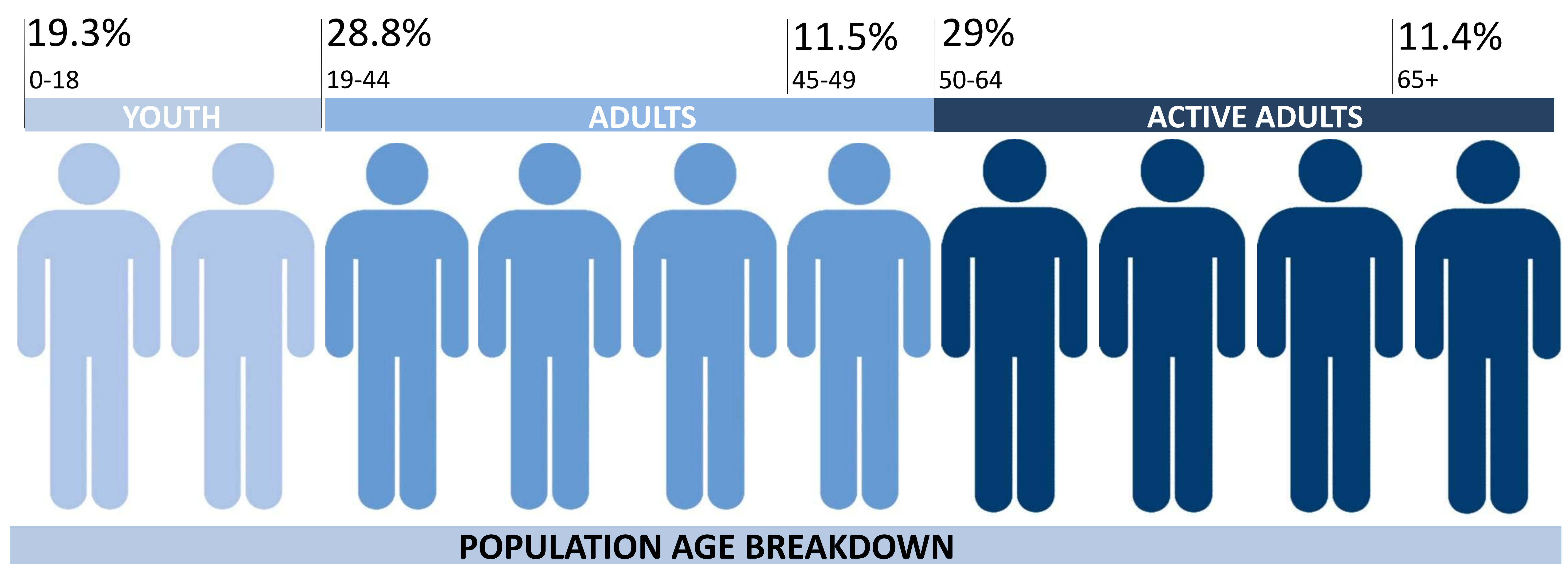
CITY OF COLLEYVILLE

Prepared by Hidell and Associates Architects, Inc.



ANALYZE
WHO IS A COLLEYVILLE RESIDENT?

COLLEYVILLE DEMOGRAPHICS



SIZE OF COLLEYVILLE

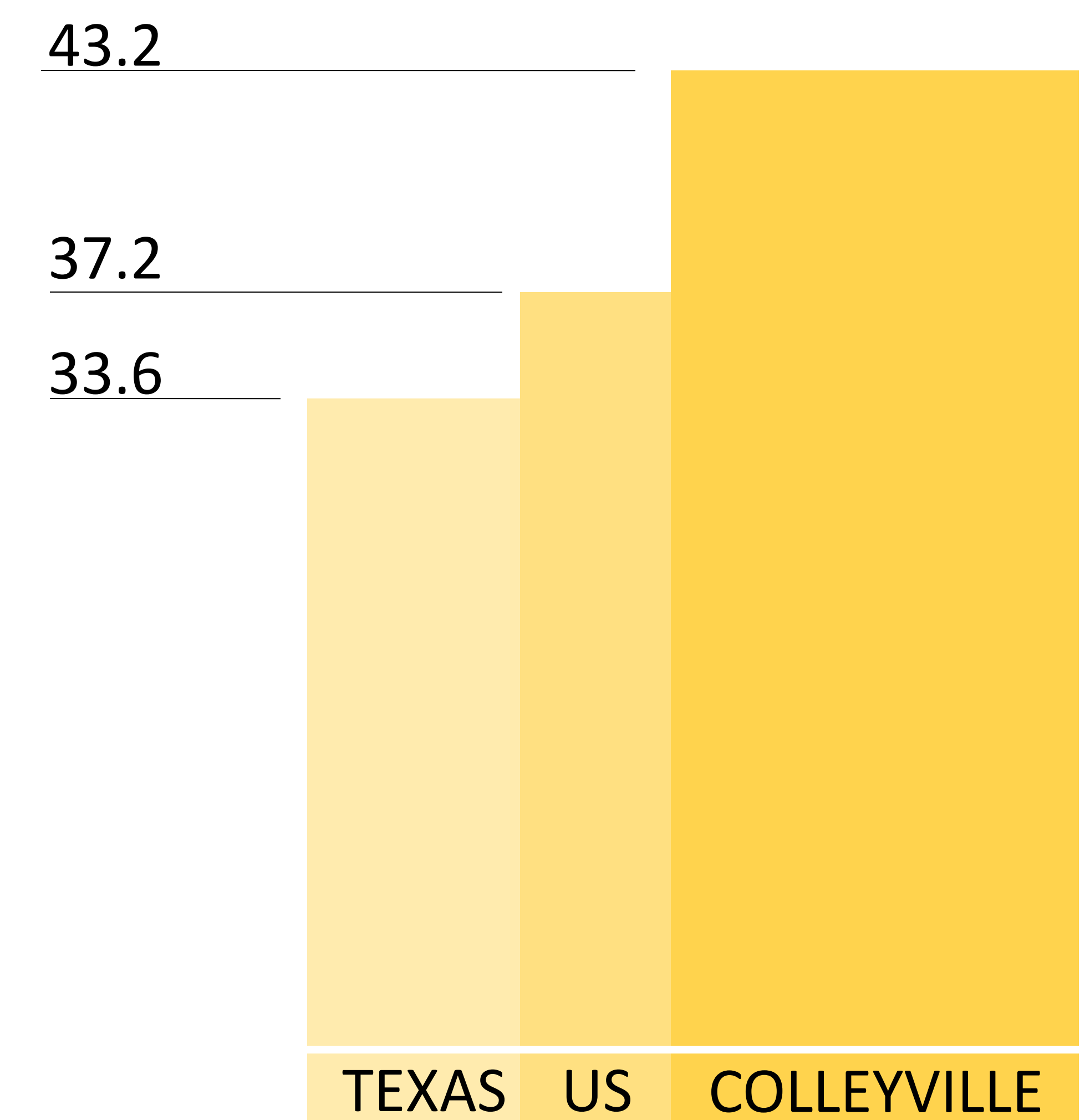
Estimated Residents (2013)	23,270
No. of Households.....	8,272
Projected build-out population.....	25,304

TYPICAL COLLEYVILLE RESIDENT

Highly Educated (Bachelor's Degree or Higher)	64.3%
Homeownership Rate.....	96.4%
Persons per Household.....	2.90
Median Household Income.....	\$159,982

*70% Enjoy outdoor activities such as walking and biking

*72% Support diversity of park amenities (pavilions, trails, courts, playgrounds, etc.)



MEDIAN AGE

CITY OF COLLEYVILLE DEMOGRAPHICS

* Based upon 2011 Parks, Recreation and Open Space Master Plan



ANALYZE HOW DOES THAT COMPARE TO PEER CITIES?



HURST



EULESS



BEDFORD



NORTH RICHLAND HILLS



GRAPEVINE



SOUTHLAKE



KELLER

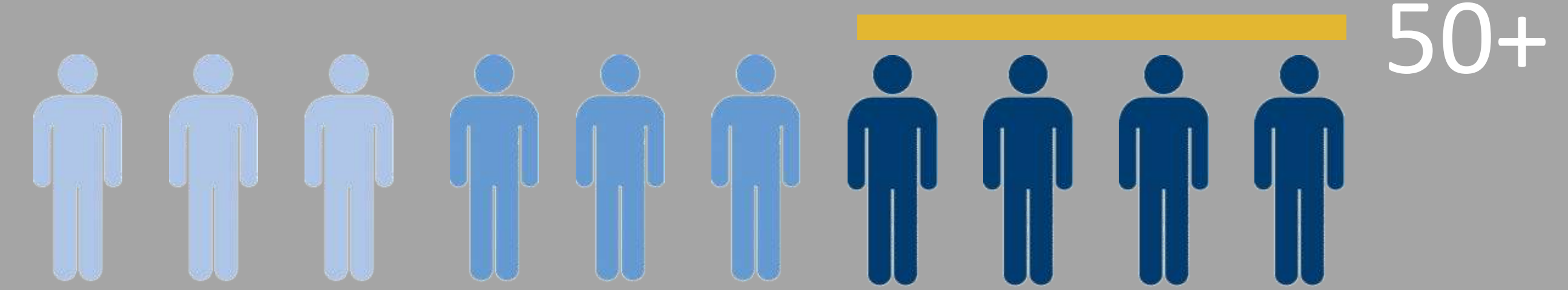


COPPELL

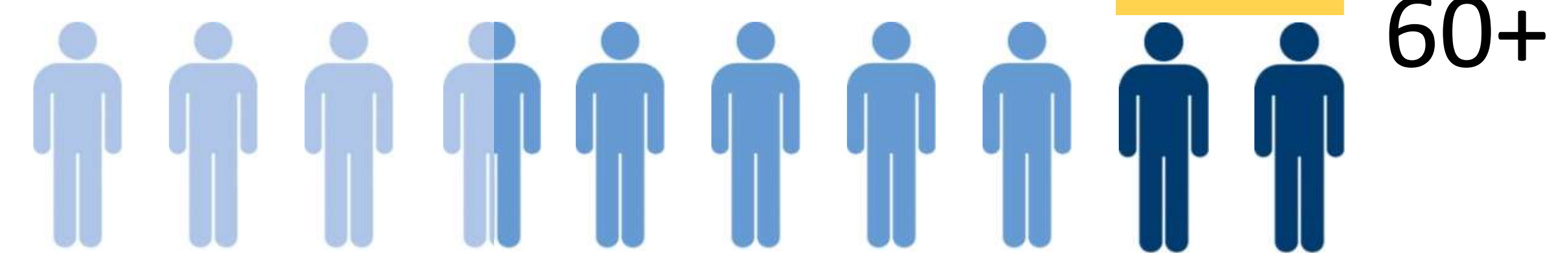
PEER CITIES



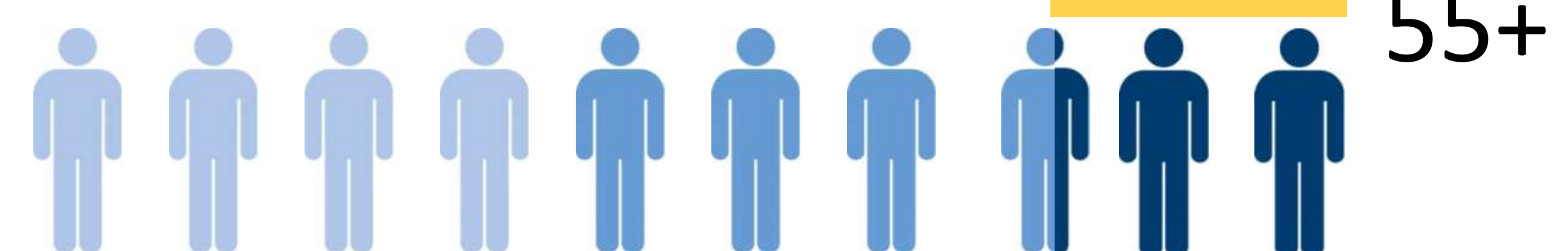
COLLEYVILLE



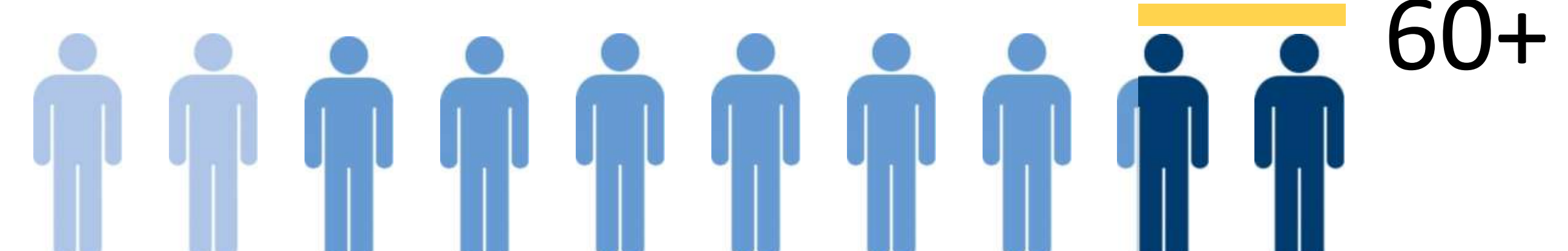
SOUTHLAKE



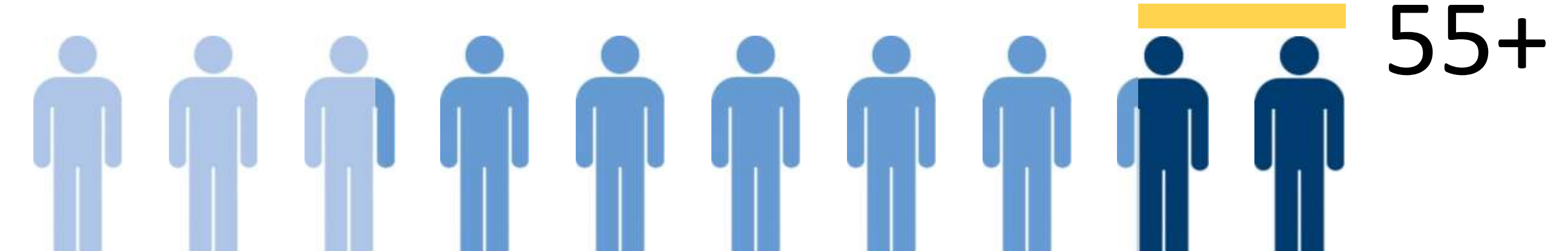
NORTH RICHLAND HILLS



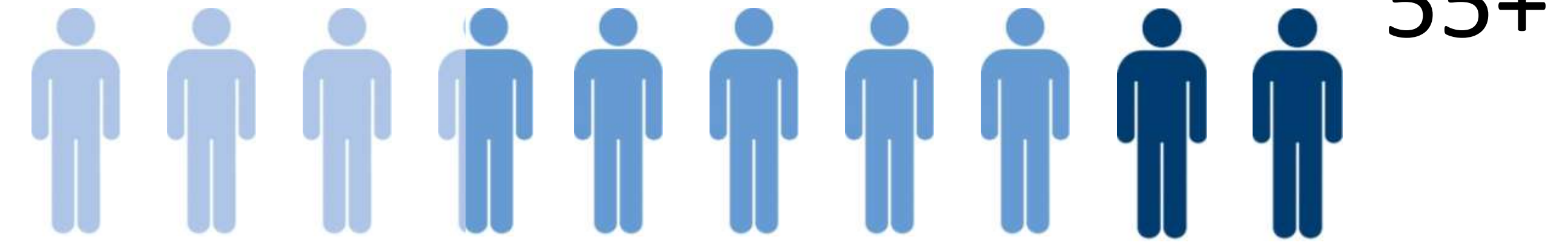
EULESS



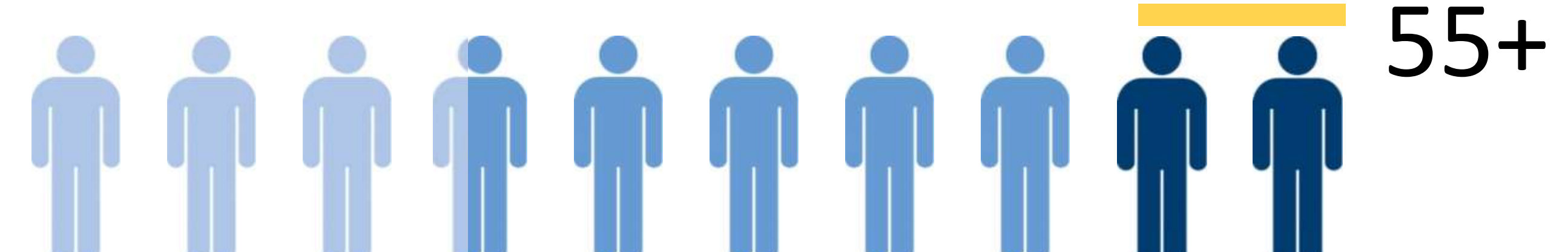
GRAPEVINE



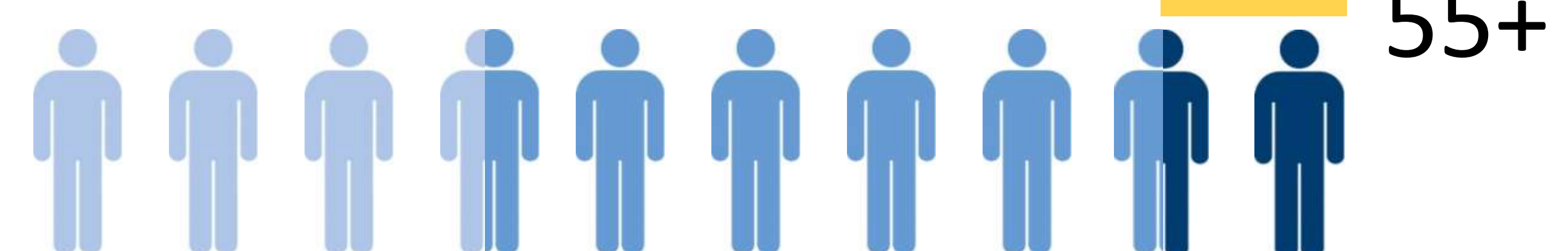
HURST



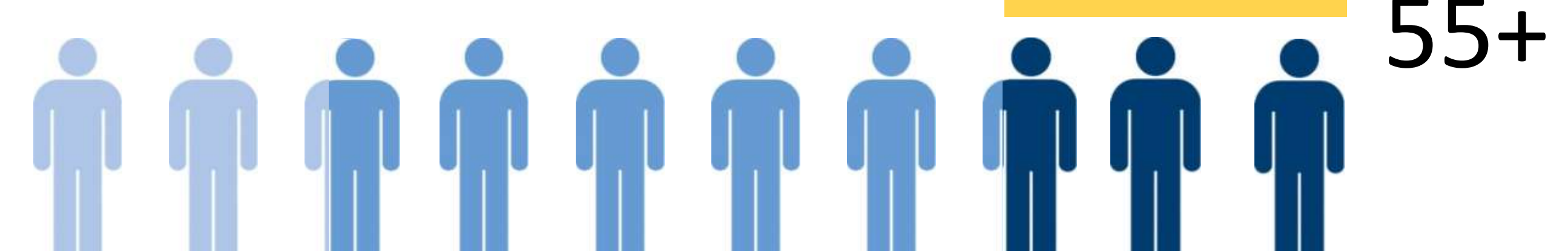
KELLER



COPPELL



BEDFORD



PEER CITIES DEMOGRAPHICS



ANALYZE

WHAT PROGRAMMING DOES COLLEYVILLE OFFER?

ENRICHMENT PROGRAMMING

FACILITIES	ENRICHMENT PROGRAMS			
Compass Church	<u>ACTIVE ADULT PROGRAMMING</u> •Senior Prom			
Colleyville Center	<u>YOUTH PROGRAMMING</u> •Winter Ball •Bunny Brunch			
Colleyville Nature Center	<u>YOUTH PROGRAMMING</u> •Texas Junior Anglers •Haunted Trails			
Colleyville Parks	<u>YOUTH PROGRAMMING</u> •Youth League Sports •Girls on the Run			
GCISD Facilities	<u>YOUTH PROGRAMMING</u> •Volleyball Mini Camp •Girls Youth Volleyball •Spring Break Camps •Summer Camps •Youth League Sports <u>ADULT PROGRAMMING</u> •Dog Conformation			
Rock House at McPherson Park	<u>YOUTH PROGRAMMING</u> •Spring Break Camps •Summer Camps •Paint Me a Story •Kids on Canvas <u>ADULT PROGRAMMING</u> •Manual Control for SLR Cameras •Introduction to Photo Editing			
Senior Center	<u>YOUTH PROGRAMMING</u> •Babysitter Course •Tot Tumbling and Sports •Jo-Ann’s Little Dancers •Keyboard / Piano •The Brain Club <u>ADULT PROGRAMMING</u> •Computer Training <u>ADULT HEALTH & FITNESS</u> •Beginner Yoga •Intermediate Yoga •Gentle Stretch Yoga •Hatha Yoga •Yoga for Active Adults •Ballroom Dance •Zumba •Tai Chi – Yang Style •Tai Chi – for Arthritis •Jazzercise •Jazzercise – Body Sculpting <u>MONTHLY ACTIVITIES</u> •String-Along-With-Us •Genealogy Group •Theater Workshop •Law, Politics, and Finance Forum •Blood Pressure Checks •Meals on Wheels •Movie Day •White Elephant Bingo •Breakfast –in-a-Bag •Trivia League •Lunch and Learn •Card Games •Photos & Stories			
COLLEYVILLE ENRICHMENT PROGRAMS				



ANALYZE

HOW DOES THAT COMPARE TO PEER CITIES PROGRAMMING?



HURST



EULESS



BEDFORD



NORTH RICHLAND HILLS



GRAPEVINE



SOUTHLAKE



KELLER



COPPELL

PEER CITIES

CATEGORIES

PROGRAMS

FITNESS



GROUP ACTIVITIES



SOCIAL ACTIVITIES



PROGRAMMING CATEGORIES

Special
Events



Dances



Holiday Events

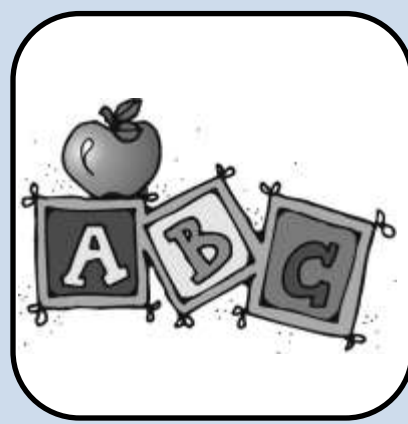


Pet Events



Concerts

Youth
Enrichment
Programs



Preschool



Spring Break Camps



Summer Camps



Aquatics

Athletics



Youth League Sports



Youth Sports Assoc.



Adult League Sports

Adult
Enrichment
Programs



Health & Wellness



Outdoor Adventure



Group Fitness



Individual Fitness



Aquatics

Experienced Adult
Enrichment
Programs



Health & Wellness



Arts & Crafts



Social Programs



Group Fitness



Individual Fitness

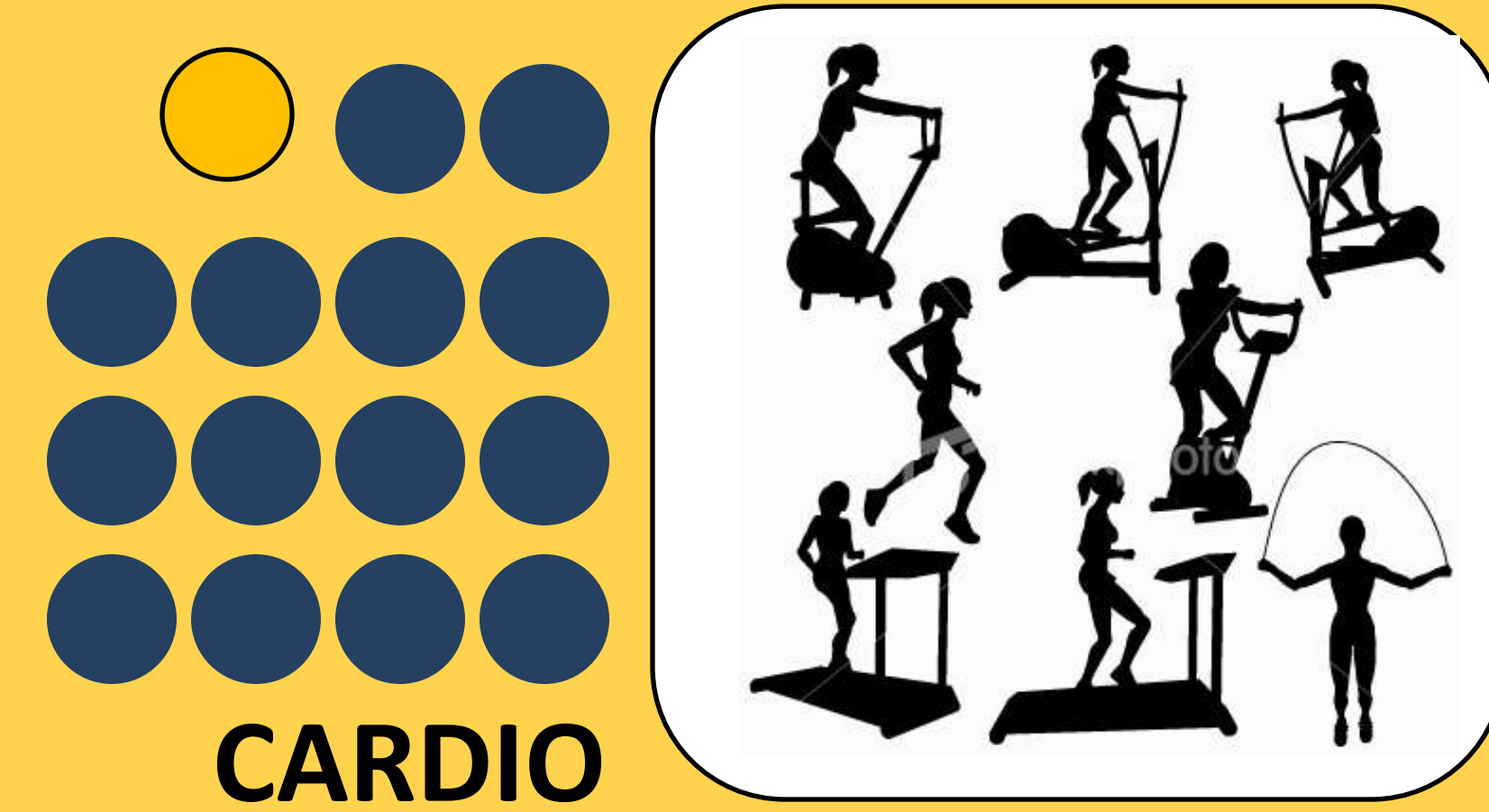


Aquatics

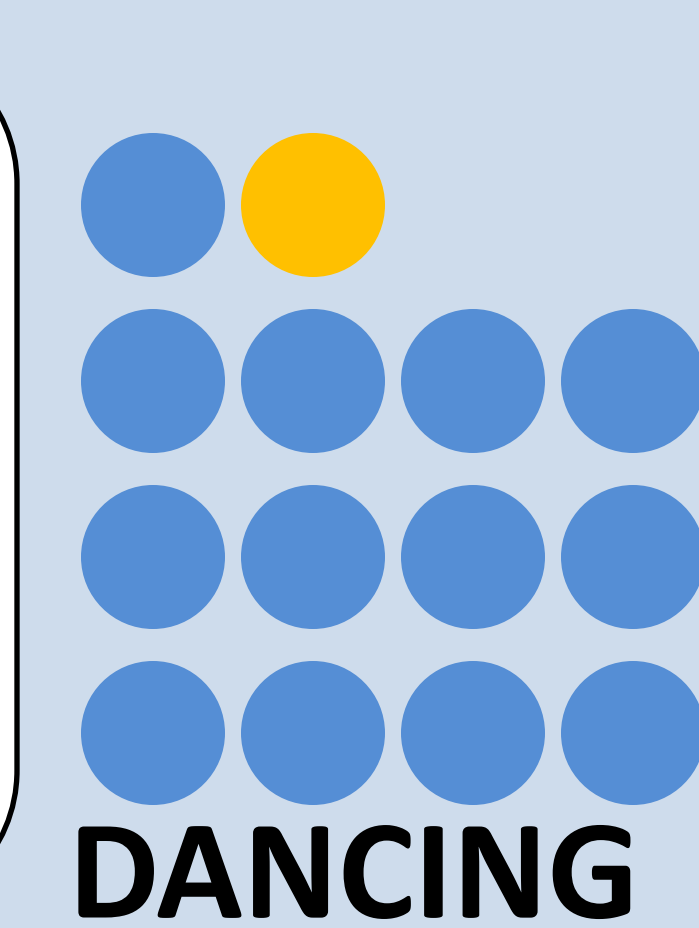
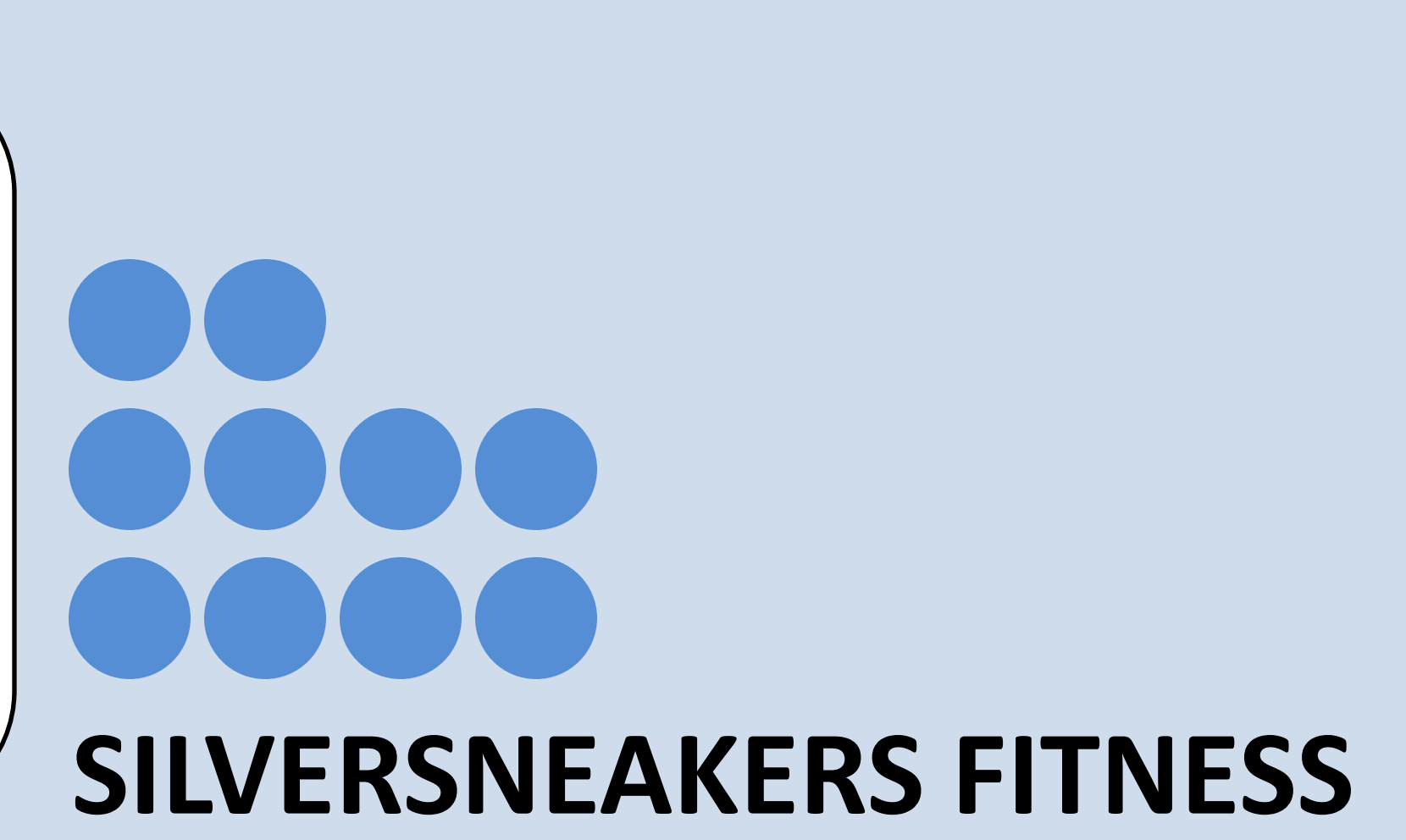
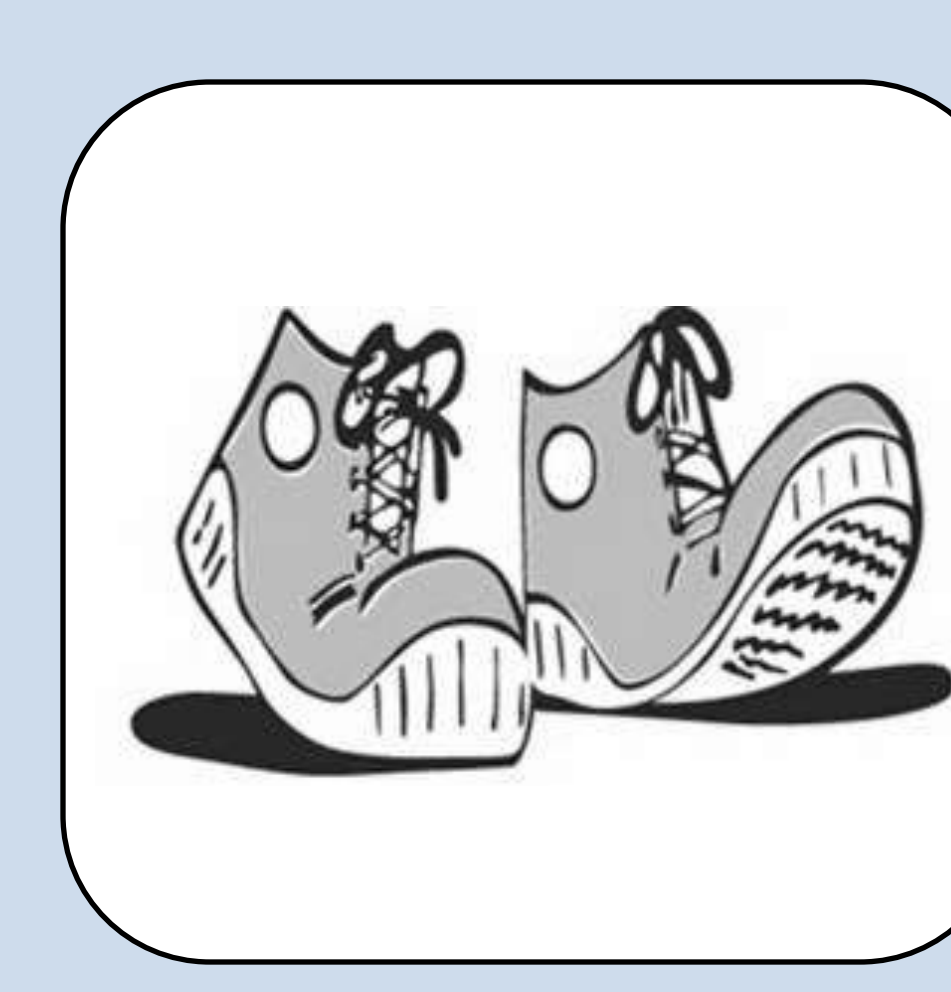
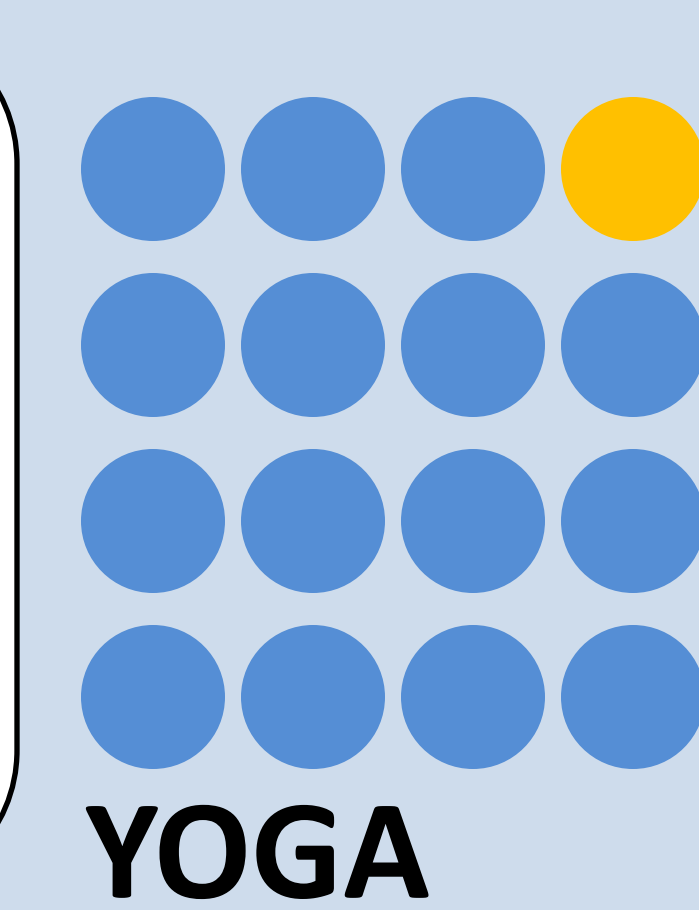
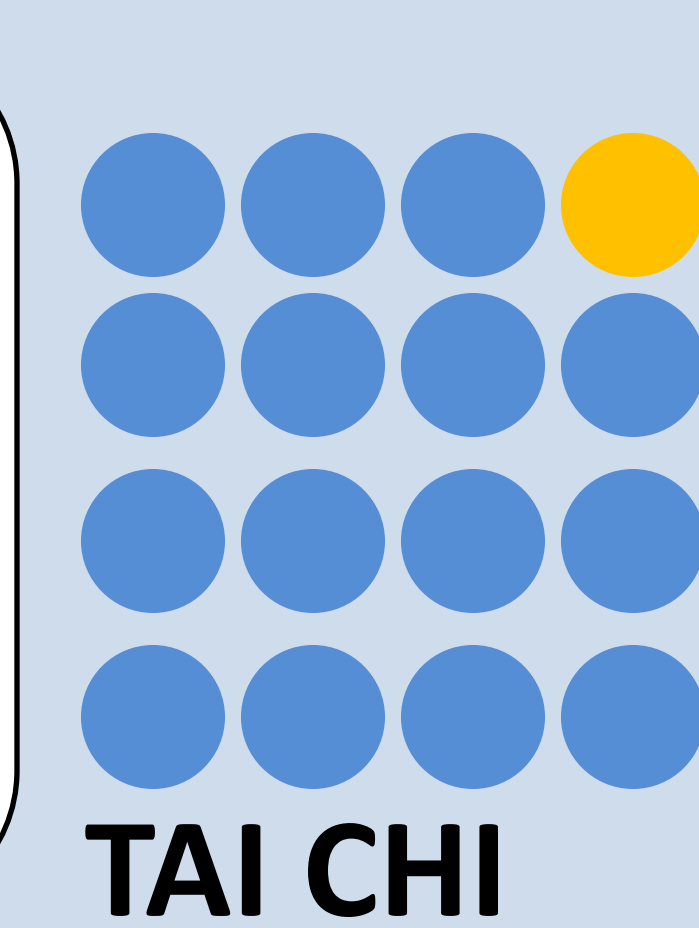
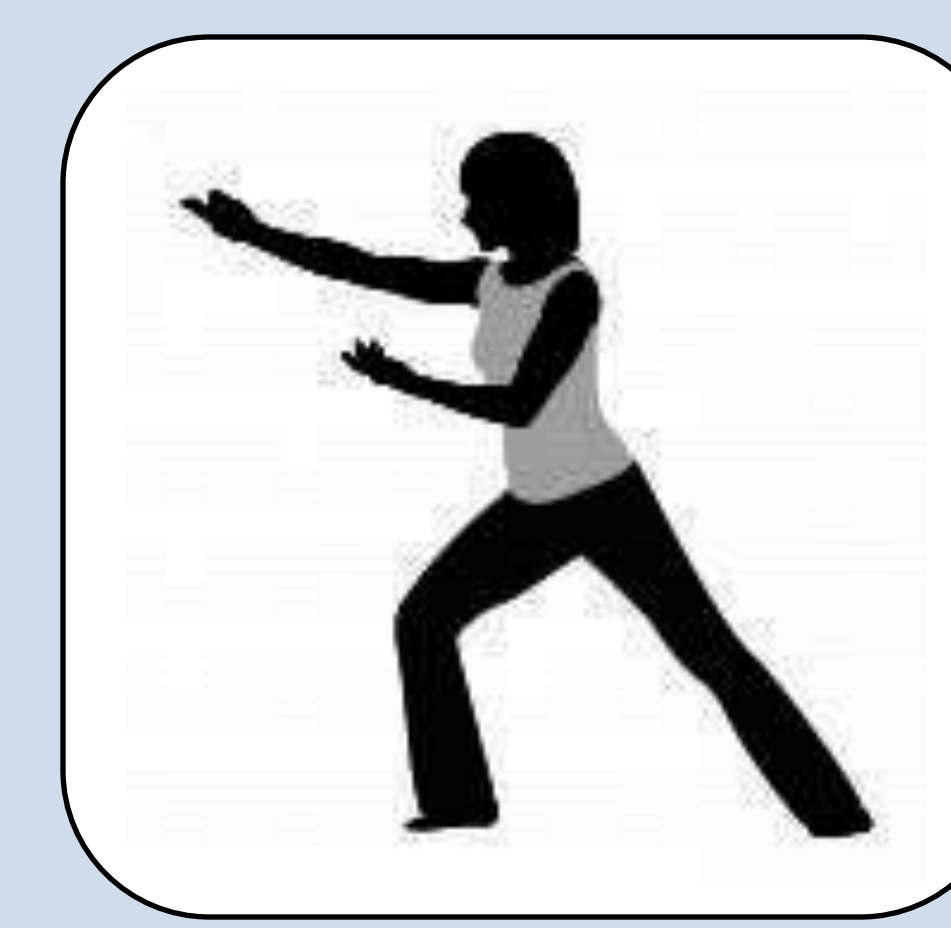
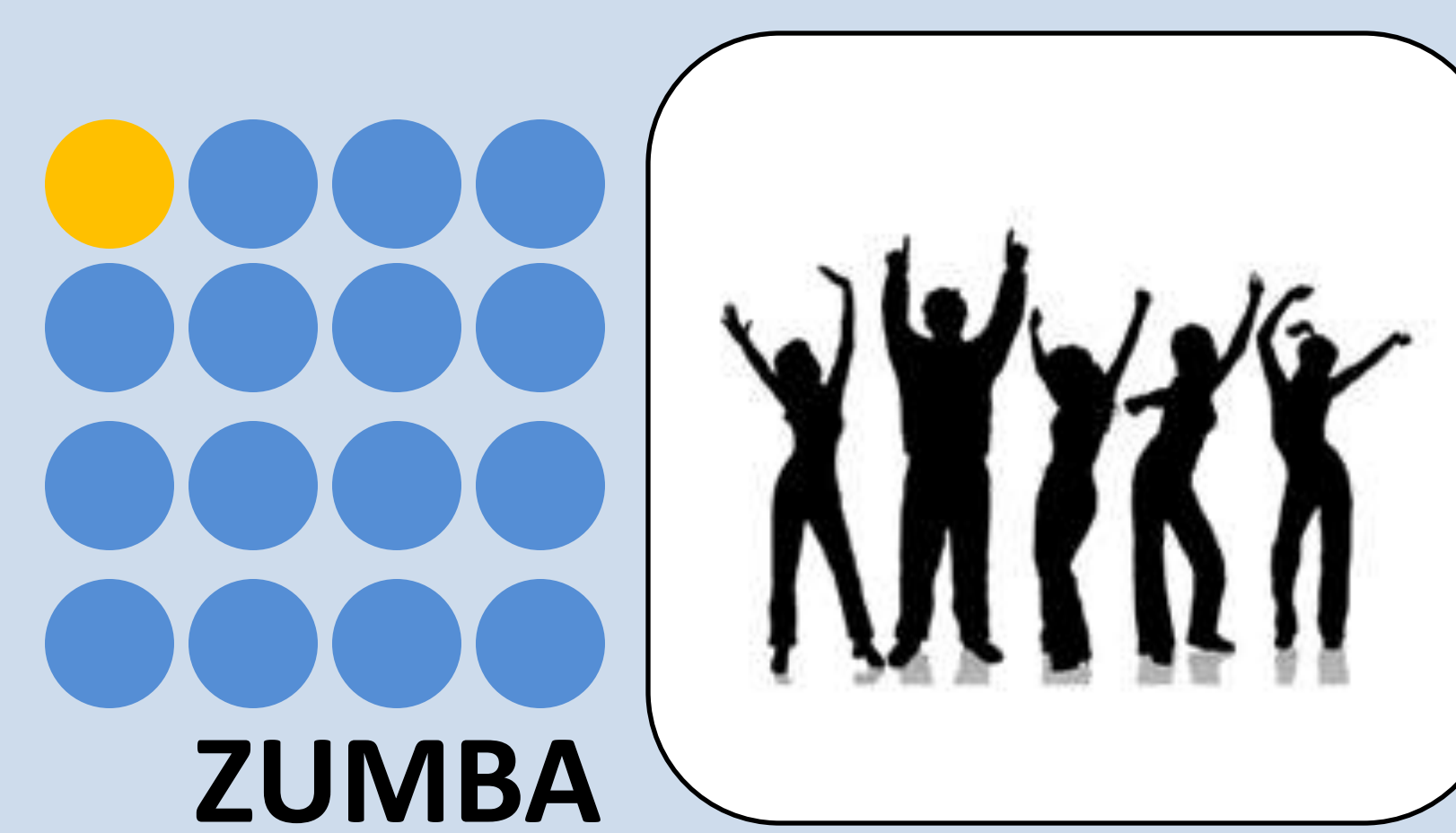


Travel

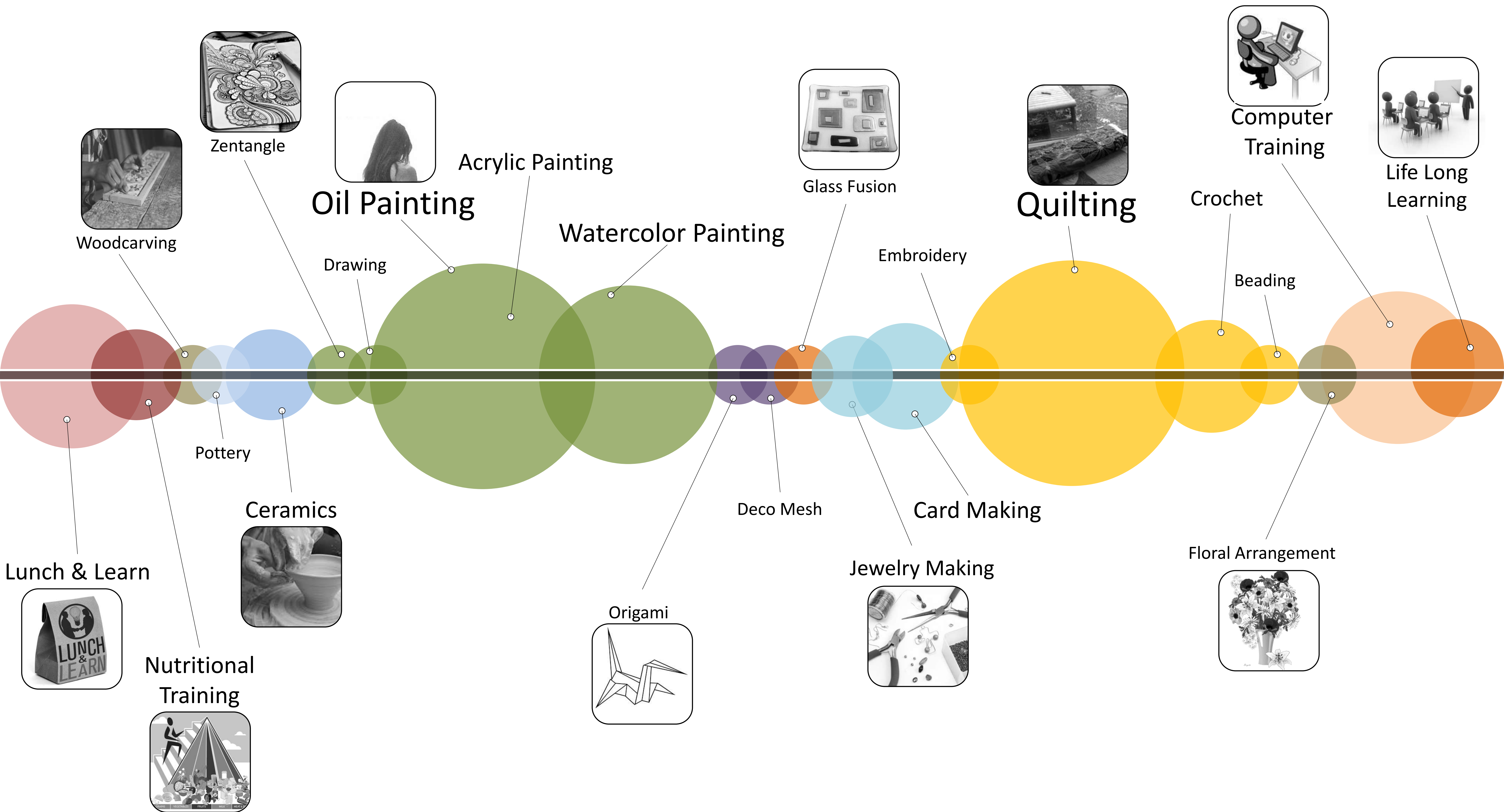
INDIVIDUAL FITNESS



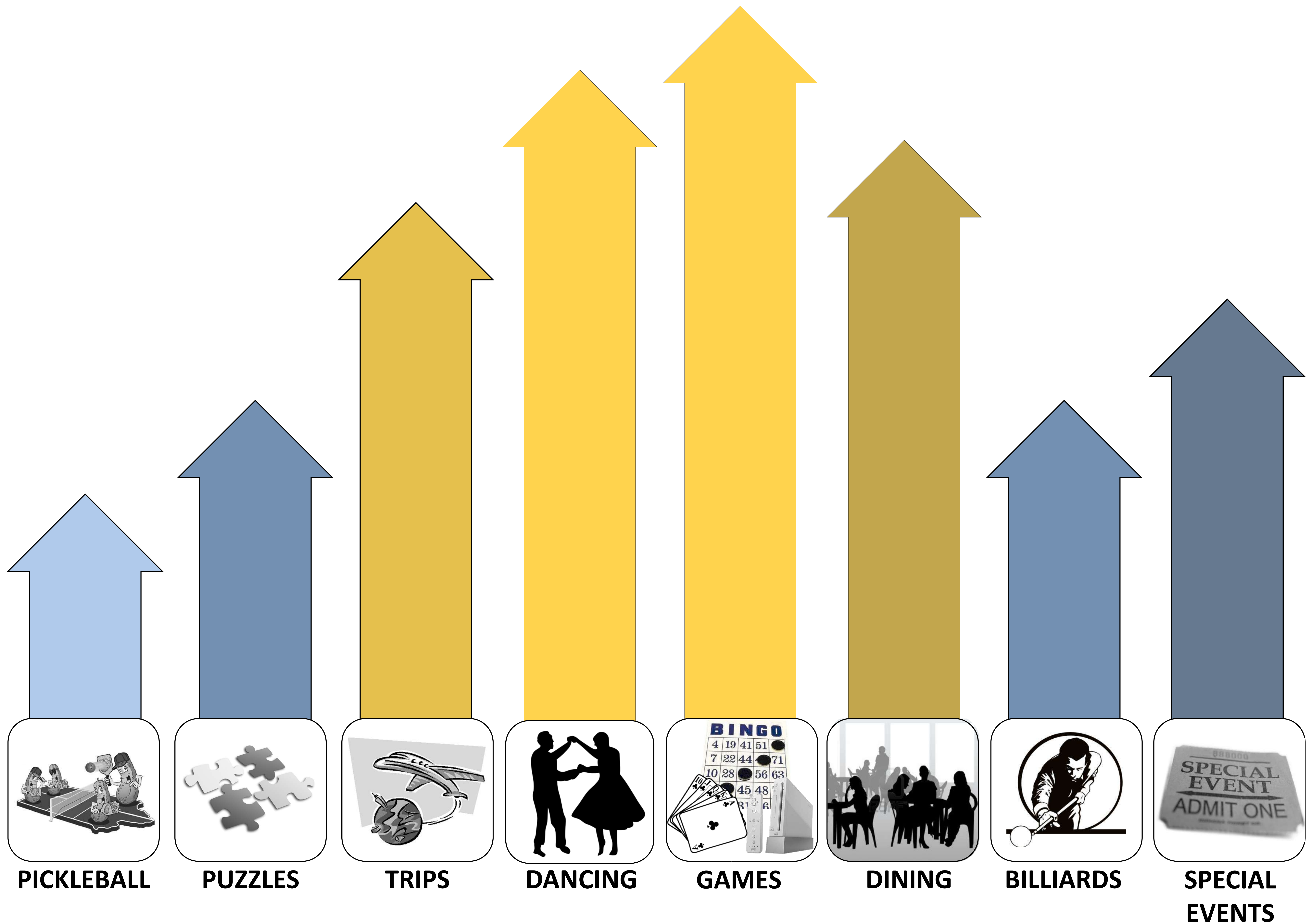
GROUP FITNESS



PEER CITY FITNESS PROGRAMS



PEER CITY GROUP ACTIVITIES



PEER CITY SOCIAL GAMES/PROGRAMS



COLLEYVILLE

FACILITY NAME
(HOURS OF OPERATION)
(TUESDAY – FRIDAY 28 HOURS)

Colleyville Residents Using
Facilities



SOUTHLAKE

SENIOR ACTIVITY CENTER
(M-T 28 HOURS)

560*



NORTH RICHLAND HILLS

NRH CENTRE
(M-SU 100.5 HOURS)

516*



EULESS

EULESS FAMILY LIFE CENTER
(M-SU 77 HOURS)

31*



GRAPEVINE

SENIOR ACTIVITY CENTER
(M-F 35 HOURS)

CAC
(M-SU 95.5 HOURS)

113*



HURST

SENIOR ACTIVITY CENTER
(M-F 62 HOURS)

37*



KELLER

SENIOR ACTIVITY CENTER
(M-F 37.5 HOURS)

THE POINTE
(M-SU 104 HOURS)

575*



COPPELL

SENIOR AND COMMUNITY CENTER AT
GRAPEVINE SPRINGS
(M-S 48 HOURS)

NA



BEDFORD

BOYS RANCH ACTIVITIES CENTER
(M-SU 69 HOURS)

NA

PEER CITIES HOURS OF OPERATION

* Information was verified through peer cities park and recreation departments.

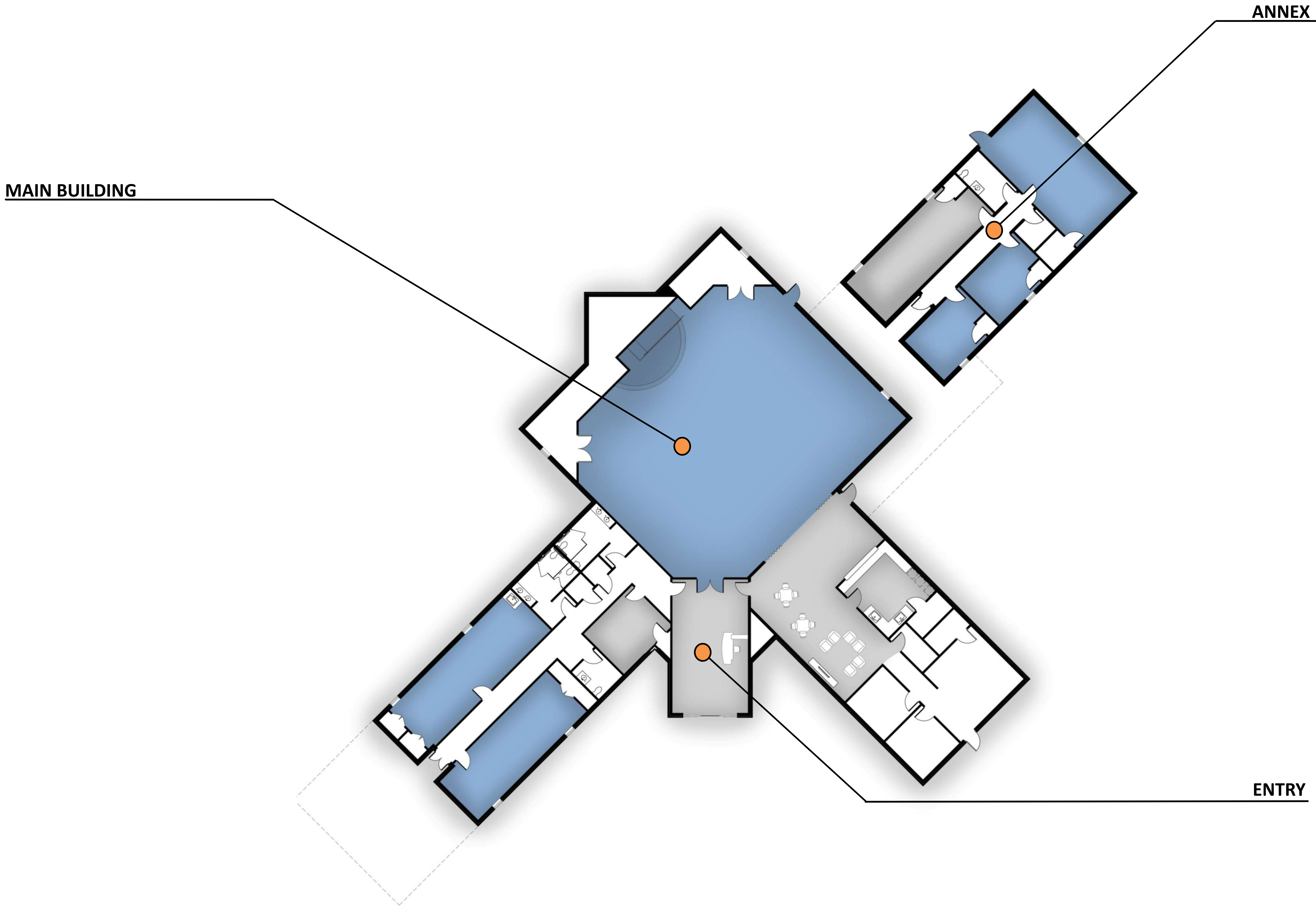


ANALYZE

WHAT IS THE EXISTING FACILITY'S CONFIGURATION?

EXISTING FACILITY

EXISTING FACILITY CONFIGURATION



COLLEYVILLE SENIOR CENTER

PREPARED BY HIDEELL AND ASSOCIATES ARCHITECTS, INC.

EXISTING FACILITY CONFIGURATION

Storage Room

- Utilized for furniture and equipment storage.
- Size is adequate
- Configuration does not allow for maximum storage

Main Room

- Utilized for fitness, art, games, meals, and special programs
- Furniture configuration – chairs, table and chairs, or open
- Configuration allows for flexibility

Existing Restrooms

- Number of Toilets does not meet code

Library

- Utilized as a Library/reading room

Bluebonnet Room

- Utilized for Games and Art
- Furniture configuration - table and chairs
- Configuration does not allow for flexibility

Rio Grande Room

- Computer classroom configuration
- Utilized for Computer Training
- Configuration does not allow for flexibility

Texas Room

- Utilized for dance and fitness programming
- Configuration allows for flexible configuration

Oklahoma Room

- Utilized for individual fitness equipment
- Configuration does not allow for proper arrangement of equipment

New Mexico

- Utilized for games and group meetings

Louisiana

- Utilized for games and group meetings

Lounge / Kitchen

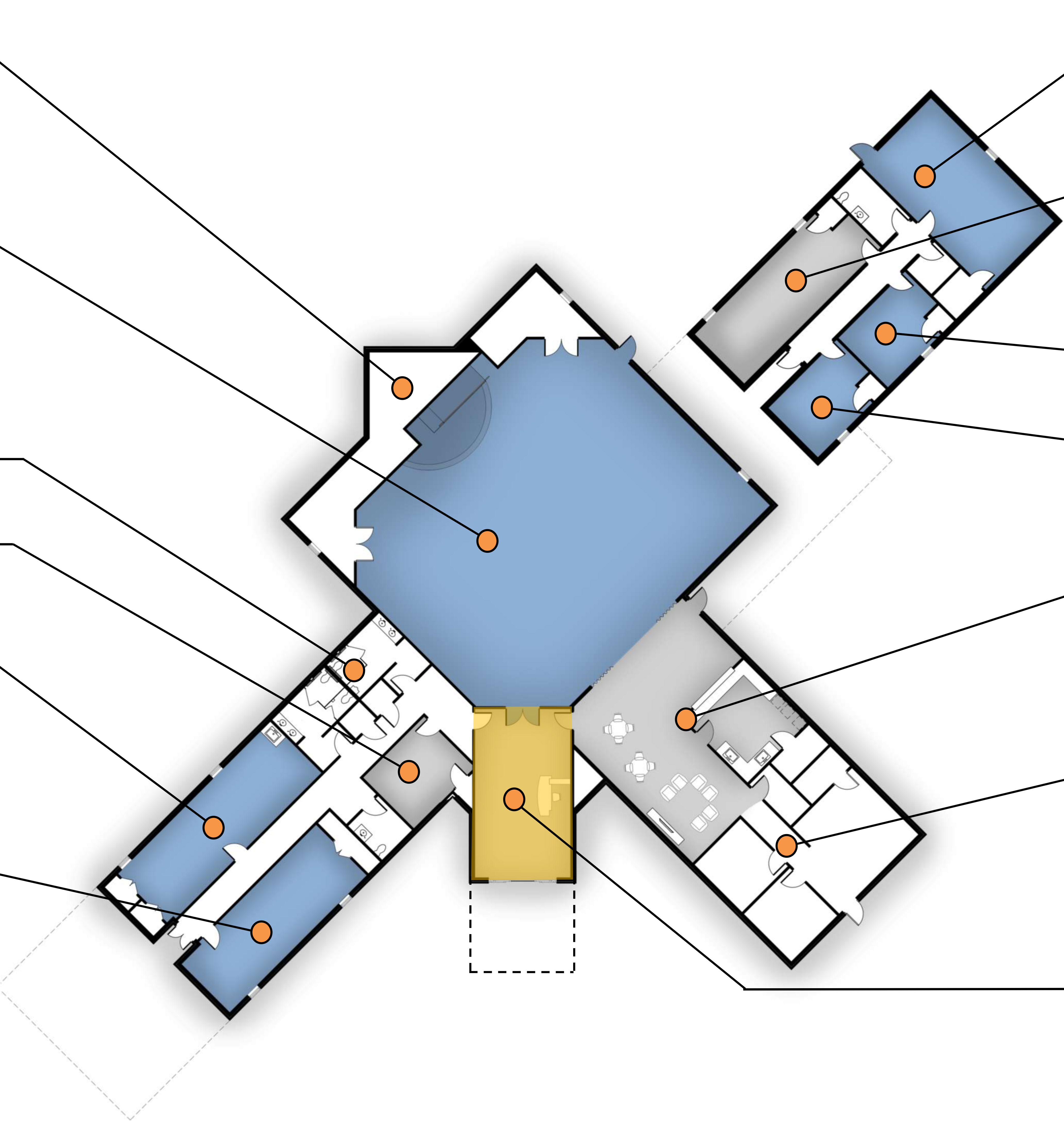
- Utilized for social gathering/events
- Size and configuration limits possible use

Recreation Offices

- Utilized for administration
- Configuration limits productive workflow

Entry

- Configuration requires staff position



COLLEYVILLE SENIOR CENTER

PREPARED BY HIDELL AND ASSOCIATES ARCHITECTS, INC.

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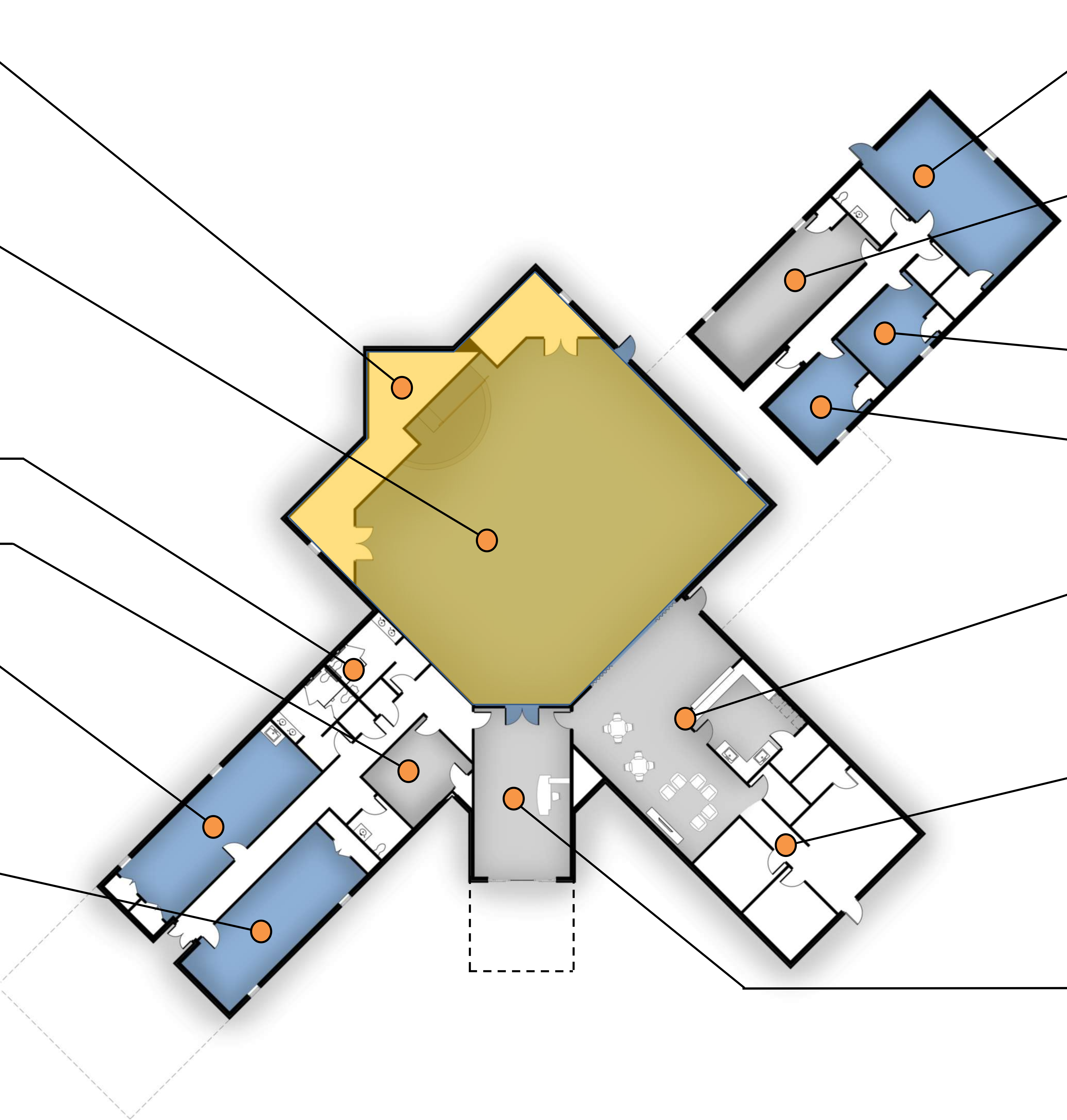
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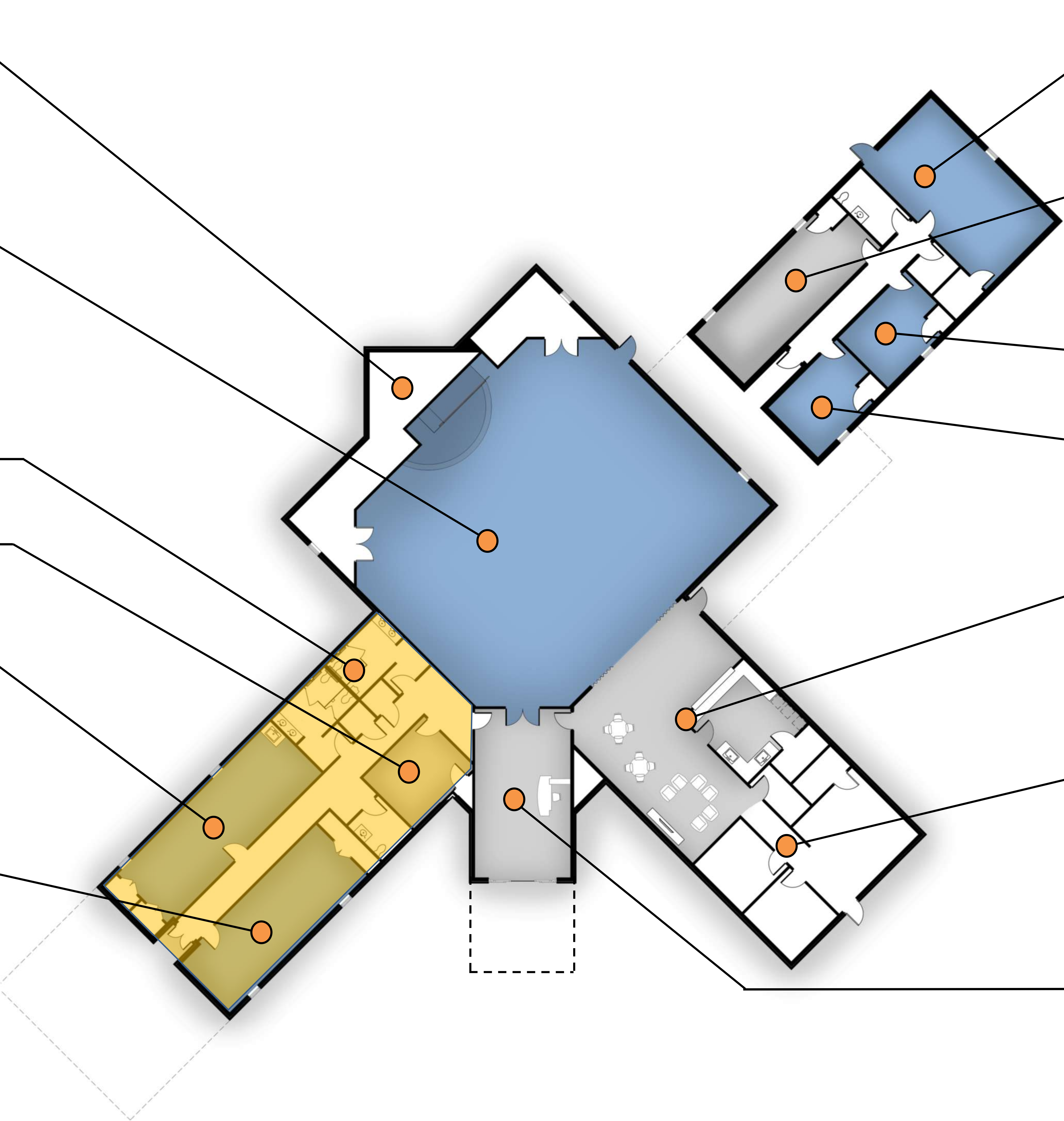
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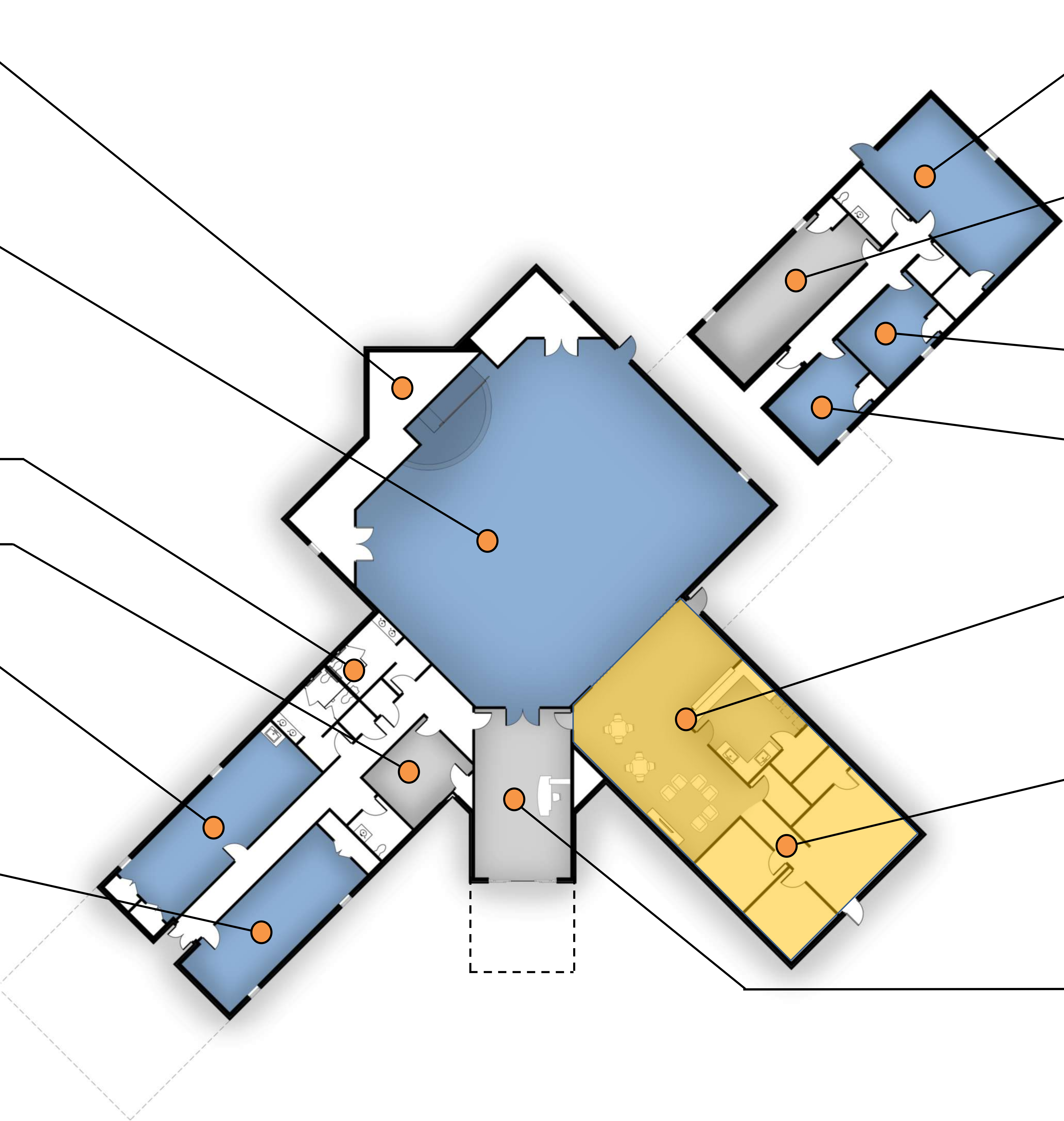
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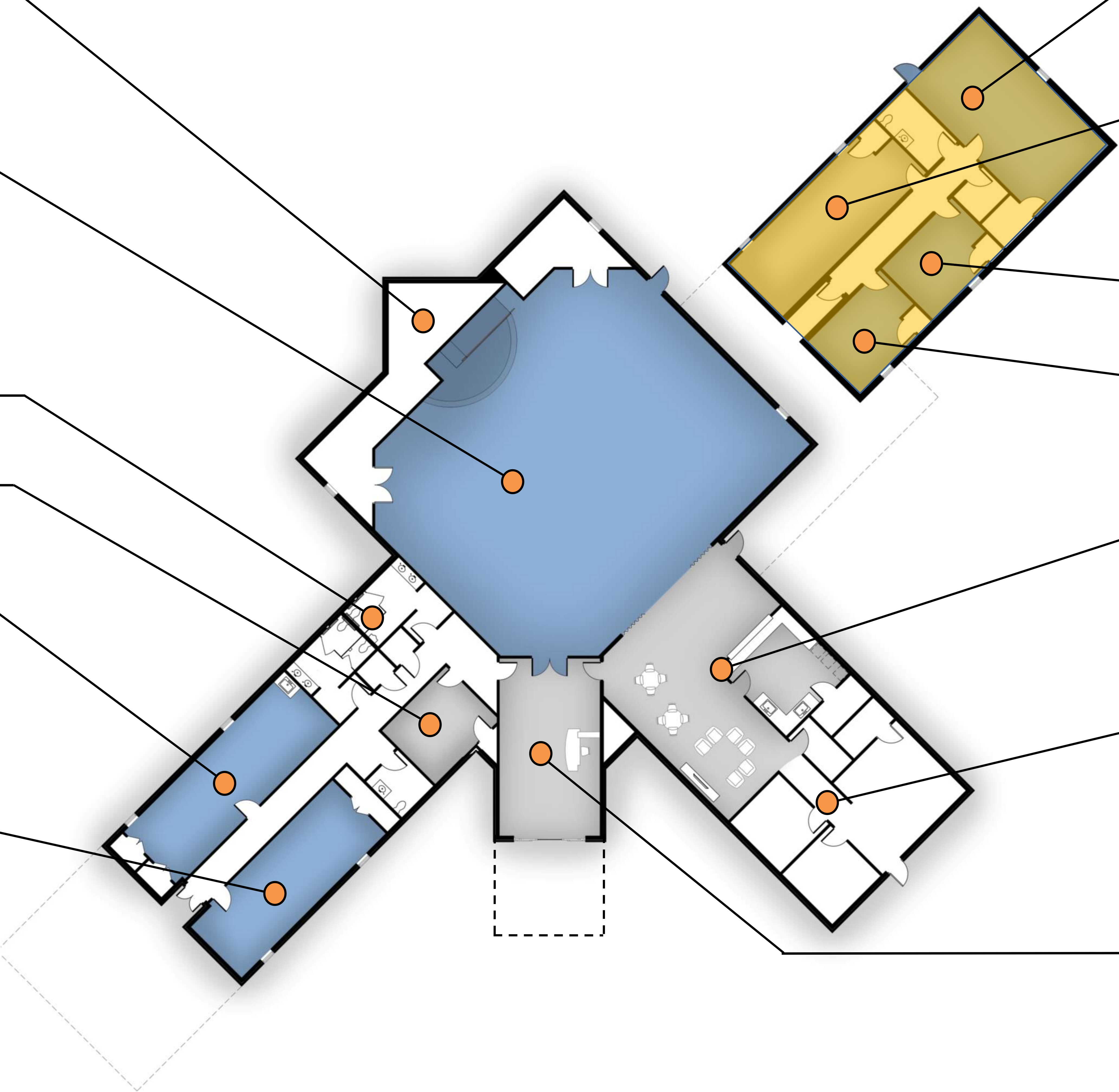
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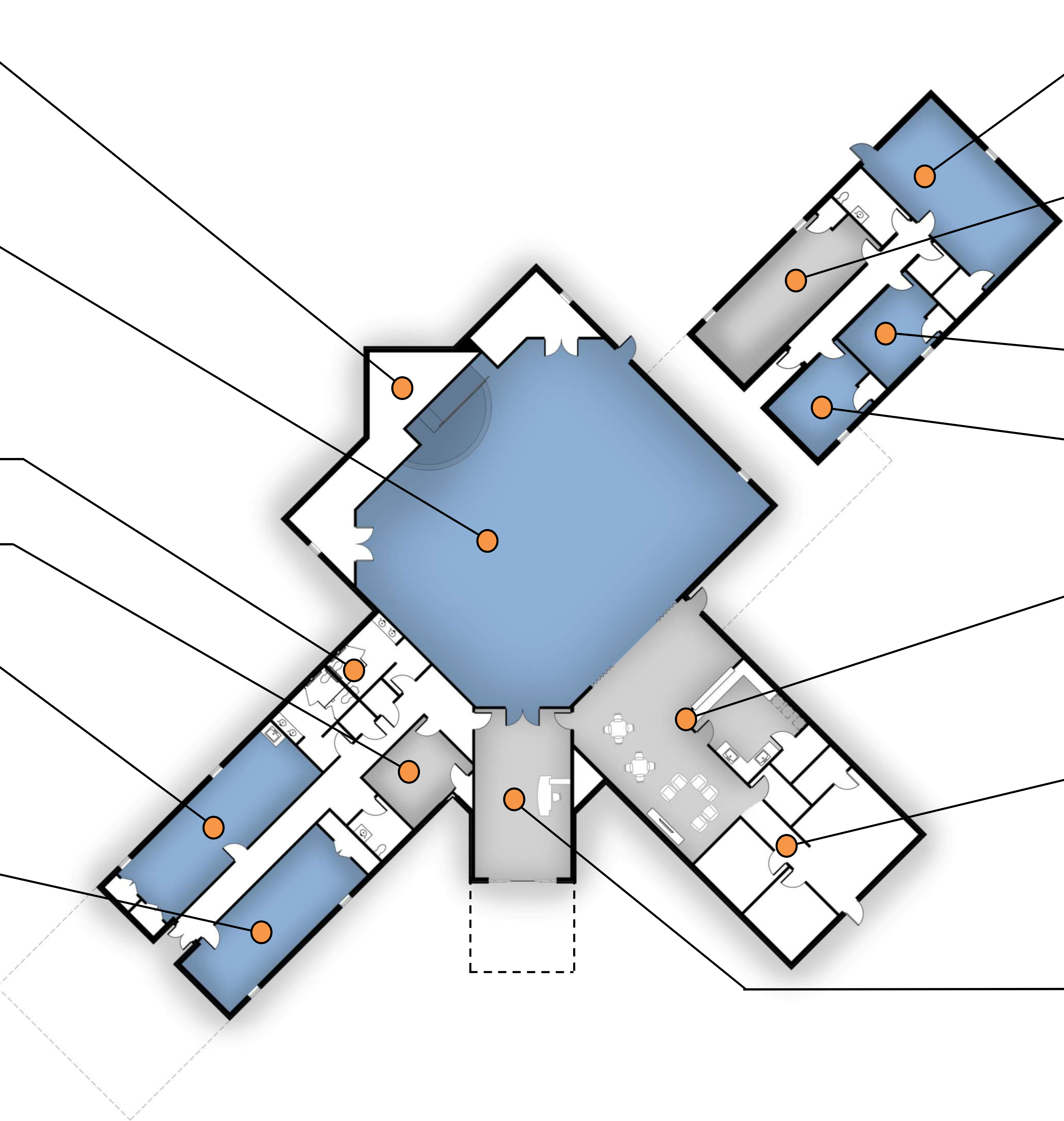
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COLLEYVILLE SENIOR CENTER



ANALYZE

HOW IS THE EXISTING BUILDING USED?

COLLEYVILLE SENIOR CENTER

ENRICHMENT PROGRAMS

EXISTING FACILITY

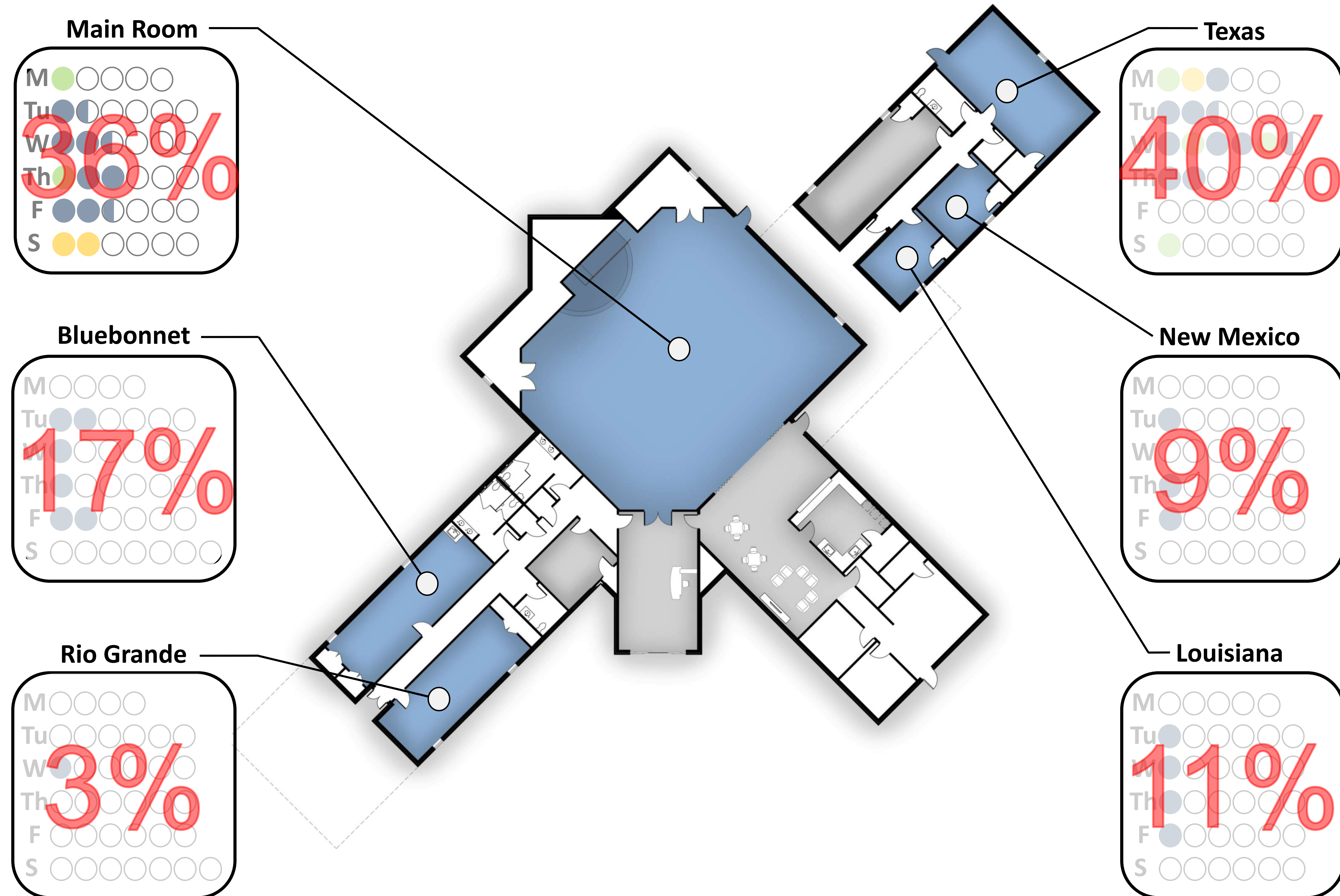
AVERAGE JUNE USAGE

MONDAY
TUESDAY
WEDNESDAY
THURSDAY
FRIDAY
SATURDAY

YOUTH ENRICHMENT PROGRAMS

ADULT ENRICHMENT PROGRAMS

ACTIVE ADULT



COLLEYVILLE SENIOR CENTER



ANALYZE

HOW DOES THAT COMPARE TO OTHER FACILITY SPACES?

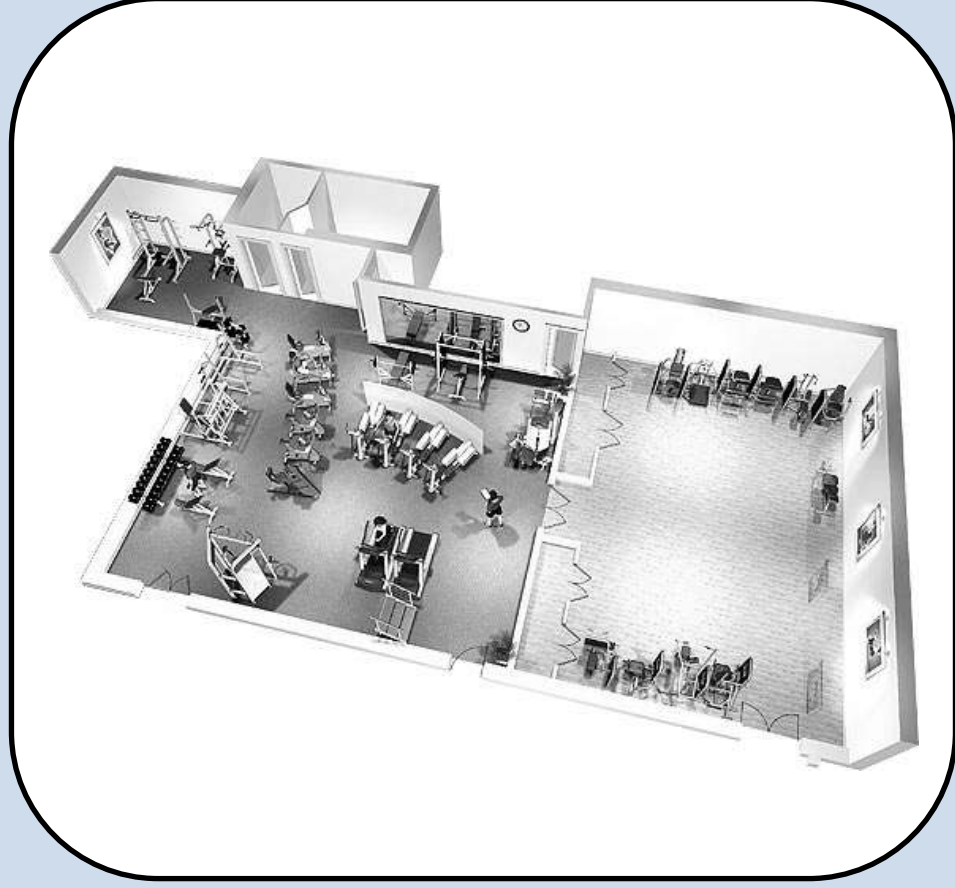
TYPES OF SPACES

SPACE

TYPE OF ROOM

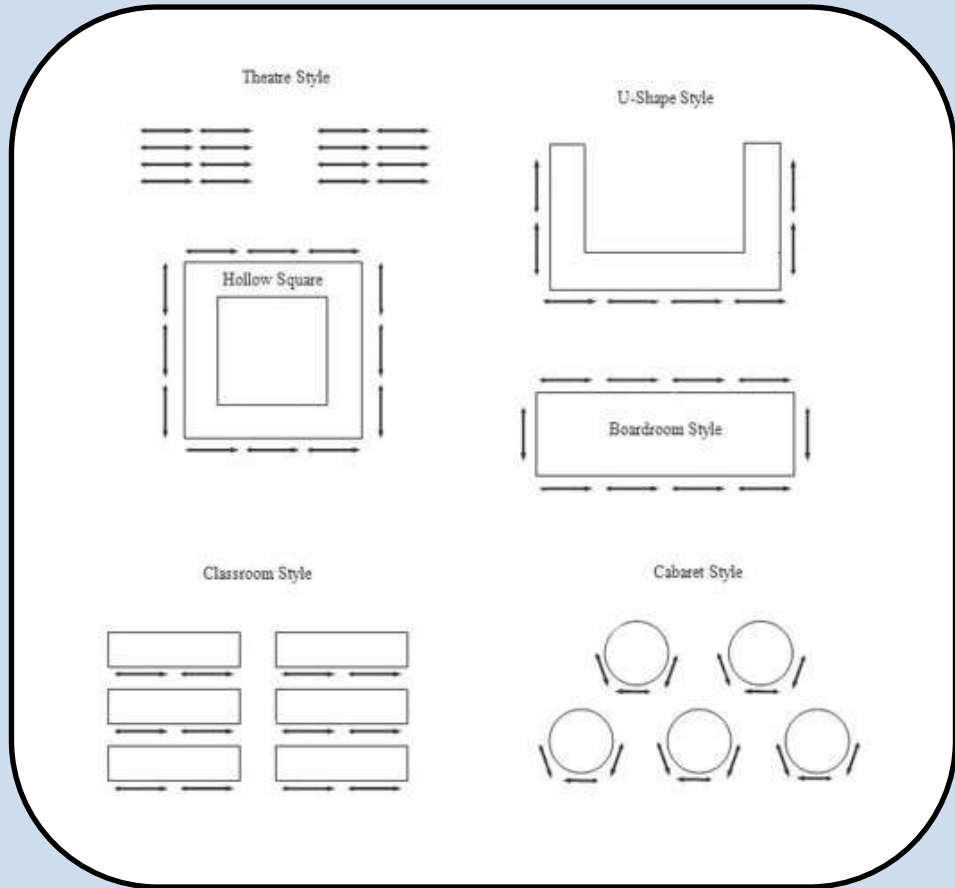
FITNESS SPACES

Individual Fitness
Group Fitness & Dance



GROUP ACTIVITY SPACES

Learning
Arts & Crafts



SOCIAL ACTIVITY SPACES

Lounge
Dining Room
Game Room



TYPES OF SPACES

GROUP FITNESS & DANCE



CHARACTERISTICS

USE:

Room shall be developed to accommodate group fitness classes, dance, and yoga.

REQUIRED SIZE:

750-1800 S.F.

AMENITIES:

Ambience
Type of Flooring
Flooring Pattern/Graphics
Equipment Storage
Lighting Control
Sound Control

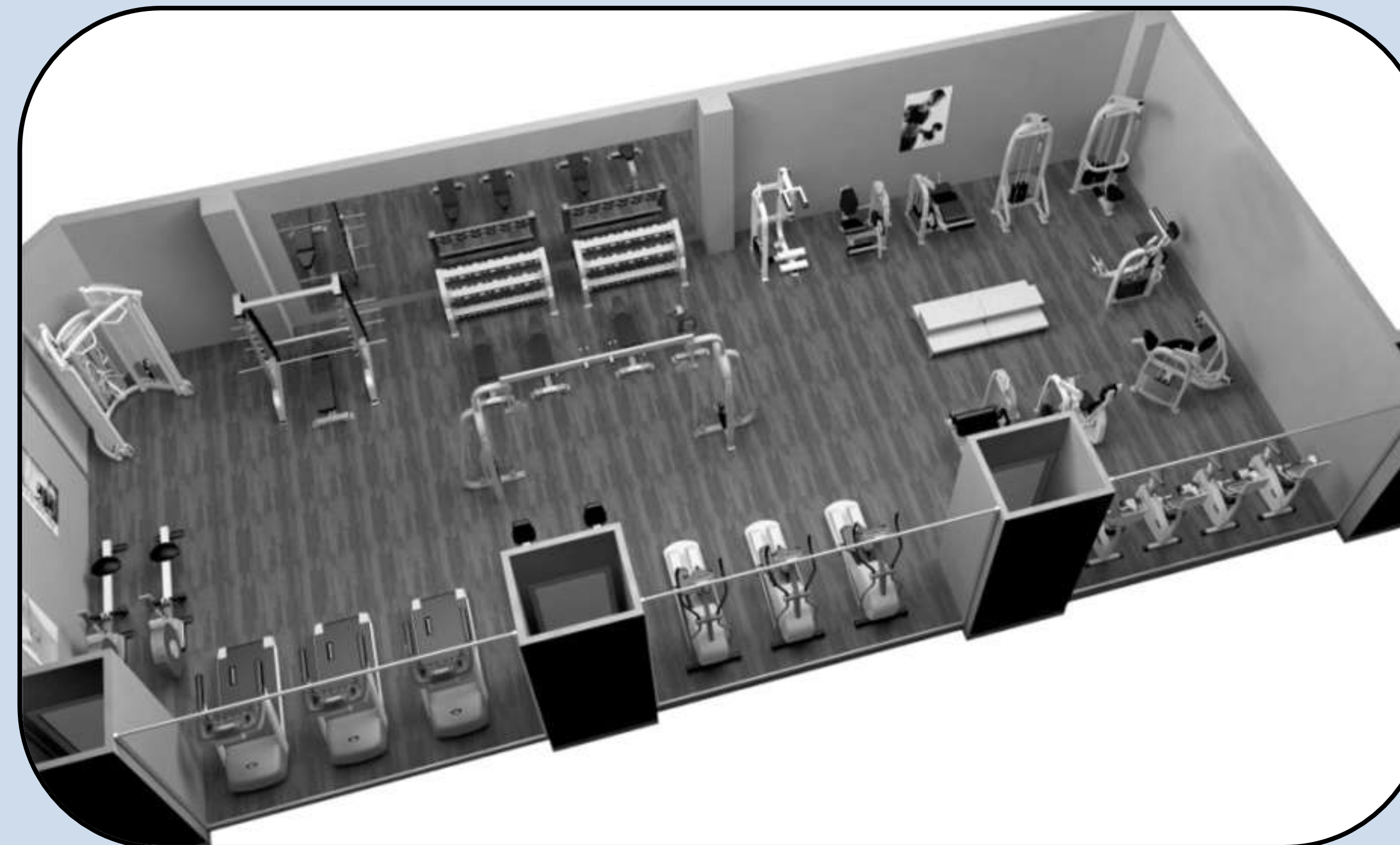
CURRENT SIZE:

535 S.F.



TYPES OF SPACES – FITNESS

INDIVIDUAL FITNESS



CHARACTERISTICS

USE:

Room shall be developed to accommodate low impact fitness equipment for individual training

SIZE:

500-1000 S.F.

AMENITIES:

Type of Flooring

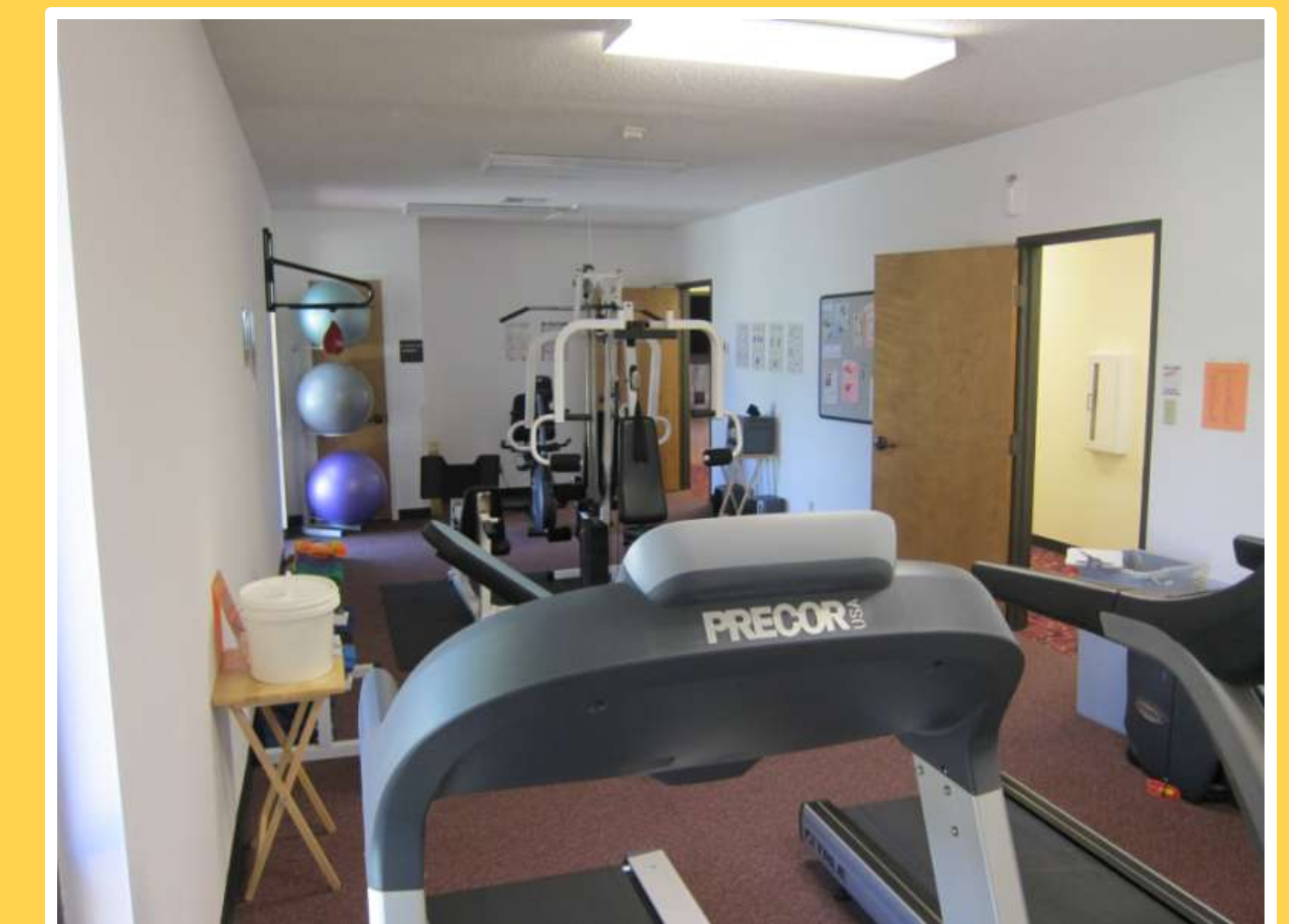
Views

Natural Lighting

Type of Equipment

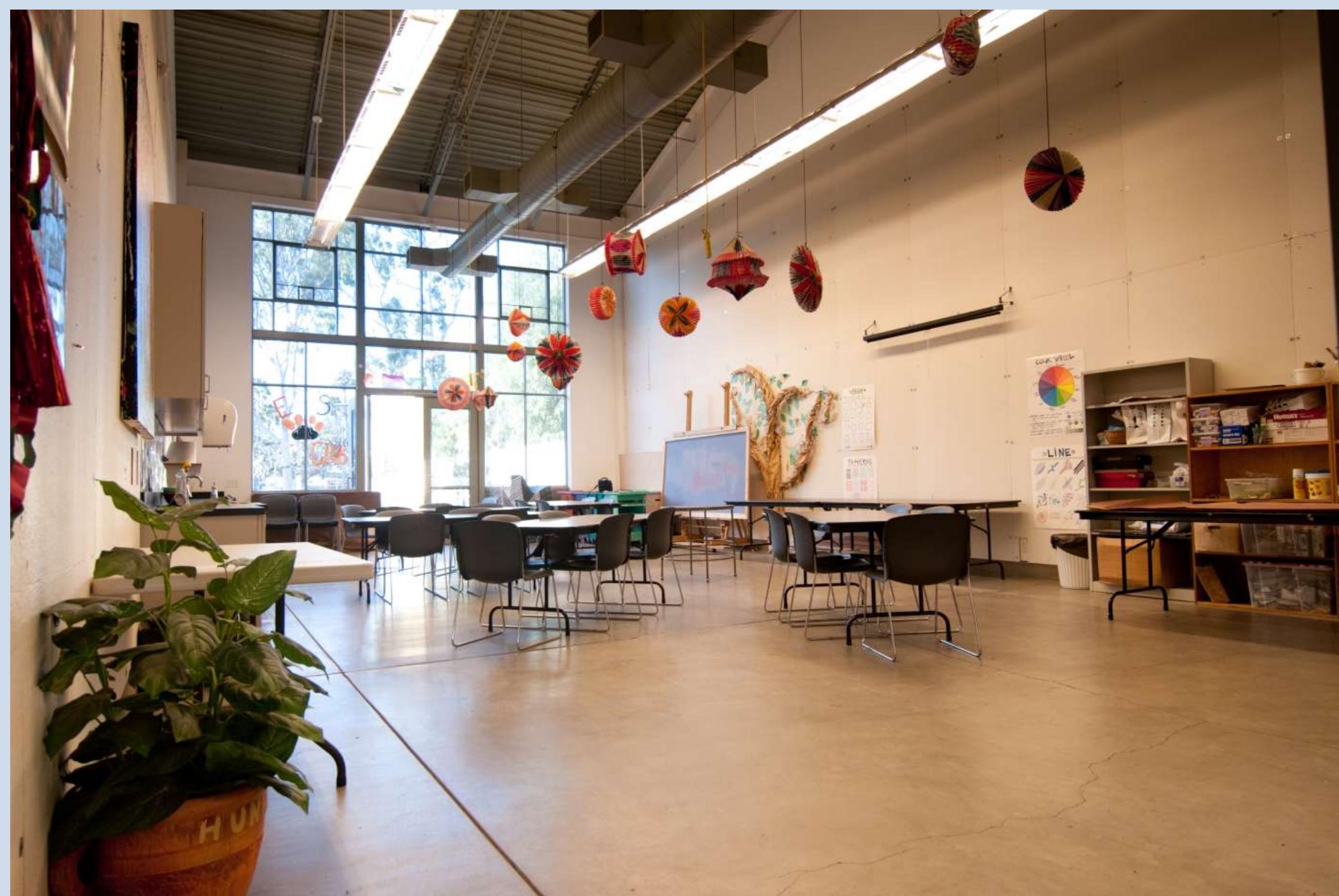
CURRENT SIZE:

408 S.F.



TYPES OF SPACES – FITNESS

ARTS & CRAFTS



CHARACTERISTICS

USE:

Room or rooms shall be developed to accommodate arts and crafts activities.

SIZE:

480-1600 S.F.

AMENITIES:

Natural Light
Type of Flooring
Storage
Millwork and Sink
Furniture
Adjacent Kiln Room

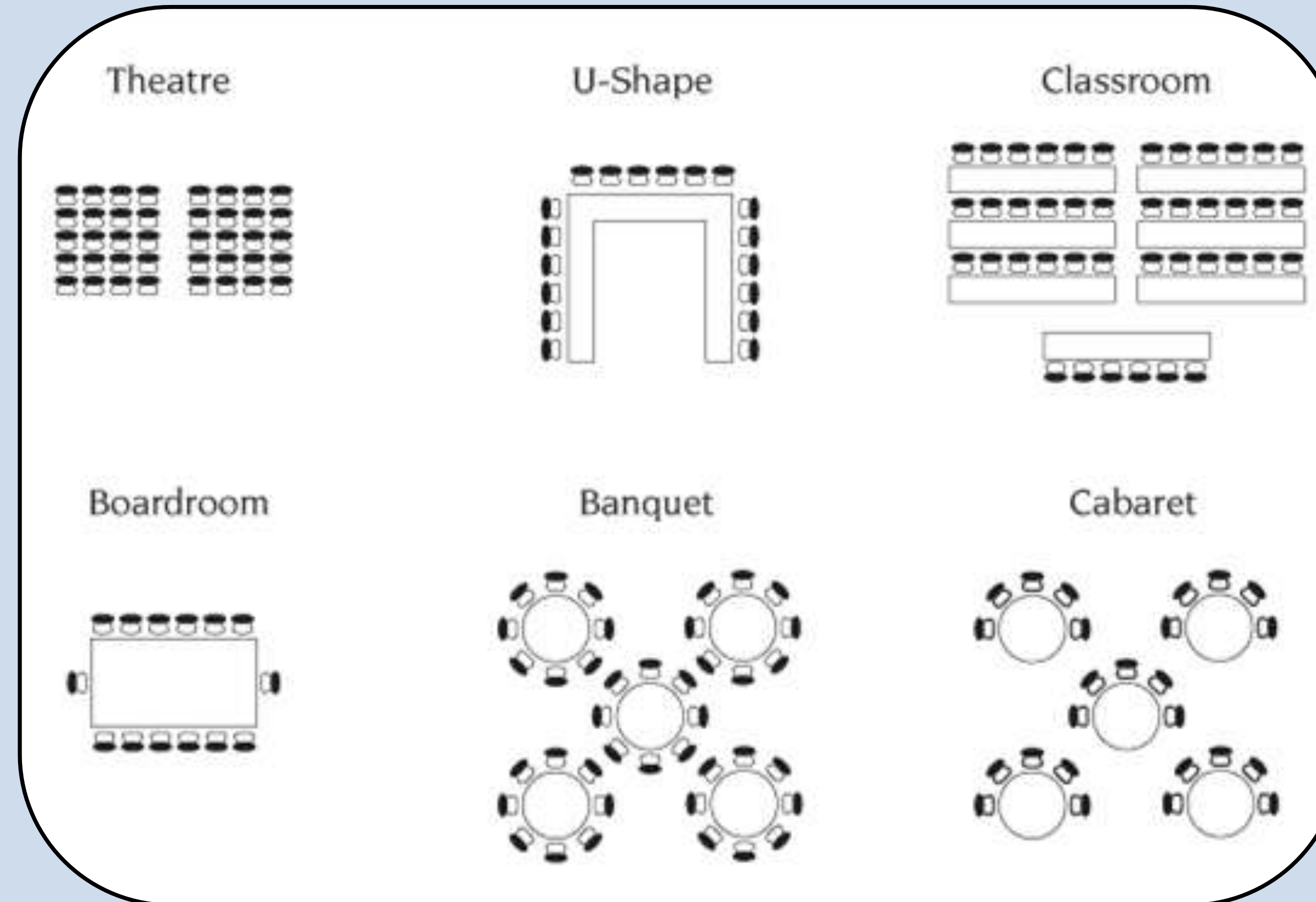
CURRENT SIZE:

492 S.F.



TYPES OF SPACES – GROUP ACTIVITY

LEARNING



CHARACTERISTICS

USE:

Room shall be developed to accommodate various size groups for informational presentations as well as technology training.

SIZE:

250-1200 S.F.

AMENITIES:

Lighting Control
Power and Data
Audio/Visual

CURRENT SIZE:

428 S.F.



TYPES OF SPACES – GROUP ACTIVITY

COMMON AREAS / LOUNGE



CHARACTERISTICS

USE:

Room shall be developed to encourage and promote social interaction between individuals and groups.

SIZE:

400-1200 S.F.

AMENITIES:

Ambience
Variety of Seating
Sound Control

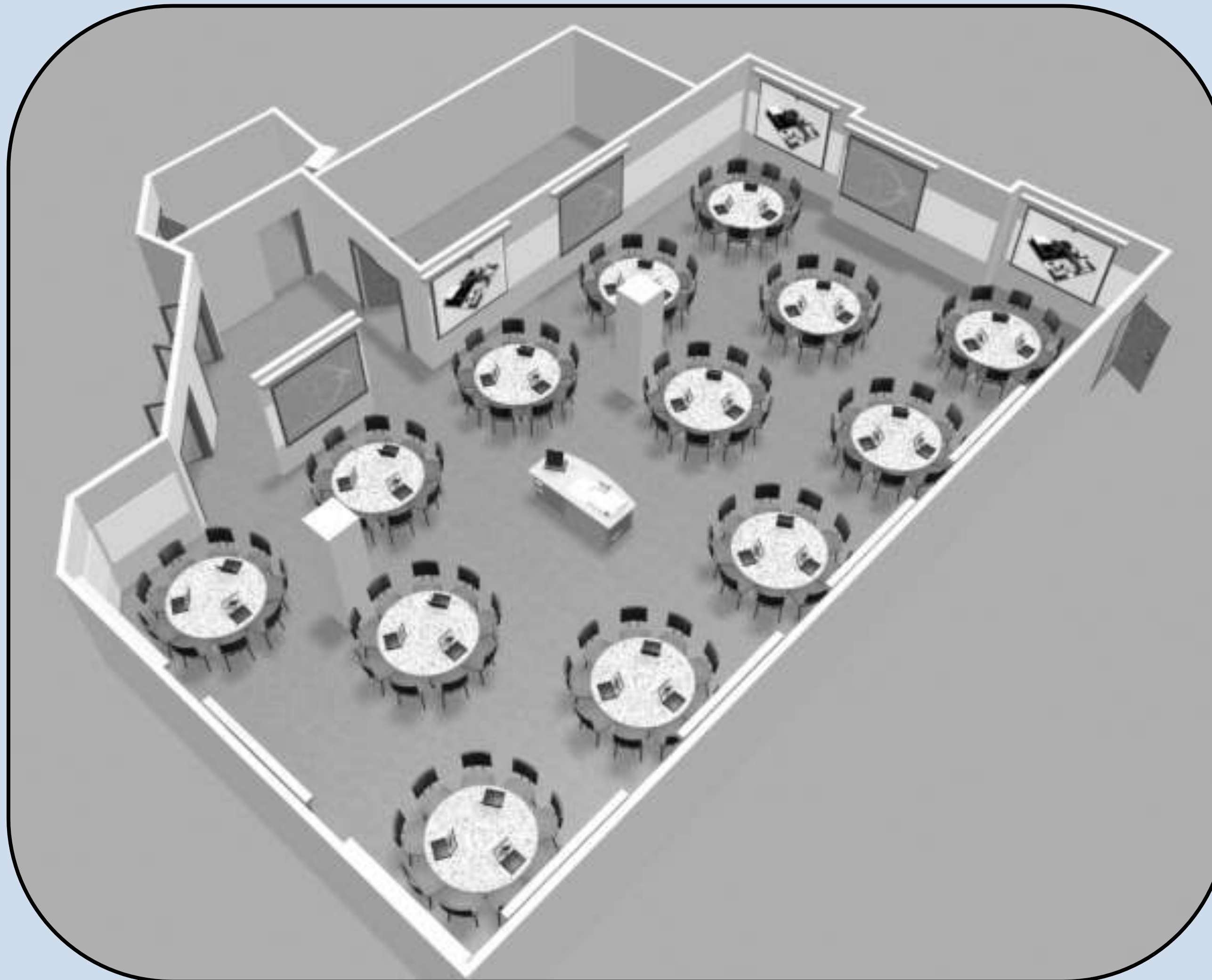
CURRENT SIZE:

926 S.F.



TYPES OF SPACES - SOCIAL

MULTI-PURPOSE ROOM



CHARACTERISTICS

USE:

Room shall be developed to accommodate social dining events.

SIZE:

1800-4800 S.F.

AMENITIES:

Type Of Flooring
Lighting Control
Sound Control
Storage
Kitchen

CURRENT SIZE:

3036 S.F.



TYPES OF SPACES - SOCIAL

GAME ROOM



CHARACTERISTICS

USE:

Room shall be developed to accommodate social games including areas for card games, table games, and billiards.

SIZE:

200-800 S.F.

AMENITIES:

Ambience
Lighting Control
Furniture

CURRENT SIZE:

492 S.F.



TYPES OF SPACES - SOCIAL



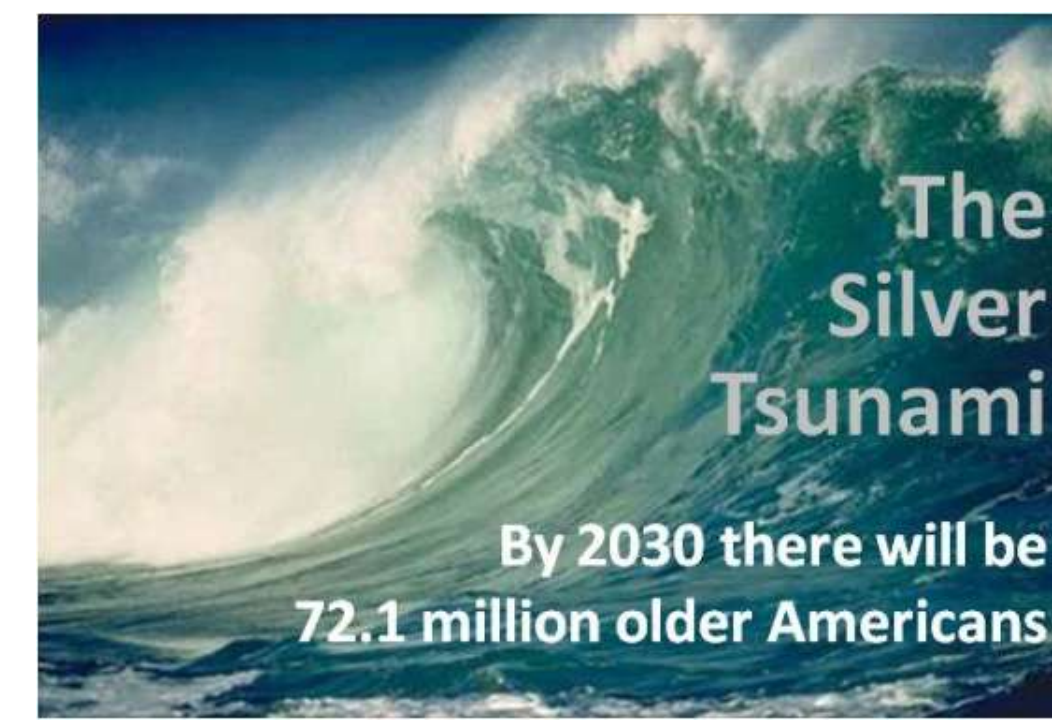
ANALYZE
WHAT ARE THE NATIONAL TRENDS?

NATIONAL TRENDS

COMMUNITY CENTERS ARE CHANGING

ADAPTING TO CHANGING DEMOGRAPHICS

Communities are preparing for the Silver Tsunami



The Summit

Aging Population

Second Act

Social Events

Alternate Hours of Operation

Village Concepts

FLEXIBILITY

Communities are creating flexible spaces & flexible facilities



Multi-Purpose Facilities

Multi-Purpose Spaces

Changing the Vernacular

Maximizing City Services

JOINT USE FACILITIES

Communities are grouping enrichment programming into one facility



Grapevine



Southlake



NRH Centre

Recreational Enrichment Centers

Senior Enrichment Centers

Adult Enrichment Centers

Youth Enrichment Centers

Meeting Facilities

NATIONAL TRENDS



EXPRESS

WHAT COLLEYVILLE CITIZENS HAVE SAID?

FOCUS GROUP AND SURVEY RESULTS

A focus group session was conducted June 2013 – Approx. 32 attendees
A Colleyville Senior Center Survey was conducted summer 2013 with 190 respondents.

Most convenient time to visit...

For Current Users ...

MONDAY

TUESDAY

WEDNESDAY 8AM-11AM

THURSDAY

FRIDAY 11AM-1PM

SATURDAY

SUNDAY

For Potential Users ...

MONDAY 6PM-9PM

TUESDAY

WEDNESDAY

THURSDAY 6PM-9PM

FRIDAY

SATURDAY

SUNDAY

Popular Activities for current and potential users...

For Current Users ...

Lunch & Learn _____



Trips to local attractions _____



Meals on Wheels _____



For Potential Users ...

Individual Fitness _____



Group Exercise _____

Jazzercise
Yoga
Zumba



Lunch & Learn _____



Trips to local attractions _____



WHAT WE HEARD

Of respondents who do use the Senior Center...

They are most satisfied with the Senior Programming, Special Event Programming, Hours of Operation, and Education Classes

•Lunch and Learn, Breakfast Brigades, Meals on Wheels, and Trips to Local Attractions were among the most popular activities.

Of respondents who do not use the Senior Center...

- 27% were not familiar with the programs offered**
- 24% did not find activities or amenities they wanted**
- 20% cited the hours of operation as a barrier.**

•23% use a local fitness center (Lifetime Fitness)

FOCUS GROUP AND SURVEY RESULTS

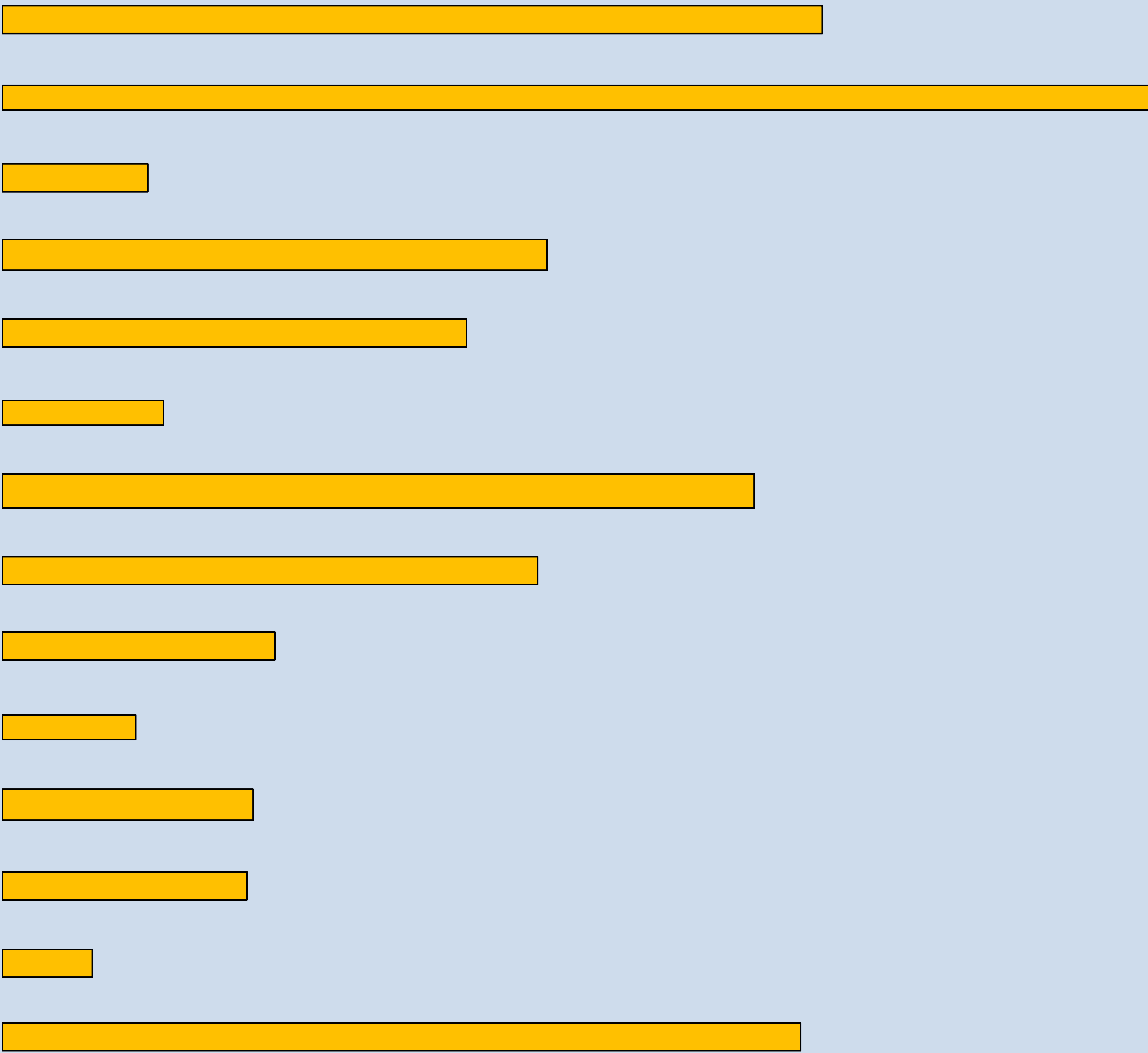
WHAT WE HEARD

Proposed Activities

Interest level

- Senior fitness classes
- Adult fitness classes
- Youth fitness classes
- Senior art classes
- Adult art classes
- Youth art classes
- Senior travel programs
- Adult travel programs
- Adult music classes
- Youth music classes
- Senior dance classes
- Adult dance classes
- Youth dance classes
- Education classes

0 50 100



FOCUS GROUP AND SURVEY RESULTS

WHAT WE HEARD

Proposed Services

Interest level

- Community information
- Youth programs
- Computer/Internet training
- Fitness programs
- Adult education
- Senior programs
- Social programs
- Travel programs
- Cultural/Arts programs
- Volunteer programs
- Continuing education
- Music/Dance classes
- Special events
- Special interest programs



FOCUS GROUP AND SURVEY RESULTS

WHAT WE HEARD

Proposed Amenities

Interest level

- Fitness room
- Arts and crafts room
- Game room
- Internet stations
- Dance room
- Conversation/gathering areas
- Wireless internet access
- Art/cultural exhibit space
- Social area
- Group fitness room
- Cafe' / refreshments
- Instructional workshop
- Technology training center



FOCUS GROUP AND SURVEY RESULTS



DEVELOP A PLAN

HOW CAN WE IMPROVE THE EXISTING FACILITY?

DEVELOP A PLAN

EXISTING FACILITY RENOVATION OPTIONS

Kitchen

- New Room Configuration
- Pantry Type Kitchen

Flex Space

- Keep Existing Room Configuration
- New Folding Partition Wall
- Updated Finishes
- Capacity 168 chairs**

Storage Rooms

- Modify Existing Room Configuration @ each side

Recreation Offices

- New Room Configuration
- Maximum Staff (6)

Activity Rooms

- New Room Configuration

Storage Rooms

- Modify Existing Room Configuration

Building Addition – Activity Room

- Enclose Existing Porte-Cochere
- Utilize Existing Roof Structure
- 750 SF

Group Fitness Room

- Keep Room Configuration
- Update Finishes

Storage

- New Room Configuration

Group Fitness Room

- New Room Configuration

Fitness Room

- New Room Configuration
- New Equipment

New Restrooms

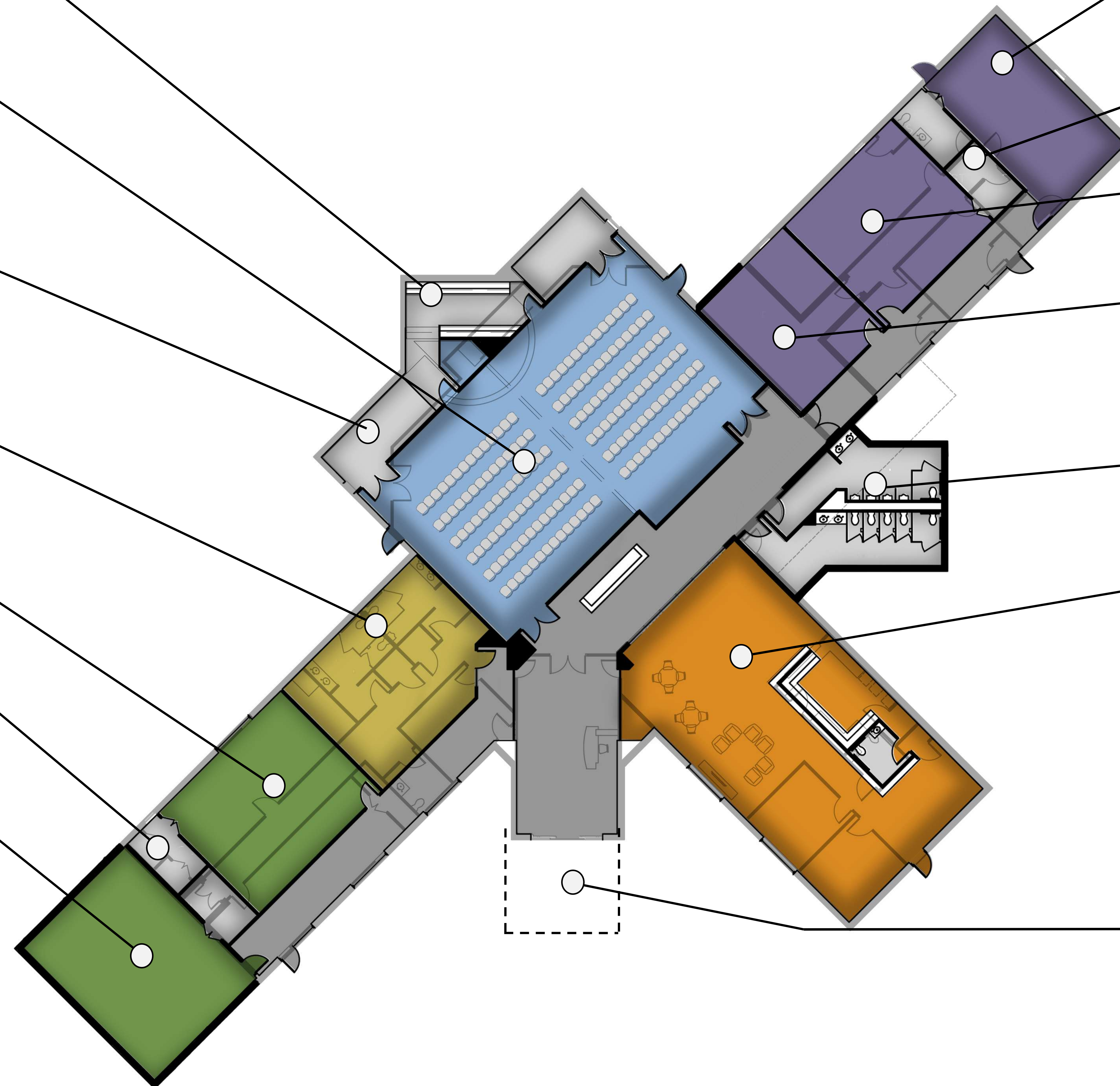
- 670 SF Building Addition

Adult Activity Zone

- New Room Configuration
- Utilize Existing Toilet
- New Kitchen Configuration

Entry/Façade Modification

- Create New Architectural Element to define entry
- New Landscaping
- Electronic Sign



PLAN OPTION 1 – PREFERRED OPTION (STAFF)

PREPARED BY HIDELL AND ASSOCIATES ARCHITECTS, INC.

EXISTING FACILITY RENOVATION OPTIONS

Kitchen

- New Room Configuration
- Pantry Type Kitchen

Flex Space

- Keep Existing Room Configuration
- New Folding Partition Wall
- Updated Finishes
- Table Configuration**
 - (18) 72" dia tables
 - (8) person per table
 - Total capacity = 144**

Storage Rooms

- Modify Existing Room Configuration @ each side

Recreation Offices

- New Room Configuration
- Maximum Staff (6)

Activity Rooms

- New Room Configuration

Storage Rooms

- Modify Existing Room Configuration

Building Addition – Activity Room

- Enclose Existing Porte-Cochere
- Utilize Existing Roof Structure
- 750 SF

Group Fitness Room

- Keep Room Configuration
- Update Finishes

Storage

- New Room Configuration

Group Fitness Room

- New Room Configuration

Fitness Room

- New Room Configuration
- New Equipment

New Restrooms

- 670 SF Building Addition

Adult Activity Zone

- New Room Configuration
- Utilize Existing Toilet
- New Kitchen Configuration

Entry/Façade Modification

- Create New Architectural Element to define entry
- New Landscaping
- Electronic Sign

PLAN OPTION 1 – PREFERRED OPTION (STAFF)

PREPARED BY HIDELL AND ASSOCIATES ARCHITECTS, INC.

COST SUMMARY PLAN OPTION NO. 1

TOTAL CAPITAL & OPERATIONAL COST

[illegible]

PREPARED BY HIDELL AND ASSOCIATES ARCHITECTS, INC.

EXISTING FACILITY RENOVATION OPTIONS



Flex Space

- USTA Tennis (Senior)
- Health Fair
- Singing/Theater Programs
- Workshops (Scrapbooking, Education)
- Breakfast Brigades
- Lunch/Dinner & Learns Dances
- Meals on Wheels



Entry Corridor

- Social Interaction



Activity Room

- Painting, Arts & Crafts, Piano/Keyboard lessons, Special Interest Groups (Genealogy, Book Clubs, Trivia, Education Classes)
- AARP Driving, Language, Computer, Babysitter, Training)
- Mad Science, Lego Engineering, AARP Income Tax Assistance, Technology Classes
- Singles Committee (Organize Events Aimed for Seniors)



Group Fitness Room

- Ball Room Dance, Social Dance, Country/Western Dance, Tap & Ballet, Jazz, Yoga, Tai Chi, Jazzercise, Zumba, Silver Sneakers



Fitness Room

- Strength Training (Senior/Rec)
- Basics of Fitness Room
- Intro to Fitness
- Cardio Fitness

Active Adult Zone

- Texas Hold'em
- Movies
- Wii Programs
- Social Games
- Rummikub, Euchre, "42", Bridge, Chess, Mah Johgg, Puzzles, Billiards



PLAN OPTION 1 PROGRAMMING

PREPARED BY HIDEELL AND ASSOCIATES ARCHITECTS, INC.

EXISTING FACILITY RENOVATION OPTIONS

CONSTRUCTION TIMELINE

•Phase I Construction	5 Months
•Phase II Construction	5 Months
•Phase III Construction	3 Months
Total	13 Months

PHASE II CONSTRUCTION

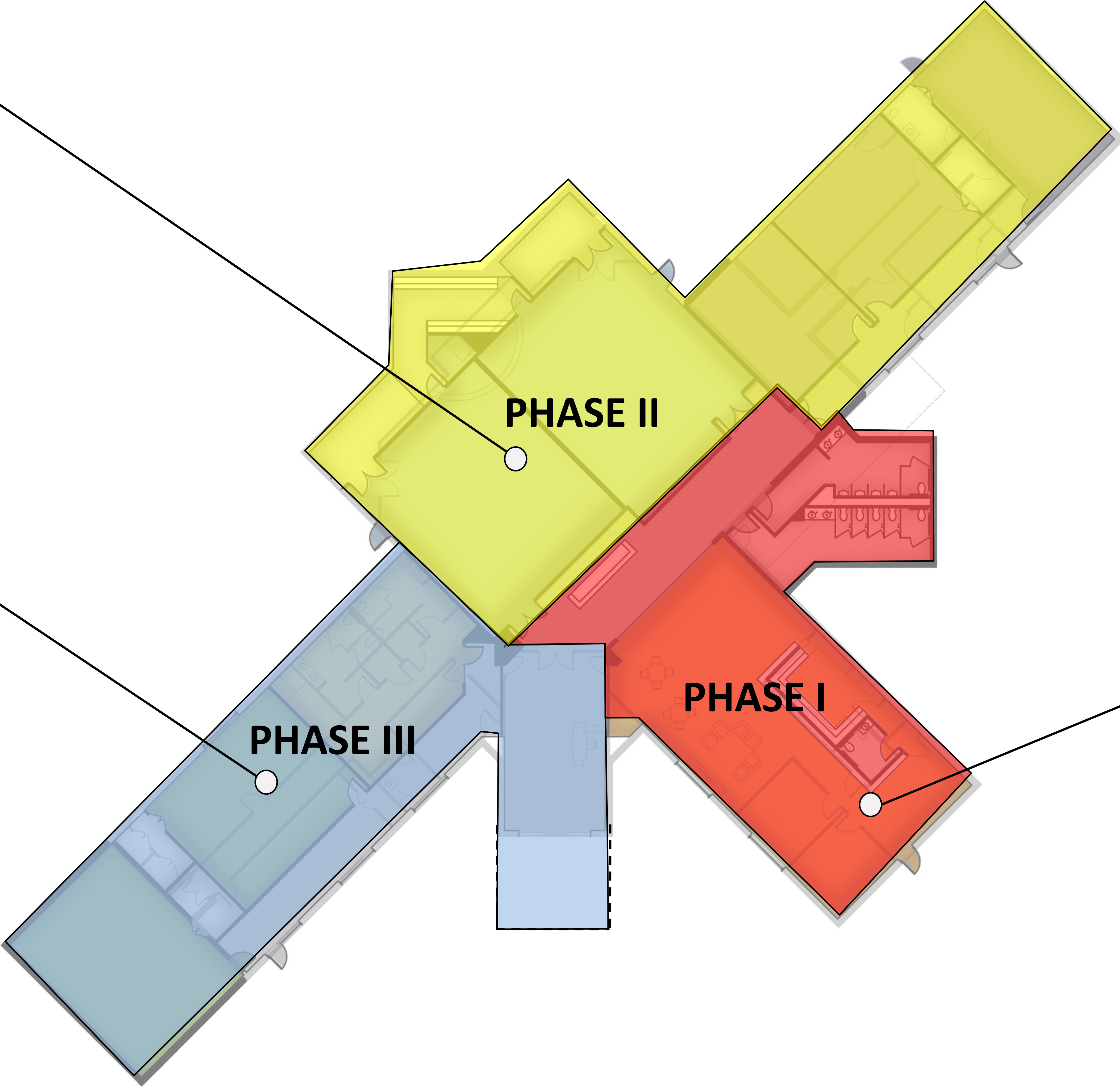
- Cost-\$571,310-\$742,703
- FF&E Cost - \$119,600
- Construction Timeline: 5 months

PHASE I CONSTRUCTION

- Cost-\$512,025-\$665,632
- FF&E Cost - \$29,400
- Construction Timeline: 3 months

PHASE I CONSTRUCTION

- Cost-\$322,905-\$419,776
- FF&E Cost - \$56,000
- Construction Timeline: 5 months



CONSTRUCTION PHASING PLAN OPTION 1

EXISTING FACILITY RENOVATION OPTIONS

Kitchen

- New Room Configuration
- Pantry Type Kitchen

Flex Space

- Keep Existing Room Configuration
- New Folding Partition Wall
- Updated Finishes

Storage Rooms

- Modify Existing Room Configuration @ each side

Existing Restrooms

- Keep Existing Room Configuration
- No Renovation Required

Active Adult Zone

- New Room Configuration
- Updated Finishes
- New Furniture
- New Kitchen Area

Building Addition

- Enclose Existing Porte-Cochere
- Utilize Existing Roof Structure
- 750 SF

Group Fitness Room

- Keep Room Configuration
- Update Finishes

Group Fitness Room

- New Room Configuration

Fitness Room

- New Room Configuration
- New Equipment

Storage

- New Room Configuration
- Enclose Existing Breezeway

New Restrooms

- 560 SF Building Addition

Recreation Office

- Centralized Location
- Maximum Space for Staff (6)
- New Room Configuration

Activity Room

- New Room Configuration
- Limited Storage

Entry/Façade Modification

- Create New Architectural Element to define entry
- New Landscaping
- Electronic Sign

PLAN OPTION 2 – ALTERNATE OPTION

COST SUMMARY – PLAN OPTION NO. 2

ASSUMPTIONS:				TOTAL CAPITAL & OPERATIONAL COST							
1. No Land Cost				10,100 SF Renovation of Existing Building 1,560 SF Building Addition							
2. Cost Range				A. Capital Cost Range			Low Range		High Range		
Renovation							\$95 to \$115 /SF				
New Construction							\$220 to \$330/SF				
3. Professional Fees				8% of Construction and Furniture Cost							
4. Staff cost not included											
5. Proposed hours of Operation (additional utility costs based on hours)				53 Hours per Week							
6. New Tables, Chairs and Lounge Seating											
7. New Fitness Equipment											
8. Total Capital & Operational costs assume a complete building renovation and addition. (If a phased construction cost is required, a breakdown of the capital cost only have been provided)											
				Renovation			10,100 SF	\$ 90 to \$110	\$909,000	to	\$1,111,000
				New Addition			1,560 SF	\$220 to \$330	\$343,200	to	\$514,800
				Entry/Façade Modification				Allowance	\$80,000		\$120,000
				Outdoor Programming Element				Allowance	\$50,000		\$80,000
				Furniture and Equipment				Allowance	\$190,000		\$220,000
				Technology				Allowance	\$30,000		\$60,000
				Subtotal Capital Cost					\$1,602,200		\$2,105,800
				Professional Fee					\$128,176		\$168,464
				Total Capital Cost					\$1,730,376		\$2,274,264
				B. Annual Operational Cost Range							
				Additional Utility Operating Cost					\$13,500		
				Additional Maintenance Cost					\$5,000		

EXISTING FACILITY RENOVATION OPTIONS



Flex Space

- USTA Tennis (Senior)
- Health Fair
- Singing/Theater Programs
- Workshops (Scrapbooking, Education)
- Breakfast Brigades
- Lunch/Dinner & Learns Dances
- Meals on Wheels



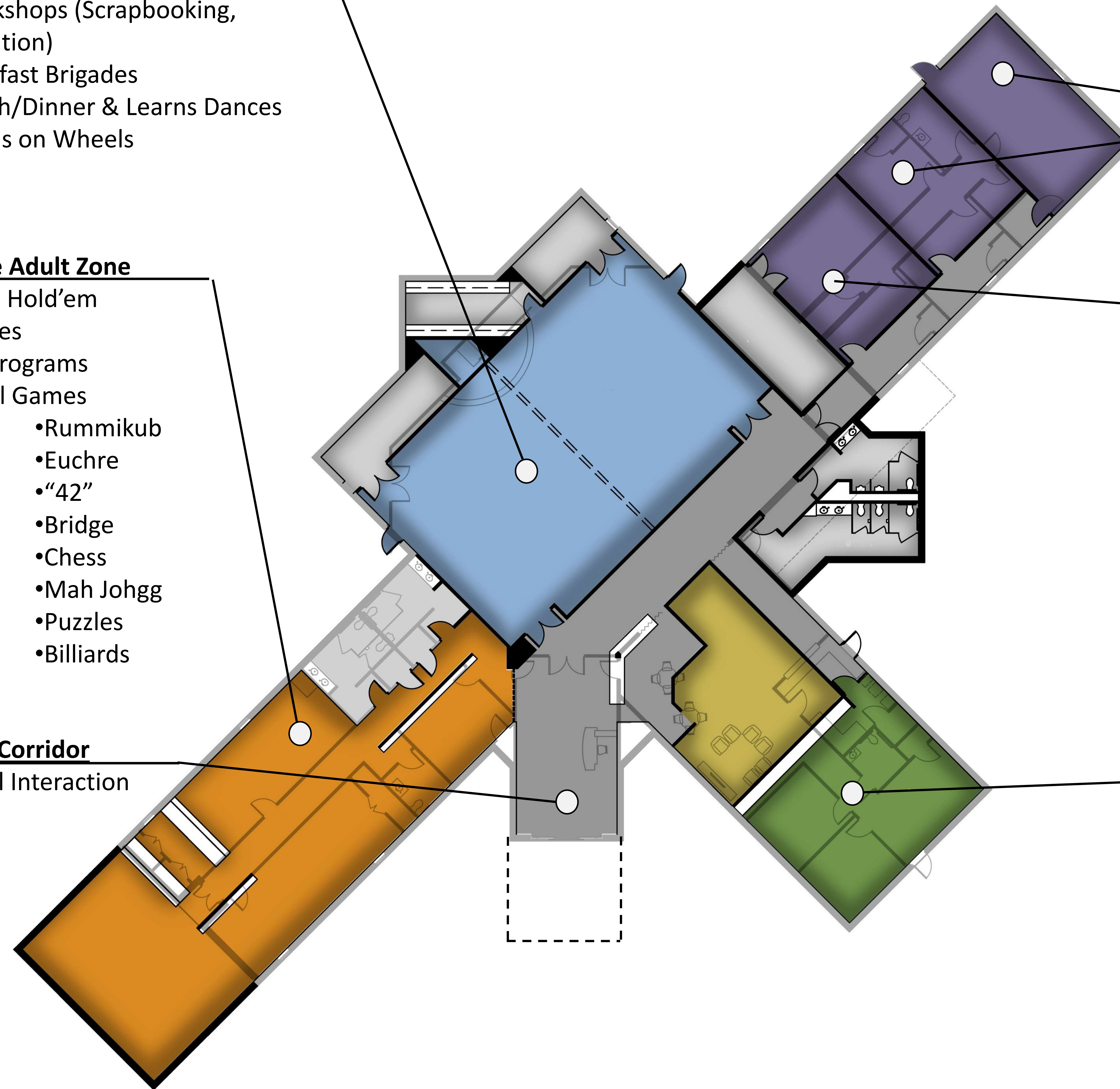
Active Adult Zone

- Texas Hold'em
- Movies
- Wii Programs
- Social Games
 - Rummikub
 - Euchre
 - "42"
 - Bridge
 - Chess
 - Mah Johgg
 - Puzzles
 - Billiards



Entry Corridor

- Social Interaction



Group Fitness Room

- Ball Room Dance, Social Dance, Country/Western Dance, Tap & Ballet, Jazz, Yoga, Tai Chi, Jazzercise, Zumba, Silver Sneakers

Fitness Room

- Strength Training (Senior/Rec)
- Basics of Fitness Room
- Intro to Fitness
- Silver Sneakers
- Cardio Fitness



Activity Room

- Painting, Arts & Crafts, Piano/Keyboard lessons, Special Interest Groups (Genealogy, Book Clubs, Trivia, Education Classes)
- AARP Driving, Language, Computer, Babysitter, Training)
- Mad Science, Lego Engineering, AARP Income Tax Assistance, Technology Classes

PLAN OPTION 2 PROGRAMMING

EXISTING FACILITY RENOVATION OPTIONS

CONSTRUCTION TIMELINE

•Phase I Construction	4 Months
•Phase II Construction	3 Months
•Phase III Construction	3 Months
•Phase IV Construction	3 Months
Total	13 Months

PHASE I CONSTRUCTION

- Cost-\$587,123-\$763,260
- FF&E Cost - \$50,000
- Construction Timeline: 4 Months

PHASE IV CONSTRUCTION

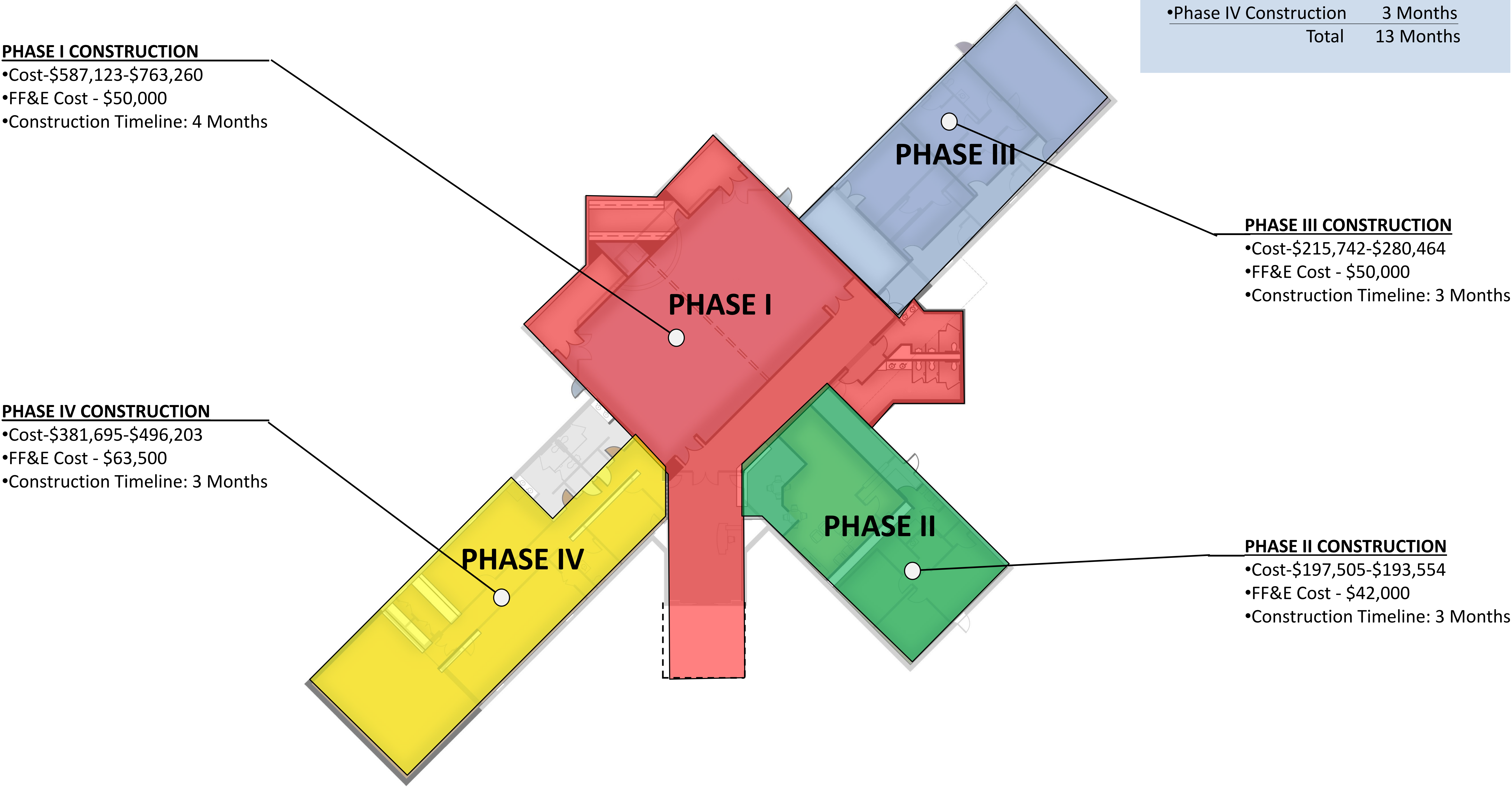
- Cost-\$381,695-\$496,203
- FF&E Cost - \$63,500
- Construction Timeline: 3 Months

PHASE III CONSTRUCTION

- Cost-\$215,742-\$280,464
- FF&E Cost - \$50,000
- Construction Timeline: 3 Months

PHASE II CONSTRUCTION

- Cost-\$197,505-\$193,554
- FF&E Cost - \$42,000
- Construction Timeline: 3 Months



CONSTRUCTION PHASING PLAN OPTION 2

OUTDOOR PROGRAMMING

Develop passive and active programming spaces adjacent to senior center complex.



CITY OF COLLEYVILLE

Prepared by Hidell and Associates Architects, Inc.

FUNDING OPTIONS

Building :

CEDC FY 2014 operating budget	\$	125,000	*
CEDC FY 2015 operating budget	\$	900,000	**
Parks Tomorrow Fund interfund loan	\$	<u>1,180,000</u>	(3 or 4 year repayment)
Total	\$	2,205,000	

Furnishings:

CEDC FY 2016 operating budget	\$	200,000	**
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* Design fees - included in FY 2014 CEDC budget

** Could be allocated from FY 2015 and FY 2016 CEDC EDCIP Future Projects designation



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-2

Agenda Date 02/04/2014

Type Pre Council

Department City Manager

Title

Presentation of the Quarterly Investment Report

Explanation

During the period of October 1, 2013 through December 31, 2013, the City of Colleyville had an average of \$50,018,419 invested on a daily basis, which earned \$24,911, with an average yield of 0.20%. The average yield on investments for this quarter is the same as the prior quarter's average of 0.20%. As of December 31, 2013, the City had \$49,986,648 invested in the LOGIC Investment Pool, CDARS Certificates of Deposit, and various debt instruments in the following percentages:

Logic	48.60%	FFCB Notes	28.99%
FHLB Notes	11.53%	CDARS CD's	8.22%
Treasury Note	2.66%		

These percentages are within the guidelines for portfolio diversification in the City's investment policy. The market value of the City's investments on December 31, 2013 was \$21,177,093 as compared to a purchase price of \$21,164,247 (this excludes LOGIC Investment Pool and CDARS Certificates of Deposit). The Colleyville Economic Development Corporation currently holds a Treasury Note (\$500,000) with a market value of \$499,981 and a purchase price of \$500,395. Additionally, \$1,097,349 was invested in the Corporation's name in the LOGIC Investment Pool. These funds earned interest of \$480 for the quarter.

This report was presented to the Audit Committee at the January 21, 2014 meeting.

Attachments

1. Quarterly Investment Report for quarter ending December 31, 2013

QUARTERLY INVESTMENT REPORT

FOR QUARTER ENDING DECEMBER 31, 2013

THIS REPORT IS IN COMPLIANCE WITH THE PUBLIC FUNDS INVESTMENT ACT
AND ADOPTED INVESTMENT POLICY STRATEGY

Handwritten signature and initials, possibly "KS" or "KS1", in the bottom right corner.

OUTSTANDING INVESTMENTS AT DECEMBER 31, 2013

	PURCHASE PRICE	PAR VALUE	MARKET VALUE @ 12/31/13	MATURITY DATE	YIELD ON INVESTMENT
FHLB NOTE	\$1,002,104	\$1,000,000	\$1,000,184	1/29/2014	0.355%
FFCB NOTE	\$1,216,016	\$1,200,000	\$1,201,823	2/27/2014	0.320%
FHLB NOTE	\$1,000,000	\$1,000,000	\$1,000,336	4/22/2014	0.240%
FFCB NOTE	\$999,780	\$1,000,000	\$1,000,529	5/1/2014	0.265%
FFCB NOTE	\$1,000,000	\$1,000,000	\$1,000,254	5/13/2014	0.200%
FHLB NOTE	\$1,099,450	\$1,100,000	\$1,101,186	6/18/2014	0.400%
FFCB NOTE	\$1,200,000	\$1,200,000	\$1,201,243	9/25/2014	0.270%
FHLB NOTE	\$1,300,000	\$1,300,000	\$1,300,575	10/8/2014	0.230%
FFCB NOTE	\$999,800	\$1,000,000	\$1,000,606	11/14/2014	0.270%
FFCB NOTE	\$1,198,956	\$1,200,000	\$1,200,215	11/24/2014	0.260%
FFCB NOTE	\$1,199,700	\$1,200,000	\$1,200,013	12/26/2014	0.270%
FFCB NOTE	\$1,000,000	\$1,000,000	\$1,000,135	2/15/2015	0.280%
FFCB NOTE	\$1,000,000	\$1,000,000	\$1,000,700	2/25/2015	0.320%
TREASURY NOTE	\$1,303,495	\$1,300,000	\$1,302,742	6/15/2015	0.190%
FHLB NOTE	\$753,559	\$750,000	\$754,280	6/19/2015	0.320%
FFCB NOTE	\$1,000,200	\$1,000,000	\$999,807	6/24/2015	0.330%
FFCB NOTE	\$999,850	\$1,000,000	\$999,182	7/13/2015	0.308%
FFCB NOTE	\$1,003,705	\$1,000,000	\$1,001,867	9/16/2015	0.335%
FFCB NOTE	\$1,400,000	\$1,400,000	\$1,398,946	11/14/2015	0.350%
FHLB NOTE	\$500,478	\$500,000	\$499,624	11/14/2015	0.300%
TOTAL OUTSTANDING INVESTMENTS	\$21,177,093	\$21,150,000	\$21,164,247		

CITY OF COLLEYVILLE BALANCES AT DECEMBER 31, 2013

INVESTMENT PURCHASES	\$21,150,000
CDAR'S CERTIFICATES OF DEPOSIT	\$4,026,706
LOGIC INVESTMENT POOL	\$23,809,942
TOTAL CITY INVESTMENTS HELD AT DECEMBER 31, 2013	\$48,986,648

COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION (CEDC) BALANCES AT DECEMBER 31, 2013

INVESTMENT PURCHASES	\$500,000
LOGIC INVESTMENT POOL	\$1,097,349
TOTAL CEDC INVESTMENTS HELD AT DECEMBER 31, 2013	\$1,597,349

TOTAL INVESTMENTS HELD BY CITY OF COLLEYVILLE AND COLLEYVILLE ECONOMIC DEVELOPMENT CORP AT DECEMBER 31, 2013	\$50,583,997
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INTEREST EARNINGS ON CITY OF COLLEYVILLE INVESTMENTS FOR THE PERIOD OF OCTOBER 1 - DECEMBER 31, 2013
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	PURCHASE PRICE	PAR VALUE	MATURITY DATE	YIELD ON INVESTMENT	INTEREST EARNED
FHLB NOTE	\$500,820	\$500,000	11/27/2013	0.270%	\$211
FHLB NOTE	\$1,210,319	\$1,200,000	12/27/2013	0.300%	\$858
TREASURY NOTE	\$1,297,078	\$1,300,000	12/31/2013	0.275%	\$891
FHLB NOTE	\$999,500	\$1,000,000	1/29/2014	0.355%	\$895
FFCB NOTE	\$1,216,016	\$1,200,000	2/27/2014	0.320%	\$968
FHLB NOTE	\$1,000,000	\$1,000,000	4/22/2014	0.240%	\$605
FHLB NOTE **	\$750,408	\$750,000	4/23/2014	0.265%	\$120
FFCB NOTE	\$1,200,000	\$1,200,000	5/1/2014	0.265%	\$802
FFCB NOTE	\$1,000,000	\$1,000,000	5/13/2014	0.200%	\$504
FHLB NOTE	\$1,099,450	\$1,100,000	6/18/2014	0.400%	\$1,109
FFCB NOTE *	\$1,200,000	\$1,200,000	9/18/2014	0.300%	\$306
FFCB NOTE	\$1,200,000	\$1,200,000	9/25/2014	0.270%	\$817
FHLB NOTE	\$1,300,000	\$1,300,000	10/8/2014	0.230%	\$754
FFCB NOTE	\$999,800	\$1,000,000	11/14/2014	0.270%	\$681
FFCB NOTE *	\$1,200,000	\$1,200,000	11/21/2014	0.280%	\$285
FFCB NOTE	\$1,198,956	\$1,200,000	11/24/2014	0.260%	\$786
FFCB NOTE	\$1,199,700	\$1,200,000	12/26/2014	0.270%	\$817
FFCB NOTE	\$1,000,000	\$1,000,000	2/15/2015	0.280%	\$706
FFCB NOTE	\$1,000,000	\$1,000,000	2/25/2015	0.320%	\$807
TREASURY NOTE	\$1,303,495	\$1,300,000	6/15/2015	0.190%	\$7
FHLB NOTE	\$753,559	\$750,000	6/19/2015	0.320%	\$605
FFCB NOTE	\$1,000,200	\$1,000,000	6/24/2015	0.330%	\$832
FFCB NOTE	\$999,850	\$1,000,000	7/13/2015	0.308%	\$413
FFCB NOTE	\$1,003,705	\$1,000,000	9/16/2015	0.335%	\$560
FFCB NOTE	\$1,400,000	\$1,400,000	11/14/2015	0.350%	\$819
FHLB NOTE	\$500,478	\$500,000	11/14/2015	0.300%	\$115

TOTAL INTEREST EARNED ON CITY INVESTMENTS HELD OCTOBER 1, 2013 THROUGH DECEMBER 31, 2013

\$16,271

* EARLY CALL ON INVESTMENT

RECAP OF MARKET VALUES ON CITY OF COLLEYVILLE INVESTMENTS HELD OCTOBER 1 - DECEMBER 31, 2013

INVESTMENT	PURCHASE DATE	MATURITY DATE	PURCHASE PRICE	PAR VALUE	MARKET VALUE @ 9-30-13	LESS MATURITY PROCEEDS	PLUS PERIOD PURCHASES	MARKET VALUE @ 12-31-13
FHLB NOTE	5/3/2012	11/27/2013	\$500,820	\$500,000	\$500,230	\$500,000	N/A	N/A
FHLB NOTE	6/27/2012	12/27/2013	\$1,210,319	\$1,200,000	\$1,202,278	\$1,200,000	N/A	N/A
FFCB NOTE	6/28/2012	2/27/2014	\$1,216,016	\$1,200,000	\$1,205,083	N/A	N/A	\$1,201,823
FHLB NOTE	6/28/2012	6/18/2014	\$1,099,450	\$1,100,000	\$1,101,956	N/A	N/A	\$1,101,186
FHLB NOTE	6/29/2012	12/31/2013	\$1,297,078	\$1,300,000	\$1,300,254	\$1,300,000	N/A	N/A
FFCB NOTE **	9/18/2012	9/18/2014	\$1,200,000	\$1,200,000	\$1,200,029	\$1,200,000	N/A	N/A
FFCB NOTE	9/25/2012	9/25/2014	\$1,200,000	\$1,200,000	\$1,201,691	N/A	N/A	\$1,201,243
FHLB NOTE	10/22/2012	4/22/2014	\$1,000,000	\$1,000,000	\$1,000,759	N/A	N/A	\$1,000,336
FFCB NOTE	11/20/2012	5/1/2014	\$999,780	\$1,000,000	\$1,001,050	N/A	N/A	\$1,000,529
FFCB NOTE **	11/21/2012	11/21/2014	\$1,200,000	\$1,200,000	\$1,200,024	\$1,200,000	N/A	N/A
FFCB NOTE	12/27/2012	12/26/2014	\$1,199,700	\$1,200,000	\$1,200,445	N/A	N/A	\$1,200,013
FFCB NOTE	1/14/2013	11/14/2014	\$999,800	\$1,000,000	\$1,000,593	N/A	N/A	\$1,000,606
FHLB NOTE	1/15/2013	1/29/2014	\$1,002,104	\$1,000,000	\$1,000,967	N/A	N/A	\$1,000,184
FFCB NOTE	2/13/2013	5/13/2014	\$1,000,000	\$1,000,000	\$1,000,530	N/A	N/A	\$1,000,254
FFCB NOTE	2/15/2013	2/12/2015	\$1,000,000	\$1,000,000	\$1,000,322	N/A	N/A	\$1,000,135
FHLB NOTE	4/8/2013	10/8/2014	\$1,299,266	\$1,300,000	\$1,300,722	N/A	N/A	\$1,300,575
FFCB NOTE	6/12/2013	11/24/2014	\$1,198,856	\$1,200,000	\$1,199,959	N/A	N/A	\$1,200,215
FFCB NOTE	6/24/2013	6/24/2015	\$1,000,200	\$1,000,000	\$999,829	N/A	N/A	\$999,807
FFCB NOTE	6/25/2013	2/25/2015	\$1,000,000	\$1,000,000	\$1,000,573	N/A	N/A	\$1,000,700
FHLB NOTE	7/23/2013	6/19/2015	\$753,559	\$750,000	\$754,559	N/A	N/A	\$754,280
FFCB NOTE	8/13/2013	7/13/2015	\$999,850	\$1,000,000	\$999,051	N/A	N/A	\$999,182
FHLB NOTE	11/1/2013	9/15/2015	\$1,003,705	\$1,000,000	N/A	N/A	\$1,000,000	\$1,001,867
FFCB NOTE	11/1/2013	11/14/2015	\$1,400,000	\$1,400,000	N/A	N/A	\$1,400,000	\$1,398,946
FFCB NOTE	12/3/2013	11/14/2015	\$500,478	\$500,000	N/A	N/A	\$500,000	\$499,624
FFCB NOTE	12/31/2013	6/15/2015	\$1,303,495	\$1,300,000	N/A	N/A	\$1,300,000	\$1,302,742
TOTALS					\$22,370,902	\$5,400,000	\$4,200,000	\$21,164,247

** EARLY CALL ON INVESTMENT

LISTING OF INVESTMENTS

BY GENERAL LEDGER

ACCOUNT NUMBER

OUTSTANDING INVESTMENTS AT 12-31-13

ACCOUNT	ALLOCATION OF INVESTMENT	INVESTMENT-G/L TOTAL
001-1172	GENERAL FUND OPERATING	\$8,922,165.91
002-1166	UTILITY DEBT SERVICE RESERVE	\$648,072.20
002-1172	UTILITY FUND OPERATING	\$4,216,044.82
002-1178	CUSTOMER DEPOSITS	\$397,667.35
002-1557	THE RESERVE LIFT STATION	\$62,029.33
003-1180	BEDFORD BRIDGE ESCROW	\$35,936.99
003-1188	TOWN CENTER/HWY26	\$36,283.13
003-1192	MCDONWELL WOODS EST ESCROW	\$10,983.13
003-1200	LONGWOOD-PARKING ESCROW	\$13,363.97
003-1204	BEDFORD LAKES/SOMERSET	\$227,705.11
003-1228	PLEASANT RUN HARDAGE ESTATES/ESC	\$46,796.98
003-1229	GLADE RD SUMMERBROOK	\$56,097.48
003-1231	LAKEWOOD ESCROW	\$26,072.36
003-1236	E. GLADE CRANBROOK ESCROW	\$117,652.91
003-1237	E. GLADE ASHMORE I ESCROW	\$51,849.16
003-1247	GLADE/WAYSIDE ESCROW	\$42,369.17
003-1250	REATA PLACE	\$98,344.35
003-1257	ASHMORE II A GLADE RD ESCROW	\$27,730.00
003-1268	MILL CREEK/ GLADE ESCROW	\$30,168.65
003-1271	ASHMORE III/ GLADE ESCROW	\$63,971.57
003-1278	GLADE RD/ASHMORE IIB ESCROW	\$35,519.75
003-1301	LAKEWOOD PH IV	\$77,585.15
003-1304	VILLAS DEL MAR	\$60,252.07
003-1307	STREET RECONSTRUCTION	\$93,943.37
003-1309	COVENANT CHRISTIAN	\$140,608.29
003-1313	APPLEBEE'S	\$43,797.30
003-1319	REMINGTON PARK	\$27,875.57
003-1323	SHALIMAR	\$69,607.80
003-1325	PECAN GARDENS	\$32,415.39
003-1330	REMINGTON PARK	\$81,134.20
003-1340	CASTLETON MANOR	\$81,366.80
003-1357	CITGO/LD LOCKETT	\$56,741.19
003-1392	CLAIRMONT-PH I	\$104,849.14
003-1404	TANGLEWOOD	\$26,080.00
003-1418	CLAIRMONT-PH II	\$147,153.83
003-1429	WARWICK PARC	\$89,300.02
003-1434	ROCKRIMMON	\$65,177.99
003-1486	CHANEL'S COURT	\$47,929.10
003-1500	SH26 ROW PURCHASES	\$227,626.32
003-1563	VILLAS OF COLLEYVILLE	\$53,016.77
005-1172	VOLUNTARY PARK FUND	\$599,589.18
011-1172	LIBRARY DONATIONS FUND	\$358,328.12
012-1172	PARK LAND DEDICATION FUND	\$1,600,810.85
017-1172	DRAINAGE FUND OPERATING	\$266,898.72
024-1172	CEDC OPERATING	\$500,395.19
026-1172	TIF OPERATING	\$832,681.85
032-1172	CAPITAL EQUIPMENT RESERVE	\$450,000.00
034-1172	COLLEYVILLE TOMORROW	\$375,000.00
PER GENERAL LEDGER		\$21,676,988.53
MARKET VALUE		\$21,664,226.15
VALUE AT MATURITY		\$21,650,000.00
INTEREST RECEIVED TO MATURITY		\$106,001.67

OUTSTANDING INVESTMENTS AT 12-31-13

INVESTMENT	FFCB NOTE	FHLB NOTE	FFCB NOTE	FHLB NOTE	FFCB NOTE	FFCB NOTE	FFCB NOTE
DATE ACQUIRED	28-Jun-12	28-Jun-12	25-Sep-12	22-Oct-12	20-Nov-12	27-Dec-12	14-Jan-13
MATURITY DATE	27-Feb-14	18-Jun-14	25-Sep-14	22-Apr-14	01-May-14	26-Dec-14	14-Nov-14
26 WEEK T-BILL AUCTION DISCOUNT/WEEK OF PURCHASE	0.150%	0.150%	0.140%	0.150%	0.135%	0.130%	0.105%
YIELD TO MATURITY	0.320%	0.400%	0.270%	0.240%	0.265%	0.270%	0.270%
ACCOUNT	ALLOCATION OF INVESTMENT						
001-1172	GENERAL FUND OPERATING	1,216,016.40	600,562.51		500,000.00		999,800.00
002-1168	UTILITY DEBT SERVICE RESERVE						
002-1172	UTILITY FUND OPERATING			578,268.62	3,869.04	499,780.00	
002-1178	CUSTOMER DEPOSITS			165,351.19			
002-1557	THE RESERVE LIFT STATION			62,029.33			
003-1180	BEDFORD BRIDGE ESCROW						
003-1188	TOWN CENTER/HWY26			36,283.13			
003-1192	MCDONWELL WOODS EST ESCROW			10,983.13			
003-1200	LONGWOOD-PARKING ESCROW			13,363.97			
003-1204	BEDFORD LAKES/SOMERSET			227,705.11			
003-1228	PLEASANT RUN HARDAGE ESTATES/ESC						
003-1229	GLADE RD SUMMERBROOK						
003-1231	LAKEWOOD ESCROW			26,072.36			
003-1236	E. GLADE CRANBROOK ESCROW			117,652.91			
003-1237	E. GLADE ASHMORE I ESCROW						
003-1247	GLADE/WAYSIDE ESCROW			42,369.17			
003-1250	REATTI PLACE			98,344.35			
003-1257	ASHMORE II A GLADE RD ESCROW						
003-1268	MILL CREEK/ GLADE ESCROW						
003-1271	ASHMORE III/ GLADE ESCROW						
003-1278	GLADE RD/ASHMORE IIB ESCROW						
003-1301	LAKEWOOD PH IV					77,585.15	
003-1304	VILLAS DEL MAR			60,252.07			
003-1307	STREET RECONSTRUCTION					93,943.37	
003-1309	COVENANT CHRISTIAN						
003-1313	APPLEBEE'S			43,797.30			
003-1319	REMINGTON PARK					27,875.57	
003-1323	SHALIMAR			69,607.80			
003-1325	PECAN GARDENS						
003-1330	REMINGTON PARK						
003-1340	CASTLETON MANOR					81,366.80	
003-1357	CITGO/LD LOCKETT			56,741.19			
003-1392	CLAIRMONT-PH I			104,849.14			
003-1404	TANGLEWOOD			28,080.00			
003-1418	CLAIRMONT-PH II					147,153.83	
003-1429	WARWICK PARC						
003-1434	ROCKRIMMON						
003-1486	CHANEL'S COURT					47,829.10	
003-1500	SH26 ROW PURCHASES						
003-1583	VILLAS OF COLLEYVILLE					53,016.77	
005-1172	VOLUNTARY PARK FUND						
011-1172	LIBRARY DONATIONS FUND		358,328.12				
012-1172	PARK LAND DEDICATION FUND		115,559.37			623,428.03	
017-1172	DRAINAGE FUND OPERATING					47,401.38	
024-1172	CEDC OPERATING						
028-1172	TIF OPERATING			456,380.19			
032-1172	CAPITAL EQUIPMENT RESERVE						
034-1172	COLLEYVILLE TOMORROW		25,000.00				
PER GENERAL LEDGER		\$1,216,016.40	\$1,099,450.00	\$1,200,000.00	\$1,000,000.00	\$999,780.00	\$1,199,700.00
MARKET VALUE		\$1,201,822.80	\$1,101,185.80	\$1,201,243.20	\$1,000,336.00	\$1,000,529.00	\$1,200,013.20
VALUE AT MATURITY		\$1,200,000.00	\$1,100,000.00	\$1,200,000.00	\$1,000,000.00	\$1,200,000.00	\$1,000,000.00
INTEREST RECEIVED TO MATURITY		\$6,407.09	\$8,689.72	\$6,480.00	\$3,596.71	\$3,826.16	\$6,471.12
							\$4,939.97

OUTSTANDING INVESTMENTS AT 12-31-13

INVESTMENT	FHLB NOTE	FFCB NOTE	FFCB NOTE	FHLB NOTE	FFCB NOTE	FFCB NOTE	FFCB NOTE
DATE ACQUIRED	15-Jan-13	12-Feb-13	13-Feb-13	08-Apr-13	12-Jun-13	24-Jun-13	25-Jun-13
MATURITY DATE	29-Jan-14	12-Feb-15	13-May-14	08-Oct-14	24-Nov-14	24-Jun-15	25-Feb-15
26 WEEK T-BILL AUCTION DISCOUNT/WEEK OF PURCHASE	0.105%	0.120%	0.120%	0.095%	0.080%	0.105%	0.105%
YIELD TO MATURITY	0.172%	0.280%	0.200%	0.230%	0.260%	0.320%	0.330%
ACCOUNT	ALLOCATION OF INVESTMENT						
001-1172	GENERAL FUND OPERATING	1,002,104.00	1,000,000.00	650,000.00		450,000.00	999,500.00
002-1166	UTILITY DEBT SERVICE RESERVE			648,072.20			
002-1172	UTILITY FUND OPERATING			154,275.03	448,956.00	1,000,200.00	
002-1178	CUSTOMER DEPOSITS			232,316.16			
002-1557	THE RESERVE LIFT STATION						
003-1180	BEDFORD BRIDGE ESCROW						
003-1188	TOWN CENTER/HWY26						
003-1192	MCDONWELL WOODS EST ESCROW						
003-1200	LONGWOOD-PARKING ESCROW						
003-1204	BEDFORD LAKES/SOMERSET						
003-1228	PLEASANT RUN HARDAGE ESTATES/ESC						
003-1229	GLADE RD SUMMERBROOK			56,097.48			
003-1231	LAKEWOOD ESCROW						
003-1236	E. GLADE CRANBROOK ESCROW						
003-1237	E. GLADE ASHMORE I ESCROW			51,849.16			
003-1247	GLADE/WAYSIDE ESCROW						
003-1250	REATTI PLACE						
003-1257	ASHMORE II A GLADE RD ESCROW			27,730.00			
003-1268	MILL CREEK/ GLADE ESCROW			30,168.65			
003-1271	ASHMORE III/ GLADE ESCROW			63,971.57			
003-1278	GLADE RD/ASHMORE IIB ESCROW			35,519.75			
003-1301	LAKEWOOD PH IV						
003-1304	VILLAS DEL MAR						
003-1307	STREET RECONSTRUCTION						
003-1309	COVENANT CHRISTIAN						
003-1313	APPLEBEE'S						
003-1319	REMINGTON PARK						
003-1323	SHALIMAR						
003-1325	PECAN GARDENS						
003-1330	REMINGTON PARK						
003-1340	CASTLETON MANOR						
003-1357	CITGO/LD LOCKETT						
003-1382	CLAIRMONT-PH I						
003-1404	TANGLEWOOD						
003-1418	CLAIRMONT-PH II						
003-1429	WARWICK PARC						
003-1434	ROCKRIMMON						
003-1488	CHANEL'S COURT						
003-1500	SH26 ROW PURCHASES						
003-1563	VILLAS OF COLLEYVILLE						
005-1172	VOLUNTARY PARK FUND				200,000.00		
011-1172	LIBRARY DONATIONS FUND						
012-1172	PARK LAND DEDICATION FUND				100,000.00		
017-1172	DRAINAGE FUND OPERATING						
024-1172	CEDC OPERATING						
028-1172	TIF OPERATING						
032-1172	CAPITAL EQUIPMENT RESERVE						
034-1172	COLLEYVILLE TOMORROW			350,000.00			
PER GENERAL LEDGER		\$1,002,104.00	\$1,000,000.00	\$1,000,000.00	\$1,300,000.00	\$1,198,956.00	\$1,000,200.00
MARKET VALUE		\$1,000,184.00	\$1,000,135.00	\$1,000,254.00	\$1,300,574.60	\$1,200,214.80	\$999,807.00
VALUE AT MATURITY		\$1,000,000.00	\$1,000,000.00	\$1,000,000.00	\$1,300,000.00	\$1,200,000.00	\$1,000,000.00
INTEREST RECEIVED TO MATURITY		\$1,788.07	\$5,600.00	\$2,487.67	\$4,489.10	\$4,532.15	\$6,399.20

OUTSTANDING INVESTMENTS AT 12-31-13

INVESTMENT	FHLB NOTE	FFCB NOTE	FHLB NOTE	FFCB NOTE	FFCB NOTE	TREASURY NOTE	TREASURY NOTE
DATE ACQUIRED	23-Jul-13	13-Aug-13	01-Nov-13	01-Nov-13	03-Dec-13	31-Dec-13	31-Dec-13
MATURITY DATE	19-Jun-15	13-Jul-15	16-Sep-15	14-Nov-15	14-Nov-15	15-Jul-15	15-Jun-15
26 WEEK T-BILL AUCTION DISCOUNT/WEEK OF PURCHASE	0.070%	0.075%	0.080%	0.080%	0.100%	0.090%	0.090%
YIELD TO MATURITY	0.320%	0.308%	0.335%	0.350%	0.300%	0.200%	0.190%
ACCOUNT	ALLOCATION OF INVESTMENT						
001-1172	GENERAL FUND OPERATING		1,003,705.00		500,478.00		
002-1166	UTILITY DEBT SERVICE RESERVE						
002-1172	UTILITY FUND OPERATING		230,846.13	999,850.00	300,000.00		
002-1178	CUSTOMER DEPOSITS						
002-1557	THE RESERVE LIFT STATION						
003-1180	BEDFORD BRIDGE ESCROW						35,936.99
003-1188	TOWN CENTER/HWY26						
003-1192	MCDONWELL WOODS EST ESCROW						
003-1200	LONGWOOD-PARKING ESCROW						
003-1204	BEDFORD LAKES/SOMERSET						
003-1228	PLEASANT RUN HARDAGE ESTATES/ESC						46,796.98
003-1229	GLADE RD SUMMERBROOK						
003-1231	LAKEWOOD ESCROW						
003-1236	E. GLADE CRANBROOK ESCROW						
003-1237	E. GLADE ASHMORE I ESCROW						
003-1247	GLADE/WAYSIDE ESCROW						
003-1250	REATTA PLACE						
003-1257	ASHMORE II A GLADE RD ESCROW						
003-1268	MILL CREEK/ GLADE ESCROW						
003-1271	ASHMORE III/ GLADE ESCROW						
003-1278	GLADE RD/ASHMORE IIB ESCROW						
003-1301	LAKEWOOD PH IV						
003-1304	VILLAS DEL MAR						
003-1307	STREET RECONSTRUCTION						
003-1309	COVENANT CHRISTIAN		140,608.29				
003-1313	APPLEBEE'S						
003-1319	REMINGTON PARK						
003-1323	SHALIMAR						
003-1325	PECAN GARDENS						32,415.39
003-1330	REMINGTON PARK						81,134.20
003-1340	CASTLETON MANOR						
003-1357	CITIGOLD LOCKETT						
003-1392	CLAIRMONT-PH I						
003-1404	TANGLEWOOD						
003-1418	CLAIRMONT-PH II						
003-1429	WARWICK PARC		89,300.02				
003-1434	ROCKRIMMON		65,177.99				
003-1486	CHANEL'S COURT						
003-1500	SH26 ROW PURCHASES		227,626.32				
003-1563	VILLAS OF COLLEYVILLE						
005-1172	VOLUNTARY PARK FUND			200,000.00			199,589.18
011-1172	LIBRARY DONATIONS FUND						
012-1172	PARK LAND DEDICATION FUND			300,000.00			461,823.45
017-1172	DRAINAGE FUND OPERATING			150,000.00			69,497.34
024-1172	CEDC OPERATING					500,395.19	
026-1172	TIF OPERATING						376,301.66
032-1172	CAPITAL EQUIPMENT RESERVE			450,000.00			
034-1172	COLLEYVILLE TOMORROW						
PER GENERAL LEDGER	\$753,558.75	\$999,850.00	\$1,003,705.00	\$1,400,000.00	\$500,478.00	\$500,395.19	\$1,303,495.19
MARKET VALUE	\$754,280.25	\$999,182.00	\$1,001,867.00	\$1,398,945.80	\$499,623.50	\$499,980.50	\$1,302,741.70
VALUE AT MATURITY	\$750,000.00	\$1,000,000.00	\$1,000,000.00	\$1,400,000.00	\$500,000.00	\$500,000.00	\$1,300,000.00
INTEREST RECEIVED TO MATURITY	\$4,576.64	\$5,895.81	\$6,278.90	\$9,974.52	\$2,921.92	\$1,536.99	\$3,593.34

CDARS CERTIFICATE OF DEPOSIT ALLOCATION

CDARS CERTIFICATES OF DEPOSIT

FUND ALLOCATION	AMOUNT	PURCHASE DATE	MATURITY DATE	INTEREST RATE	INTEREST EARNED DURING QUARTER
UTILITY FUND	\$504,557.93	8/1/2013	7/31/2014	0.45%	\$572.29
GENERAL FUND	\$504,362.98	6/27/2013	6/26/2014	0.30%	\$381.38
GENERAL FUND	\$503,750.22	3/28/2013	3/28/2014	0.30%	\$380.92
GENERAL FUND	\$1,512,289.06	9/26/2013	9/25/2014	0.22%	\$838.60
GENERAL FUND	\$500,000.00	9/26/2012	9/25/2014	0.50%	\$630.14
GENERAL FUND	\$501,745.31	9/26/2013	9/25/2014	0.30%	\$379.40
TOTAL	\$4,026,705.50				\$2,173.19

LOGIC INVESTMENT POOL ALLOCATION

AND GENERAL INFORMATION

LOCAL GOVERNMENT INVESTMENT COOPERATIVE / "LOGIC"
ACCOUNT ALLOCATION AT DECEMBER 31, 2013

ACCT #	DESCRIPTION	BALANCE
<i>GENERAL FUND</i>		
001.1115	GENERAL OPERATING	\$323,390.37
<i>UTILITY FUND</i>		
002.1115	UTILITY OPNS	\$2,116,395.37
002.1116	IMPACT FEES WATER	\$954,505.14
002.1130	UTILITY INTEREST & SINKING FUND	\$782,643.18
002.1294	IMPACT FEES SEWER	\$534,870.70
<i>CAPITAL PROJECTS FUND</i>		
003.1113	IMPACT FEES/SA I	\$21,172.82
003.1508	MICRO-RESURFACING	\$304,101.09
003.1509	STREET RESURFACING	\$1,622,862.25
<i>DEBT SERVICE FUND</i>		
004.1115	DEBT SERVICE OPERATING	\$924,135.89
<i>DRAINAGE FUND</i>		
017.1115	DRAINAGE OPERATING	\$606,704.94
017.1159	DRAINAGE INT & SINKING FUND	\$233,632.25
017.1380	2001 DRAINAGE BONDS	\$2,323.70
<i>TIF FUND</i>		
026.1115	TIF OPERATING	\$10,057,146.16
026.1383	2001 TIF BONDS	\$183,114.18
<i>CCCPD FUND</i>		
027.1115	CCCPD OPERATING	\$908,620.11
027.1147	99 POLICE/COURT BLDG FUND	\$3,862.81
<i>SALES TAX INCENTIVE AGREEMENT FUND</i>		
031.1115	SALES TAX INCENTIVE AGREEMENT OPERATING	\$418,841.50
<i>CAPITAL EQUIPMENT REPLACEMENT FUND</i>		
032.1115	CAPITAL EQUIPMENT REPLACEMENT FUND	\$281,724.83
<i>COLLEYVILLE TOMORROW FUND</i>		
034.1115	COLLEYVILLE TOMORROW FUND	\$1,867,376.40
<i>PARKS TOMORROW FUND</i>		
035.1115	PARKS TOMORROW FUND	\$1,217,179.37
<i>STRATEGIC INITIATIVES FUND</i>		
036.1115	STRATEGIC INITIATIVES FUND	\$295,709.42
TOTAL LOGIC POOL BALANCE		<u>\$23,660,312.48</u>



LOGIC Newsletter

December 2013

Performance

As of December 31, 2013

Current Invested Balance	\$2,921,403,267.91
Weighted Average Maturity (1)*	48 Days
Weighted Average Maturity (2)*	51 Days
Net Asset Value	1.000068
Total Number of Participants	461
Management Fee on Invested Balance	0.0875%
Interest Distributed	\$388,123.15
Management Fee Collected	\$185,258.41
% of Portfolio Invested Beyond 1 Year	0.00%
Standard & Poor's Current Rating	AAAm

December Averages:

Average Invested Balance	\$2,488,211,228.81
Average Monthly Yield, on a simple basis	0.0965%
Average Weighted Average Maturity (1)*	54 Days
Average Weighted Average Maturity (2)*	58 Days

* Definition of Weighted Average Maturity (1) & (2)

- (1) This weighted average maturity calculation uses the SEC Rule 2a-7 definition for stated maturity for any floating rate instrument held in the portfolio to determine the weighted average maturity for the pool. This Rule specifies that a variable rate instrument to be paid in 397 calendar days or less shall be deemed to have a maturity equal to the period remaining until the next readjustment of the interest rate.
- (2) This weighted average maturity calculation uses the final maturity of any floating rate instruments held in the portfolio to calculate the weighted average maturity for the pool.

Rates reflect historical information and are not an indication of future performance.

Economic Commentary

The quarter had an unpromising start, with a federal government shutdown and threats of a debt ceiling breach. Consumer confidence initially plunged; and many feared a sizable economic downturn, including the Fed, as evidenced by their reluctance to taper asset purchases in September. However, these fears proved unwarranted as the economy, led by the consumer, strengthened. Labor markets steadily improved heading into the end of the year. The unemployment rate fell to 7.0%, equity markets hit new record highs, with the S&P 500 Index gaining 30% and the Dow climbing 27% in 2013. The Fed announced on December 18th that it would start to taper its asset purchase program by \$10 billion per month, \$5 billion less in Treasury securities and \$5 billion less in agency MBS starting in January 2014. The tapering announcement was broadly welcomed by equity investors as the decision was a positive signal about the strength of the U.S. economy and a return to more normal monetary policy. The expectations continue to be for subtrend global growth over the next three to six months, but the possibility of above-trend growth in the U.S. has grown. Consumption, investment and diminishing government restraint are leading the U.S. recovery and helping to bring down unemployment. The ongoing improvement in housing is also encouraging. The risks to bond markets have increased moderately. If growth and inflation pressures accelerate at a rate that leads the Fed to consider raising the fed funds target, then a sharp upward move in front-end yields will likely lead to larger bond losses.

This information is an excerpt from an economic report dated December 2013 provided to LOGIC by JPMorgan Asset Management, Inc., the investment manager of the LOGIC pool.

Investment Forums

LOGIC and First Southwest were pleased to offer three Participant Investment Forums in Arlington, Austin and Houston in December. These events included several notable speakers who addressed current regulatory and market topics that enabled our participants to be ahead of the curve on many upcoming issues. We would like to thank our LOGIC Board members who participated in these events in the various locations –Governing Board members Judd Sanderson with North Texas Municipal Water District and Sandy Newby with Tarrant Regional Water District who participated at our Arlington conference and Wes Vela with City of Missouri City who participated at our Houston conference. We enjoyed seeing our participants at these 2013 events and look forward to expanding these conferences in the future to reach our participants in other areas of the State.

News

New Participants

We would like to welcome the following entity who joined the LOGIC program in December:

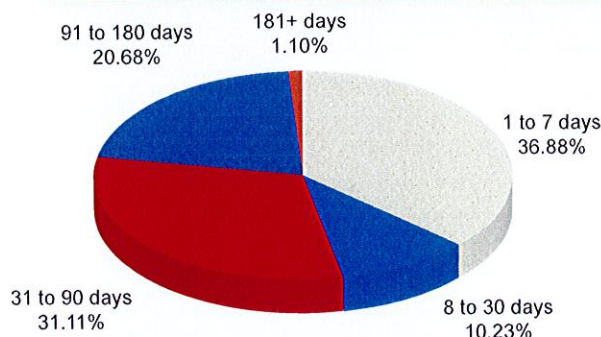
- ★ Town of Lakeside

Holiday Reminder

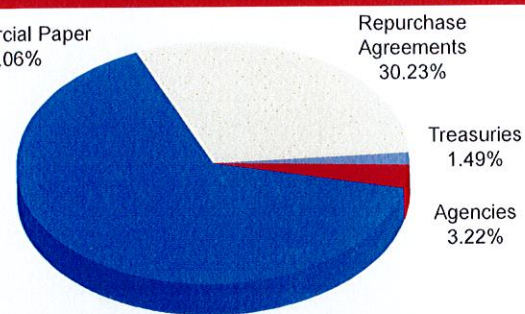
In observance of Martin Luther King Jr. holiday, **LOGIC will be closed Monday, January 20, 2014.** All ACH transactions initiated on Friday, January 17th will settle on Tuesday, January 21st.

In observance of Presidents' Day, **LOGIC will be closed Monday, February 17, 2014.** All ACH transactions initiated on Friday, February 14th will settle on Tuesday, February 18th.

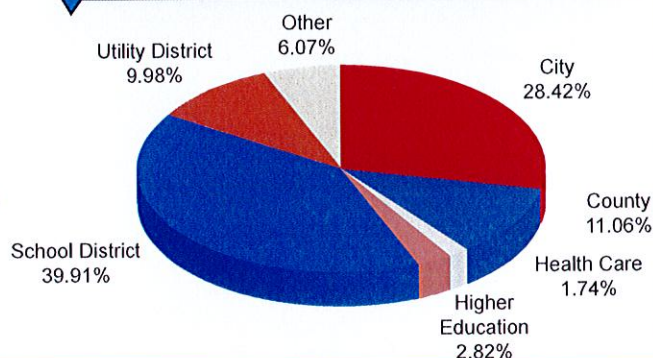
Portfolio by Type of Investment As of December 31, 2013



Commercial Paper
65.06%



Portfolio by Maturity As of December 31, 2013



Distribution of Participants by Type As of December 31, 2013

Historical Program Information

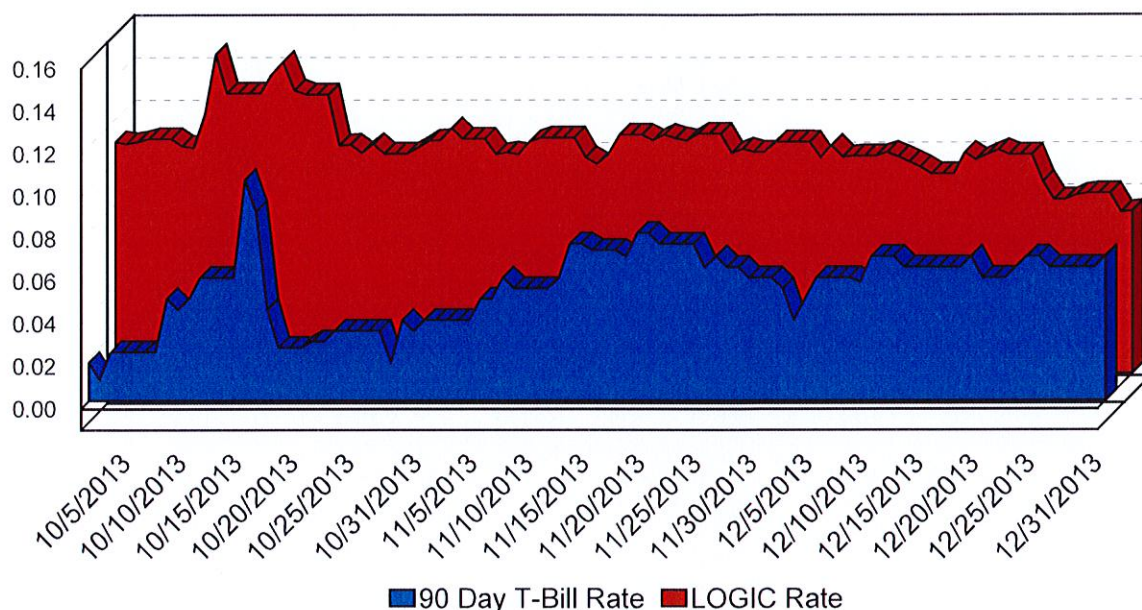
Month	Average Rate	Book Value	Market Value	Net Asset Value	WAM (1)*	WAM (2)*	Number of Participants
Dec 13	0.0965%	\$2,921,403,267.91	\$2,921,614,572.98	1.000068	54	58	461
Nov 13	0.1085%	2,296,577,540.51	2,296,787,500.24	1.000087	57	63	460
Oct 13	0.1183%	2,396,619,880.39	2,396,833,669.59	1.000089	57	63	460
Sep 13	0.1125%	2,315,505,671.90	2,315,692,920.50	1.000080	57	62	459
Aug 13	0.1053%	2,241,818,554.65	2,241,919,096.89	1.000037	57	61	459
Jul 13	0.1107%	2,475,457,138.23	2,475,581,364.17	1.000050	53	57	458
Jun 13	0.1264%	2,478,319,009.61	2,478,371,853.17	1.000021	56	59	456
May 13	0.1320%	2,713,076,330.17	2,713,270,235.28	1.000071	53	54	454
Apr 13	0.1457%	3,092,146,941.09	3,092,356,673.37	1.000067	56	58	453
Mar 13	0.1540%	3,225,167,330.30	3,225,360,648.11	1.000059	55	58	452
Feb 13	0.1543%	3,374,642,633.05	3,374,901,165.62	1.000076	56	60	450
Jan 13	0.1553%	3,529,376,299.19	3,529,647,746.04	1.000076	53	59	448

Portfolio Asset Summary as of December 31, 2013

	Book Value	Market Value
Uninvested Balance	\$ (201.06)	\$ (201.06)
Accrual of Interest Income	175,927.83	175,927.83
Interest and Management Fees Payable	(463,535.28)	(463,535.28)
Payable for Investment Purchased	0.00	0.00
Receivable for Investment Sold	0.00	0.00
Repurchase Agreements	883,352,000.00	883,352,000.00
Commercial Paper	1,885,982,829.19	1,886,158,516.59
Government Securities	152,356,247.23	152,391,864.90
Total	\$ 2,921,403,267.91	\$2,921,614,572.98

Market value of collateral supporting the Repurchase Agreements is at least 102% of the Book Value. The portfolio is managed by J.P. Morgan Chase & Co. and the assets are safekept in a separate custodial account at the Federal Reserve Bank in the name of LOGIC. The only source of payment to the Participants are the assets of LOGIC. There is no secondary source of payment for the pool such as insurance or guarantee. Should you require a copy of the portfolio, please contact LOGIC Participant Services.

LOGIC versus 90-Day Treasury Bill



This material is for information purposes only. This information does not represent an offer to buy or sell a security. The above rate information is obtained from sources that are believed to be reliable; however, its accuracy or completeness may be subject to change. The LOGIC management fee may be waived in full or in part at the discretion of the LOGIC co-administrators and the LOGIC rate for the period shown reflects waiver of fees. This table represents historical investment performance/return to the customer, net of fees, and is not an indication of future performance. An investment in the security is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. Although the issuer seeks to preserve the value of an investment at \$1.00 per share, it is possible to lose money by investing in the security. Information about these and other program details are in the fund's Information Statement which should be read carefully before investing. The yield on the 90-Day Treasury Bill ("T-Bill Yield") is shown for comparative purposes only. When comparing the investment returns of the LOGIC pool to the T-Bill Yield, you should know that the LOGIC pool consists of allocations of specific diversified securities as detailed in the respective Information Statements. The T-Bill Yield is taken from Bloomberg Finance L.P. and represents the daily closing yield on the then current 90-day T-Bill.

Daily Summary for December 2013

Date	Mny Mkt Fund Equiv. [SEC Std.]	Daily Allocation Factor	LOGIC Invested Balance	Market Value Per Share	WAM Days (1)*	WAM Days (2)*
12/1/2013	0.1092%	0.000002991	\$2,296,577,540.51	1.000087	54	59
12/2/2013	0.1091%	0.000002989	\$2,328,205,040.50	1.000094	54	58
12/3/2013	0.1018%	0.000002789	\$2,363,535,610.29	1.000086	54	58
12/4/2013	0.1075%	0.000002946	\$2,370,243,476.24	1.000089	57	61
12/5/2013	0.1021%	0.000002797	\$2,398,456,889.50	1.000087	58	62
12/6/2013	0.1025%	0.000002808	\$2,405,537,660.29	1.000076	57	61
12/7/2013	0.1025%	0.000002808	\$2,405,537,660.29	1.000076	57	61
12/8/2013	0.1025%	0.000002808	\$2,405,537,660.29	1.000076	57	61
12/9/2013	0.1042%	0.000002855	\$2,399,274,054.33	1.000089	59	64
12/10/2013	0.1022%	0.000002799	\$2,398,056,698.13	1.000088	59	63
12/11/2013	0.0998%	0.000002734	\$2,402,325,896.44	1.000086	58	62
12/12/2013	0.0973%	0.000002666	\$2,431,894,670.15	1.000087	57	61
12/13/2013	0.0941%	0.000002579	\$2,436,741,808.10	1.000078	55	59
12/14/2013	0.0941%	0.000002579	\$2,436,741,808.10	1.000078	55	59
12/15/2013	0.0941%	0.000002579	\$2,436,741,808.10	1.000078	55	59
12/16/2013	0.1041%	0.000002852	\$2,456,563,341.64	1.000082	57	61
12/17/2013	0.1008%	0.000002761	\$2,472,721,370.34	1.000082	57	61
12/18/2013	0.1032%	0.000002828	\$2,443,712,455.53	1.000083	57	61
12/19/2013	0.1053%	0.000002886	\$2,409,225,982.03	1.000083	58	62
12/20/2013	0.1032%	0.000002827	\$2,424,912,520.96	1.000074	54	58
12/21/2013	0.1032%	0.000002827	\$2,424,912,520.96	1.000074	54	58
12/22/2013	0.1032%	0.000002827	\$2,424,912,520.96	1.000074	54	58
12/23/2013	0.0904%	0.000002476	\$2,497,229,285.28	1.000080	53	57
12/24/2013	0.0820%	0.000002247	\$2,631,313,201.57	1.000073	50	53
12/25/2013	0.0820%	0.000002247	\$2,631,313,201.57	1.000073	50	53
12/26/2013	0.0841%	0.000002305	\$2,648,505,907.03	1.000076	49	52
12/27/2013	0.0849%	0.000002326	\$2,687,492,181.81	1.000066	46	49
12/28/2013	0.0849%	0.000002326	\$2,687,492,181.81	1.000066	46	49
12/29/2013	0.0849%	0.000002326	\$2,687,492,181.81	1.000066	46	49
12/30/2013	0.0760%	0.000002081	\$2,769,937,690.79	1.000072	47	50
12/31/2013	0.0765%	0.000002095	\$2,921,403,267.91	1.000068	48	51
Average	0.0965%	0.000002644	\$2,488,211,228.81		54	58

LOGIC Participant Services
c/o First Southwest Asset Management, Inc.
325 North St. Paul Street, Suite 800
Dallas, TX 75201



LOGIC Board

LOGIC Board Members

Philip G. Roberson	Arlington ISD	Board President
Fred L. Werner	Municipal Finance Director	Board Vice President
Judd R. Sanderson	North Texas Municipal Water District	Board Treasurer / Investment Officer
Sandra Newby	Tarrant Regional Water District	Board Member
Wes Vela	City of Missouri City	Board Member

Contacts

For more information contact LOGIC Participant Services ★ 1-800-895-6442 ★ www.logic.org



J.P.Morgan
Asset Management



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-3

Agenda Date 02/04/2014

Type Pre Council

Department City Secretary

Title

Discussion of February 4, 2014 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 02/04/2014

Type Executive Session

Department City Secretary

Title

Section 551.071 - Legal - Consultation with attorney on legal issues raised by public hearing or action items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding pending litigation - Moxie Pest Services - Dallas, LLC v. City of Colleyville

Section 551.071 - Legal - Consultation with attorney regarding solicitor ordinance

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

Section 551.087 - Economic Development - Discuss or deliberate regarding commercial or financial information that the City has received from business prospects that 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-14-3714

**A RESOLUTION APPROVING CITY COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF FEBRUARY 4, 2014**

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 the following actions of the City Council are hereby adopted and approved:

a. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 3

Agenda Date 02/04/2014

Type Announcements, Proclamations and Presentations

Department Colleyville Center

Title

Proclamation in recognition of the Colleyville Garden Club donations of three Lyman Whitaker wind sculptures and five Nellie R. Stevens' Holly trees and decorative pots - Mayor David Kelly, Library, Parks and Recreation Director Mary Rodne, and Colleyville Center Manager Leslie Hill

Presentation of the Colleyville Chamber of Commerce Chairman's Award to the City of Colleyville - 2013 Chairwoman of the Board of Directors Cecilia Monacelli and Mayor David Kelly

Attachments

1. Proclamation in recognition of the Colleyville Garden Club for donations to the City

Proclamation

CITY OF

Colleyville,
Texas

WHEREAS: the Colleyville Garden Club is organized to promote interest in all phases of gardening, horticultural education, civic beautification, and conservation of natural resources; and

WHEREAS, the Colleyville Garden Club adheres to the objectives of the National Garden Clubs, Inc. by providing education, resources and networking opportunities for members to promote the love of gardening, floral design, and civic and environmental responsibility; and

WHEREAS, the Colleyville Garden Club aids in the protection and conservation of natural resources, actively promotes and participates in civic beautification, and encourages the improvement of roadsides and parks; and

WHEREAS, in May and November 2013, the Colleyville Garden Club generously donated three Lyman Whitaker wind sculptures to be placed at Bransford Park and five Nellie R. Stevens' Holly trees and decorative pots to the Colleyville Center for placement at the Garden Plaza "Balustrada".

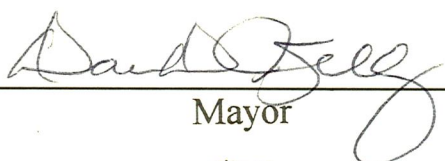
NOW, THEREFORE, I, DAVID KELLY, MAYOR OF THE CITY OF COLLEYVILLE, TEXAS, on behalf of the City Council and citizens of Colleyville, do hereby recognize and express our appreciation to the

COLLEYVILLE GARDEN CLUB

and encourage our citizens to visit City facilities and enjoy the many contributions made by the Colleyville Garden Club.

IN WITNESS WHEREOF, I do hereby set my hand and seal of the City of Colleyville, Texas, affixed this 4th day of February 2014.





Mayor



RESOLUTION R-14-3715

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
FEBRUARY 4, 2014**

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 January 21, 2014
 - b. Approval of a construction contract with 3D Paving and Contracting, LLC, for the Fiscal Year 2014 Miscellaneous Concrete Repair Contract, in an amount not to exceed \$403,250, with an option to renew four additional years, and authorize the city manager to execute the contract

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Minutes - Draft

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Tuesday, January 21, 2014

City Council Chambers

Mayor David Kelly called the Pre Council meeting of the Colleyville City Council to order on January 21, 2014, at 5:35 p.m.

ROLL CALL: Mayor David Kelly, Mayor Pro Tem Mike Taylor and Councilmembers Carol Wollin, Chuck Mogged, Stan Hall, Jody Short, and Tom Hart.

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Police Chief Mike Holder, Captain Robert Hinton, Lieutenant Scotty Graves, Fire Chief Brian Riley, Economic Development Director Marty Wieder, Parks and Recreation and Library Director Mary Rodne, Human Resources Director Michelle Reyes, Colleyville Center Manager Leslie Hill, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Field Operations Manager Ken Tywater, Management Analyst James Hubbard, Development Engineer Dan Hartman, Finance Manager Karen Hines, Community Development Director Ron Ruthven, Development Coordinator Mary Elliott, Communications and Marketing Director Mona Gandy, Parks Superintendent Tim Hightshoe, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Matthew Boyle, and City Secretary Amy Shelley.

PC-1 Presentation of the 2013 Annual Crime Report

Police Chief Mike Holder presented this item and briefed City Council.

Mayor Kelly questioned staff regarding the Part 1 Offenses, are any offenses weighed differently than others? Chief Holder replied they are weighted exactly the same; a murder counts the same as a stolen potted plant.

Mayor Pro Tem Taylor questioned staff regarding if aggravated assault is with a weapon. Chief Holder replied yes.

Mayor Pro Tem Taylor questioned staff regarding if the robberies took place in commercial locations versus residential locations. Chief Holder replied yes.

Councilmember Mogged questioned staff regarding if cleared means that someone was apprehended and charged with the crime. Chief Holder replied yes.

Councilmember Hall questioned staff regarding the location east of Cheek-Sparger and Jackson, what caused this increase? Chief Holder replied there were a few burglaries of motor vehicles in this area.

Councilmember Hall stated the crime has increased in his neighborhood, because of the new construction.

Councilmember Wollin questioned staff regarding the locations with no color on the exhibit. Chief Holder replied there were no offenses committed.

PC-2 Update on Public Infrastructure

Public Works Director Bob Lowry presented this item and briefed City Council.

Councilmember Mogged questioned staff regarding the life expectancy of the pipes. Director Lowry explained the life expectancy of the different types of pipes.

Councilmember Hart questioned staff regarding where the most aging lines are located. Director Lowry replied staff knows where some are located, however, not where all of them are located.

Mayor Pro Tem Taylor questioned staff regarding why a water pipe has a lifespan through 30 years; however, the sewer pipes do not, especially since they do not experience the water pressure. Director Lowry stated most of the sewer pipe issues are related to tree roots.

Councilmember Hart questioned staff regarding if the 99 Cent Store break happened over a period of time. Director Lowry replied yes.

Councilmember Hart stated the water, a valuable resource, was lost. Director Lowry stated the break got to a point where it became an emergency repair, and therefore, left the 99 Cent Store without water for a period of time.

Councilmember Mogged questioned staff regarding the cost to fix the breaks as an emergency repair versus a planned repair. Director Lowry replied it depends on the magnitude of the repair. He stated most of the time contractors are hired to fix the major repairs, since the City does not have the manpower available to fix those types of repairs.

Councilmember Wollin questioned staff regarding if the five year updates to the plan could be done in-house, rather than by consultants. Director Lowry replied no, especially since the modelling will have to be adjusted; however, it will not be as expensive for the updates.

Mayor Kelly questioned staff regarding if it is more economical to combine this study with the drainage plan. Director Lowry replied no, especially since it is a different methodology.

Councilmember Short questioned staff regarding if this is a different level of effort compared to the Impact Fee Study for the Capital Improvement Plan. Director

Lowry stated the comprehensive Capital Improvement Plan (CIP) was done without the Impact Fee Study; therefore, the consultants used the best information staff could provide to them. He stated this study will put the City in a better situation for the future updates.

Mayor Kelly stated staff does not know where everything is in the ground, or the quality of such.

Councilmember Hart stated the City paid for a study on streets, which gave the roadmap for taking care of such. He further questioned staff regarding the cost of that study? Director Lowry replied \$50-60,000.

Mayor Pro Tem Taylor questioned staff regarding how they will find out exactly what is in the ground. Director Lowry then explained the technology available today using cameras for looking underground.

Mayor Pro Tem Taylor questioned staff regarding if the technology will map the location and elevation of the pipes. Director Lowry explained if the equipment is calibrated to do such, yes.

Mayor Pro Tem Taylor questioned staff regarding how long this study will take. Director Lowry replied approximately six months.

Mayor Pro Tem Taylor questioned staff regarding if there are quality consultants available, so that this is not going to have to be done again. Director Lowry replied yes.

Mayor Pro Tem Taylor questioned staff regarding if their references have been checked. Director Lowry replied yes.

Mayor Pro Tem Taylor questioned staff regarding how this study will be funded. Director Lowry replied using water and sewer impact fees.

Mayor Pro Tem Taylor stated having concerns for committing these funds for this study, in the event something else comes up. Director Lowry stated there are legal constraints on impact fees, which only allow for the spending of those funds on certain items.

Mayor Pro Tem Taylor questioned staff regarding what these funds can be used for. Director Lowry replied these funds can pay for studies such as this, or repair, or to up-size pipes on the master plan.

Mayor Pro Tem Taylor questioned staff regarding the plan for moving forward to integrate the new water and sewer lines into this existing study. Director Lowry replied developers are required to give the GPS coordinates of the lines they have installed, as well as a set of as-built plans.

Mayor Pro Tem Taylor questioned staff regarding if this policy is currently in place. Director Lowry replied yes.

Mayor Pro Tem Taylor questioned staff regarding the modelling; will there be redundancies to allow for needs in other areas? Director Lowry replied part of the survey will determine exactly what the City has and to see if areas need to be re-routed.

Mayor Kelly stated the current water system may not supply the needs required for a new subdivision, and this study will show us what is needed.

Mayor Pro Tem Taylor stated for the cost of this study, it needs to be a usable document. Mayor Kelly concurred.

Mayor Pro Tem Taylor questioned staff regarding if this document will be electronic. Director Lowry replied yes.

Councilmember Mogged stated this appears to be a basic necessity to move forward with the City's aging infrastructure. He questioned staff regarding if they have confidence in the consultant to provide the proper information. Director Lowry replied yes.

Mayor Pro Tem Taylor questioned staff regarding if this study will have to go out for bid. Director Lowry replied no, it is a professional services agreement.

Mayor Kelly questioned City Council regarding if they are comfortable with moving forward. Councilmembers concurred.

Councilmember Hall questioned staff regarding if the new street software has been demonstrated to City Council. Director Lowry replied no, however, staff can provide updated information to City Council early to late summer.

PC-3 Discuss the selection of a date for a City Council worksession to discuss the preliminary design for the Glade Road project and the development review process

PC-4 Discuss the March 4, 2014 City Council meeting date

Mayor Kelly discussed items PC-3 and PC-4 at the same time. He stated the worksession could count as a regular meeting.

Councilmember Mogged questioned staff regarding if the moving of the meeting would effect any zoning cases. City Manager Jennifer Fadden explained there is one zoning case due for a second reading on March 4; however, this case is going to be re-noticed anyway, since the applicant has requested a delay.

Councilmembers agreed that Monday, March 3, 2014 would work for a worksession date.

PC-5 Presentation of the Monthly Financial Report - December 2013

There was no discussion needed for this item.

PC-6 Discussion of the January 21, 2014, City Council regular agenda items

Mayor Kelly questioned staff regarding if staff has had the opportunity to review the exhibit for item 5a. Fire Chief Brian Riley replied he has not had an opportunity to review the exhibit.

Mayor Kelly suggested continuing item 5a to the next meeting to allow staff the opportunity to review the exhibit. Councilmembers concurred.

Mayor Kelly adjourned the Pre Council meeting at 6:33 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Kelly at 7:55 p.m.

ROLL CALL: Mayor David Kelly, Mayor Pro Tem Mike Taylor and Councilmembers Carol Wollin, Chuck Mogged, Stan Hall, Jody Short, and Tom Hart.

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Police Chief Mike Holder, Captain Robert Hinton, Fire Chief Brian Riley, Code Enforcement Officer Ky Roby, Economic Development Director Marty Wieder, Human Resources Director Michelle Reyes, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Community Development Director Ron Ruthven, Planning and Development Coordinator Mary Elliott, Communications and Marketing Director Mona Gandy, Information Systems Manager Chris Pena, City Attorney Matthew Boyle, and City Secretary Amy Shelley.

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 public hearing or action items on the agenda

Section 551.071 - Legal - Consultation with attorney regarding pending litigation - Moxie Pest Services - Dallas, LLC v. City of Colleyville

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

Section 551.087 – Economic Development - Discuss or deliberate regarding commercial or financial information that the City has received from business prospects that 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

Mayor Kelly explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 6:33 p.m. and reconvened at 6:34 p.m.

INVOCATION: Pastor Kyle Bauman, Bear Valley Church

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

2. EXECUTIVE SESSION: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - Resolution R-14-3711

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 Kelly announced the State of the City event to be held on Thursday, January 23, 2014 at Colleyville Center.

Mayor Kelly stated the deadline for the 2014 Citizen Survey is January 31, 2014.

Recognition of service to a City Board, Commission, or Committee

Mayor Kelly recognized Jennifer Bosley and Deena Dendy for service on City committees.

In recognition of Colleyville's featured business - Luxor Custom Jewelers, 75 Main Street, Suite 100, Waguih Guirguis, President/Owner - Mayor David Kelly and Economic Development Director Marty Wieder

Mayor Kelly and Economic Development Director Marty Wieder recognized Luxor Custom Jewelers as the featured Colleyville business. Mr. Guirguis thanked Mayor Kelly and Director Wieder.

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3712

- 4a** Approval of the minutes of the regular City Council meeting of January 7, 2014
- 4b** Approval to purchase one (1) Peterbilt Model 348 tandem axle dump truck from Rush Trucking Center, through the Texas Local Government Purchasing Cooperative (Buy Board), in an amount not to exceed \$108,078, and authorize the city manager to execute the contract

Mayor Kelly read Resolution R-14-3712 in its entirety.

Mayor Pro Tem Taylor questioned staff regarding the credit listed in the price quotation for the dump truck body. Public Works Director Bob Lowry stated the credit is for the allowance of a smaller truck and there are other minor modifications. He further explained the need for a smaller truck versus the need for a larger truck.

Councilmember Mogged stated he would like the minutes to clarify the "white paper" listed for PC-1 to reflect that he would like this document to be reviewed by City Council prior to its release to the general public.

Mayor Kelly opened the public hearing at 8:12 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:12 p.m.

Mayor Pro Tem Taylor moved to approve Resolution R-14-3712 with the correction to the minutes. Councilmember Mogged seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Stan Hall, Jody Short, and Tom Hart

5. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**5a Ordinance O-14-1904**

Consideration of a request for a zoning change from the AG-Agricultural zoning district to the PUD-C-Planned Unit Development Commercial zoning district on 2.8 acres out of the J.L. Byas Survey, Abstract 180, located at 1603 and 1605 Hall-Johnson Road, Case ZC13-020

Mayor Kelly read the caption of Ordinance O-14-1904 in its entirety.

Community Development Director Ron Ruthven presented this item and briefed City Council. He stated staff has not had an opportunity to review the additional plan submitted today; therefore, City Council may consider continuing this item to the next meeting for the allowance of time for staff's review.

Mayor Kelly opened the public hearing at 8:20 p.m.

Thomas Monks, 1603 Hall-Johnson Road, came forward to present this item and brief City Council.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:22 p.m.

Mayor Kelly stated staff has not had time to review the new fire lane exhibit. Director Ruthven concurred.

Mayor Kelly suggested this item should be continued to the next City Council meeting to allow for the staff to review the exhibit.

Mayor Kelly moved to continue Ordinance O-14-1904 to the February 4, 2014 City Council meeting. Councilmember Hall seconded the motion.

Mayor Pro Tem Taylor stated the future use of the City's property will need to be reviewed, especially since the CIP outlines a new maintenance facility.

Mayor Kelly stated the proposed ordinance does not require the paving of the access between the City's property and the subject property. Director Ruthven concurred.

City Manager Jennifer Fadden explained the City's property has been reviewed at length and certainly at some point staff will be prepared to discuss this with City Council. She stated there will forever need to be access to the elevated storage tank on the City's property. She stated the long term implications of the City's property will need to be discussed, perhaps more appropriately in Executive Session.

The motion to continue carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Stan Hall, Jody Short, and Tom Hart

5b Ordinance O-14-1905

Consideration for approval of amendments to Chapter 3 - Land Use, Section 3.26-Fences, Free Standing Walls, and Screening Materials, of the Land Development Code, Case GC13-021

Mayor Kelly read the caption of Ordinance O-14-1905 in its entirety.

Mayor Kelly opened the public hearing at 8:28 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:28 p.m.

Mayor Kelly moved to approve Ordinance O-14-1905. Councilmember Wollin seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Stan Hall, Jody Short, and Tom Hart

5c Ordinance O-14-1906

Consideration for approval of amendments to Chapter 8 - Plat Review Procedures of the Land Development Code, Case GC13-022

Mayor Kelly read the caption of Ordinance O-14-1906 in its entirety.

Mayor Kelly opened the public hearing at 8:29 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:29 p.m.

Mayor Kelly moved to approve Ordinance O-14-1906. Councilmember Short seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Stan Hall, Jody Short, and Tom Hart

6. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA

Julia Rowland, 5900 Hunter Trail, spoke in opposition to the recent approved rezoning request at One, Two, and Three Country Way with concerns for drainage.

Bobby Lindamood, 4913 Jim Mitchell Trail West, spoke in opposition to the Glade Road project.

7. REPORTS

Colleyville Sidewalks Committee Meeting Minutes - April 23, 2013

Planning and Zoning Commission Meeting Minutes - November 25, 2013

There was no discussion of this item.

8. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR JANUARY 21, 2014 - Reading and Public Hearing - Resolution R-14-3713

This resolution was not needed.

9. ADJOURNMENT

There being no further business before the City Council, Councilmember Mogged moved to adjourn, and Mayor Kelly seconded the motion.

The motion carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Stan Hall, Jody Short, and Tom Hart

Mayor Kelly adjourned the City Council meeting at 8:37 p.m.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 4TH DAY OF FEBRUARY 2014.

Minutes taken and prepared by:



*Amy Shelley, 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 02/04/2014

Number Resolution R-14-3715

Type Resolution

Department Public Works

Title

Approval of a construction contract with 3D Paving and Contracting, LLC, for the Fiscal Year 2014 Miscellaneous Concrete Repair Contract, in an amount not to exceed \$403,250, with an option to renew four additional years, and authorize the city manager to execute the contract

Explanation

Reading and Public Hearing

During Fiscal Year 2013 (FY 2013), staff engaged the services of a contractor to perform concrete repairs on an as needed basis throughout Colleyville. This allowed staff to address a portion of the backlog of existing service requests from residents, and was a much more efficient and effective way to perform needed concrete repairs. Staff received numerous compliments from residents for the completion of the repairs in an efficient and timely manner.

Staff has now prepared a concrete rehabilitation program for FY 2014. There are sufficient quantities of work items included in the proposed contract to perform miscellaneous and emergency repairs throughout the City.

This contract shall be for a period of one (1) year or 365 calendar days beginning on the date specified in the Notice to Proceed. The City and Contractor may, upon mutual written consent, extend the contract for four (4) additional one-year periods after the initial term. During the renewal process the contractor may request a price increase at a rate not to exceed the effective percentage change in the consumer price index (CPI-U) for the previous twelve (12) months. At the City's discretion, the effective change rate shall be based on either the local or national index average rate for all items. If an agreement cannot be reached or the City does not desire to extend the contract for an additional term, the contract will be terminated at the end of the current contract period. Any future extensions or renewals to the contract will be presented to the City Council for consideration at a future date.

On January 28, 2014, there were three (3) bids received for the City's Miscellaneous Concrete Repair Contract, with the lowest responsible bid being submitted by 3D Paving and Contracting, LLC, in the amount of \$403,250. The base bid of \$403,250 includes a \$50,000 construction contingency. This contractor has completed previous projects with the City and the most recent project was the 2013 Miscellaneous Concrete Repair Contract. The contractor's qualifications and references have been

verified by staff.

Financial Impact

This project was identified on the Five-Year Capital Improvement Project and Funding is from the Fiscal Year 2014 street division General Fund operating budget account number 001-33-10-6319.

Recommendation

Approve

Attachments

1. 2014 Misc. Concrete Repair Bid Tab

2014 Misc. Concrete Repair

Bid Tab

[illegible]



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 02/04/2014

Number Ordinance O-14-1904

Type Ordinance

Department Community Development

Title

Consideration of a request for a zoning change from the AG-Agricultural zoning district to the PUD-C-Planned Unit Development Commercial zoning district on 2.8 acres out of the J.L. Byas Survey, Abstract 180, located at 1603 and 1605 Hall-Johnson Road, Case ZC13-020

Explanation

Update

The City Council continued this item to the February 4, 2014 meeting to allow staff time to review the proposed fire lane exhibit that was submitted prior to the January 21, 2014 meeting (attached). Since the February 4, 2014 City Council meeting, staff performed a thorough review of the plan and sent the applicant recommendations for modifications to the plan. Those modifications were sent to staff through a revised fire access plan that is attached to the briefing. The revised plan provides adequate access to all buildings on the site while minimizing the possibility that work vehicles accessing the site will park in the fire lane. Therefore, staff recommends approval of the revised fire access plan. The plan is attached as an exhibit to Ordinance O-14-1904 with Section 4(4)e revised to read as follows:

"e. Fire lane access to all structures on the subject property shall be consistent with Exhibit "C" and shall, otherwise, meet the minimum requirements of the Land Development Code no later than one year from the date of approval of this ordinance with final approval required by the Fire Marshal."

Section 14-137-Fire Lane Requirements in the Land Development Code reads as follows:

"A. Plan Approval – Plans for fire lanes shall be submitted to the Fire Marshal Division for review and approval prior to construction. Repainting of existing markings does not require plan review unless changes are to be made.

B. Obstructions Prohibited – Fire lanes shall be kept clear and unobstructed at all times. Marking shall be repainted as necessary to maintain readability.

C. Signage – Where required by the Fire Marshal, approved signs or other approved notices shall be provided and maintained to identify fire lanes and prohibit obstructions.

D. Where Required – Fire lanes shall be provided when any portion of the facility or any portion of an exterior wall of the first story of the building is located more than 150 feet from fire apparatus access as measured by an approved route around the exterior of the building or facility.

E. Certain Roadways Not Considered Access – Heavily traveled public roadways are not considered for fire apparatus access due to the dangers involved with operating fire apparatus in close proximity to moving traffic.

F. Access to Serve All Buildings – Fire lanes shall be provided to serve all buildings through parking areas to service entrances, loading areas, trash collection areas, and other areas deemed necessary to be available to fire and emergency vehicles.

G. Driveways Included – Fire lanes shall include driveways leading onto a public street.

H. Fire Lane Width – Fire lanes shall have an unobstructed width of not less than 24 feet and an unobstructed vertical clearance of not less than 14 feet.

I. Turning Radius – Fire lanes shall have a minimum inside turning radius of thirty (30) feet and a minimum outside turning radius of fifty (50) feet.

J. All-weather Surface Required – Fire lanes shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an asphalt or concrete surface so as to provide all-weather driving capabilities.

K. Construction Specifications – Fire lanes shall be constructed of seven (7) inch concrete with #3 rebar on eighteen (18) inch centers on chairs over a modified subgrade as per the Geotechnical Soils Report; or seven (7) inch asphalt over a modified subgrade as per the Geotechnical Soils Report. The construction shall be capable of supporting a minimum of 75,000 pounds gross vehicle weight.

L. Maximum Dead-end Length – Dead end fire lanes in excess of 150 feet in length shall be provided with an approved area for turning around fire apparatus. Dead end fire lanes more than 150 feet in length but less than 700 feet in length shall provide one of the following turn-around configurations. Dead end fire lanes in excess of 700 feet in length shall be submitted to the Fire Marshal for review and approval.

M. Fire Lane Striping – Fire lanes shall be marked with a six (6) inch wide continuous bright red stripe on both sides. Striping shall be on the curb face where curbing is located at the edge of fire lanes. White 4 inch high lettering with a one (1) inch stroke centered on red stripe shall read: NO PARKING - FIRE LANE. This lettering shall be painted every (15) feet measured from the end of one lettering group to the beginning of the next group with a one (1) foot space between "No Parking" and "Fire Lane". Red paint shall not be used for any parking lot marking other than fire lanes. Fire lane

markings are subject to the field inspection of the Fire Marshal."

Second Reading and Public Hearing

There were no speakers regarding this request at the January 7, 2014 City Council meeting.

At the January 7, 2014 City Council meeting, the City Council directed the applicant to work with the Fire Department on development of a fire access plan for the site. Since the January 7, 2014 City Council meeting, staff, including the Fire Chief, Fire Marshal, and Community Development Director met with the applicant on the subject property. Based on discussion at this meeting, the applicant is developing a fire access plan for the subject property. The applicant has informed staff that the plan is incomplete, but will be ready no later than the January 21, 2014 City Council meeting; therefore, no plan is attached to this agenda briefing.

The City Council also directed staff to allow the current screening and fencing, along the perimeter of the subject property, to remain "as is", unless the site is required to be brought into full compliance with the Land Development Code, at which time the Land Development Code screening standards, currently in effect, would be required for the subject property. Staff has added "screening" to Section 4(2)c of Ordinance O-14-1904, which reads as follows:

"Notwithstanding any additional requirements in this ordinance, no later than one year from the date of approval of this ordinance, all site specific issues governed by the Land Development Code shall be brought into compliance with all current Land Development Code requirements, except for the following chapters and provisions: The building location, setback, screening and parking provisions of Chapter 3-Land Use, Chapter 4-Landscaping and Buffering, Chapter 6-Commercial Design Standards."

Additionally, the following language has been removed from Section 4(4)a of Ordinance O-14-1904:

"All outdoor storage shall be screened from the view of any adjacent properties zoned or used for residential or educational purposes by an approved screening material as listed in the Land Development Code."

This section now reads as follows:

"Outdoor storage of equipment, supplies and materials is hereby permitted provided all outdoor storage is kept a minimum of 25 feet away from any adjacent properties zoned or used for residential or educational purposes. This provision shall become effective no later than one year from the date of approval of this ordinance. Outdoor storage of any hazardous materials shall meet all City and State requirements effective

upon the passage of this ordinance."

Finally, based on City Council discussion at the January 7, 2014 meeting, the following section (4(4)e) has been removed from Ordinance O-14-1904:

"No later than one year from the date of approval of this ordinance, the unpaved portion of the access drive on the property owned by the City of Colleyville to north of the subject property shall be paved to match the width of the existing paved portion of said access drive up to the property line of the subject property. Said paving shall meet all City fire lane requirements with final approval by the Public Works Director and the Fire Marshal. The cost of said construction shall be paid by the owner of the subject property governed by this ordinance."

First Reading and Public Hearing

Fred Monks is requesting to rezone 2.8 acres located at 1603 and 1605 Hall-Johnson Road from the AG-Agricultural district to the PUD-C Planned Unit Development Commercial district in order to allow the continued operation of a landscaping business on the property. There are no plans for future development of the property at this time.

Existing Conditions. The property is not platted and is currently occupied by a business named The Lawn Firm, which is described as follows on the company web page, www.thelawnfirm.com:

"The Lawn Firm provides landscaping, landscape lighting, lawn and landscape sprinklers, outdoor water features, stonework, patios, outdoor living areas, outdoor kitchens – and just about anything else that makes your outdoor space more attractive, more useable, or more enjoyable. Think of us as "Your Entire Outdoor Space Firm"."

The property is currently zoned AG-Agricultural, which does not allow for this type of land use. According to the applicant, the current business has been in operation on the subject property since the mid-1980's. However, there are no City records available to document when the current uses came into existence, including building permits and certificates of occupancy. This was recently brought to the attention of City staff when the applicant requested to add a temporary electric pole to the property and Onco would not approve the request without first obtaining City approval. Staff then informed the applicant of the non-conforming status of the property and gave the applicant the option of abandoning the business or rezoning the property to the proper zoning classification.

Staff is allowing the applicant to continue to operate the business pending the outcome of this rezoning request.

Proposed Rezoning Request. The applicant is requesting the rezoning to the PUD-C zoning district to provide the proper legal zoning for the uses that have been operating at this location. These uses include a landscaping business with outside storage of materials and equipment. The permitted land use that most closely matches the current business in the Schedule of Permitted Principal Uses in the Land Development Code is classified as "Contractor's Office with Storage Yard", which is allowed with a Special Use Permit in the CC3-Highway Commercial zoning district and the ML-Light Manufacturing zoning district. The applicant requests that the business be allowed to operate "as is" with no proposed changes.

Similar Zoning Requests. On October 21, 2003, the City Council approved Ordinance O-03-1416 (attached) that allowed Hodges Automotive to continue operating at 6521 Colleyville Boulevard. Hodges Automotive had been operating for many years as a non-conforming use with no record of any prior City approval. After being notified by the City, the applicant requested that the business be allowed to continue operating through the approval of a PUD-C-Planned Unit Development Commercial zoning district.

Current Non-Conforming Items on the Subject Property. Based on the current zoning of the property and all other applicable building and development codes, the following is a list of current non-conforming items as observed by City staff. This list should not be considered inclusive of all code requirements, as a comprehensive inspection of the site has not been performed:

- There is no required Certificate of Occupancy issued for this business.
- The current land use is not allowed in the AG-Agricultural zoning district. The subject property has always been zoned AG-Agricultural, the current land use has never been allowed in the AG-Agricultural zoning district, and there has never been any written approval of this business by the City, therefore, the current land use of the property is considered illegal and non-conforming regardless of the length of time the business has been operating.
- The building and site does not meet the minimum requirements of the American's with Disabilities Act (ADA).
- The electrical supply and connections between and within buildings do not appear to meet minimum electrical code requirements.
- Required parking and loading areas are not paved with the required asphalt or concrete. Rather, they contain a dirt surface.
- Access to the site is limited to a single entrance through the Public Works Service Center property along a 25 foot road easement, and does not comply with any access,

paving, and maneuvering requirements for fire apparatus equipment.

- Buildings do not comply with the building design and masonry requirements in the Land Development Code.
- There is no required screening and buffering between the site and adjacent residential properties.

Staff Recommendations. Given the code compliance issues noted above, staff recommends the following conditions as part of any approval of the applicant's request:

- No later than 60 days from the date of approval of the proposed ordinance, the applicant shall allow an independent, third party inspector, contracted by the City, to perform a comprehensive inspection of the site and buildings, and provide a detailed report of all outstanding code compliance issues. The cost of this inspection shall be paid by the applicant. All specific life/safety, fire, and ADA code issues identified in the report shall be addressed and brought into compliance with all current applicable City codes no later than 180 days from the approval date of the proposed ordinance. The final determination of compliance with this section shall be made by the Community Development Director through the issuance of a temporary Certificate of Occupancy. Failure to meet the requirements of this section shall be considered a violation of the ordinance.
- Notwithstanding any additional requirements in the proposed ordinance, no later than one year from the date of approval of the proposed ordinance, all site specific issues governed by the Land Development Code shall be brought into compliance with all current Land Development Code criteria, including but not limited to: platting, parking and paving, landscaping, screening and buffering, building setbacks, and building design. The final determination of compliance with this section shall be made by the Community Development Director through the issuance of a final Certificate of Occupancy. Failure to meet the requirements of this section shall be considered a violation of the ordinance.
- Outdoor storage of equipment, supplies and materials is hereby permitted provided all outdoor storage is kept a minimum of 25 feet from any adjacent properties zoned or used for residential or educational purposes. All outdoor storage shall be screened from the view of any adjacent properties zoned or used for residential or educational purposes by an approved screening material as listed in the Land Development Code. Outdoor storage of any hazardous materials shall meet all City and State requirements.
- The hours of operation for any business allowed on the subject property shall be limited to daylight hours only, Monday through Saturday.

- All lighting on site shall be directed away from adjacent residential properties and illumination shall not exceed 0.5 foot candles as measured at any adjacent residential property line.

Access. The property is accessed from a single 25 foot road easement that traverses Lot 1, Block 1, of the Public Works Service Center property and links the subject property to Hall-Johnson Road. While most of the access road is paved, the pavement ends approximately 200 feet north of the subject property. Staff recommends that the unpaved portion of the access drive on the property owned by the City of Colleyville be paved as part of the proposed site upgrades noted above, and be at the expense of the applicant.

Master Plan. The rezoning request is not consistent with the Colleyville Master Plan, adopted in 2004, which designates the subject property for future institutional uses.

Surrounding Properties. The properties to the north are developed as the City's Public Works Service Center and a City water tower and are zoned ML-Light Manufacturing and AG-Agricultural. Properties to the east are developed as single family homes and are zoned PUD-R-Planned Unit Development Residential. Properties to the south are developed as single family homes and are zoned R-20-Single Family Residential. The property to the west is developed as the Barbara Gordon Montessori School and zoned CC2-Shopping Center district with a Special Use Permit for a Private School.

Public Notification. Staff mailed notices to 16 adjacent property owners regarding this request and all homeowners' associations within 500 feet. Notice was published in the *Fort Worth Star-Telegram* as required by state law and the Land Development Code. No correspondence has been received regarding this request.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request at the December 9, 2013 meeting by a vote of 7-0 subject to the following conditions:

(1) Staff to provide clarification on Section 4(e) of the proposed ordinance as to who pays for the driveway extension.

(2) The following staff recommendations regarding compliance with the Land Development Code are hereby waived:

- Landscaping
- Building location and setback requirements
- Building design standards

- Parking

(3) The site shall meet all fire lane requirements in the Land Development Code.

(4) The regulations for the CN-Neighborhood Commercial District shall be applicable to this PUD-C, except where modified by the provisions of this ordinance.

(5) If the property changes ownership or use, then a detailed site plan will be required and will include any new buildings, access easements, parking areas, landscape buffers, and other improvements being proposed in accordance with the Land Development Code.

The above recommendations have been added to the proposed ordinance.

Summary. The applicant is requesting to allow the current landscaping business on the subject property to continue operating "as is" as a legal conforming use through the proposed rezoning request. According to the applicant the business has been operating on the subject property since the mid-1980's. There is no record of any formal approval of the business in any official City records. Although staff understands that the business is established in this area given the length of time it has been in operation, staff also recognizes the importance of ensuring the business is compliant with all applicable codes in promoting public and worker health and safety, neighborhood integrity, and community aesthetic standards.

Financial Impact

There is no financial impact to the City.

Recommendation

Approval with the following conditions:

1. GENERAL

a. The purpose of this PUD-C is for a landscaping business with outside storage named The Lawn Firm.

b. The proposed development is subject to all the regulations contained in the Land Development Code, except as amended by this ordinance.

2. BUILDING AND SITE COMPLIANCE PROVISIONS

a. The developer shall submit and receive approval from the City, a minor plat, in accordance with the requirements of the Land Development Code prior to development of this PUD-C.

b. No later than 60 days from the date of approval of this ordinance, the applicant shall allow an independent, third party inspector, contracted by the City, to perform a

comprehensive inspection of the site and buildings and provide a detailed report of all outstanding code compliance issues. The cost of this inspection shall be paid by the applicant. All specific life/safety, fire, and ADA code issues identified in the report shall be addressed and brought into compliance with all current applicable City codes no later than 180 days from the approval date of this ordinance. The final determination of compliance with this section shall be made by the Community Development Director through the issuance of a temporary Certificate of Occupancy. Failure to meet the requirements of this section shall be considered a violation of this ordinance.

c. Notwithstanding any additional requirements in this ordinance, no later than one year from the date of approval of this ordinance, all site specific issues governed by the Land Development Code shall be brought into compliance with all current Land Development Code requirements except for the following chapters and provisions: The building location, setback, screening and parking provisions of Chapter 3-Land Use, Chapter 4-Landscaping and Buffering, Chapter 6-Commercial Design Standards.

3. PERMITTED USES

a. The purpose of this PUD-C is for a landscaping contractor with outdoor storage as specifically allowed in this ordinance.

4. DEVELOPMENT CONDITIONS

a. Outdoor storage of equipment, supplies and materials is hereby permitted provided all outdoor storage is kept a minimum of 25 feet away from any adjacent properties zoned or used for residential or educational purposes. This provision shall become effective no later than one year from the date of approval of this ordinance. Outdoor storage of any hazardous materials shall meet all City and State requirements effective upon the passage of this ordinance.

b. The regulations for the CN-Neighborhood Commercial District shall be applicable to this PUD-C, except where modified by the provisions of this ordinance.

c. The hours of operation for any business allowed on the subject property shall be limited to daylight hours only, Monday through Saturday.

d. All lighting on site shall be directed away from adjacent residential properties and illumination shall not exceed 0.5 foot candles as measured at any adjacent residential property line.

e. Fire lane access to all structures on the subject property shall be consistent with Exhibit "C" and shall, otherwise, meet the minimum requirements of the Land Development Code no later than one year from the date of approval of this ordinance with final approval required by the Fire Marshal.

f. If the property changes ownership or use, then a detailed site plan will be required and shall include any new buildings access easements, parking areas, landscape buffers, and other improvements being proposed in accordance with the Land Development Code.

Attachments

1. Location and Zoning Map
2. Aerial
3. Buffer Map
4. Notification List
5. Speaker Cards
6. Revised Fire Access Plan - Received 1/30/2014
7. Original Fire Access Plan
8. Zoomed-Out Aerial of Revised Fire Access Plan
9. Site Layout
10. Hodges Automotive Ordinance O-03-1416
11. Ordinance O-14-1904

CC-1

HALL JOHNSON RD

CC-2

ML

AG

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Subject Property

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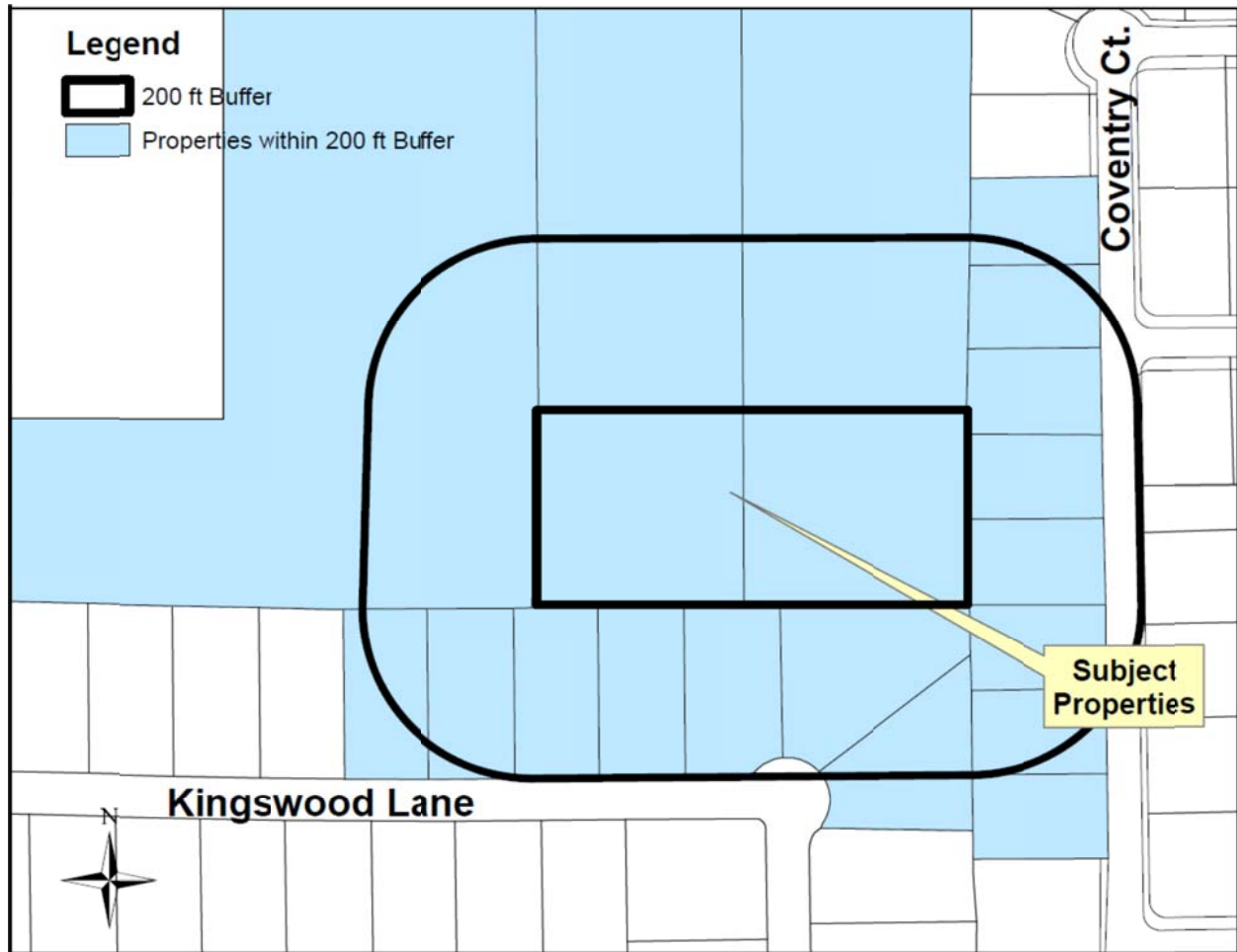
21

Subject Property

Aerial



Buffer Map



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
Barbara Gordon Montessori Schl	1513 Hall Johnson Rd	Colleyville	Texas	76034	1513 Hall Johnson Rd
Nelson, Michael Jay	5600 Coventry Ct	Colleyville	Texas	76034	5600 Coventry Ct
Annis, Barnard H Etux Claudine	5604 Coventry Ct	Colleyville	Texas	76034	5604 Coventry Ct
Roth, Thomas R Etux Eileen M	6909 Meade Dr	Colleyville	Texas	76034	5512 Coventry Ct
Crawford, David E Etux Lisa	5508 Coventry Ct	Colleyville	Texas	76034	5508 Coventry Ct
Hines, Brent A Etux Karen L	5504 Coventry Ct	Colleyville	Texas	76034	5504 Coventry Ct
Hendrix, Terry L Etux Anita Y	1610 Kingswood Ln	Colleyville	Texas	76034	1610 Kingswood Ln
Brown, Dana Kay	5500 Coventry Ct	Colleyville	Texas	76034	5500 Coventry Ct
Golden, Dennis A Etux Sherry M	1606 Kingswood Ln	Colleyville	Texas	76034	1606 Kingswood Ln
Rooyen, Daniel V Etux Gloria	1604 Kingswood Ln	Colleyville	Texas	76034	1604 Kingswood Ln
Cox, George B Etux Dawn R	1602 Kingswood Ln	Colleyville	Texas	76034	1602 Kingswood Ln
Saiyed, Farid Etux Raana	1600 Kingswood Ln	Colleyville	Texas	76034	1600 Kingswood Ln
Williamson, Jeff Etux Sandra	5509 Janet Ln	Colleyville	Texas	76034	5509 Janet Ln
Wilkison, Gregory S Eutx Jean	5412 Coventry Ct	Colleyville	Texas	76034	5412 Coventry Ct
Sanderson, Wilford Etux Kristi	5408 Coventry Ct	Colleyville	Texas	76034	5408 Coventry Ct
Grapevine-Colleyville ISD	3051 Ira E. Woods Avenue	Grapevine	Texas	76051	Courtesy Notice
Stone Crest Estates HOA	1708 Gatehouse Court	Colleyville	Texas	76034	Courtesy Notice
Kingswood Estates HOA	1601 Royal Lane	Colleyville	Texas	76034	Courtesy Notice
Monks, Fred Sr & Thomas	1608 Kingswood Ln	Colleyville	Texas	76034	Applicant

Public hearing notices were mailed
Wed., Nov. 27, 2013 by Taci Wrisley

Speaker Cards

Date: 12/09/13

SPEAKER CARD

☐ I will speak **In Support** of this item.

☐ I will speak **In Opposition** to this item.

☒ I do not wish to speak, but please record my: ☒ support ☐ opposition

Agenda Item Number: 4B

Name: DANIEL VAN ROOYEN

Address: 1604 KINGSWOOD LN

City: COLLEYVILLE State: TX Zip Code: 76034

Telephone Number: 817 788 4750 Representing: SELF
(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed: _____

This information is a Public Record.

Date: 12/9/13

SPEAKER CARD

☒ I will speak **In Support** of this item.

☐ I will speak **In Opposition** to this item.

☐ I do not wish to speak, but please record my: ☐ support ☐ opposition

Agenda Item Number: 4B

Name: Terry Hendrix

Address: 1610 Kingswood Lane

City: Colleyville State: TX Zip Code: 76034

Telephone Number: 817 656 1463 Representing: self
(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed: _____

This information is a Public Record.

Speaker Cards

Date:

12/9/13

SPEAKER CARD

☒ K

I will speak In Support of this item.

☐

I will speak In Opposition to this item.

☐

I do not wish to speak, but please record my: ☐ support ☐ opposition

Agenda Item Number:

46

Name:

Charles Belhards

Address:

1602 Royal Ln

City:

Colleyville

State:

TX

Zip Code:

76034

Telephone Number:

817-999-4784

Representing:

self

(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed:

Charles Belhards

This information is a Public Record.

Date:

12-9-2013

SPEAKER CARD

☒

I will speak In Support of this item.

☐

I will speak In Opposition to this item.

☐

I do not wish to speak, but please record my: ☐ support ☐ opposition

Agenda Item Number:

4 B

Name:

Donna Goldan

Address:

1606 Kingswood dr

City:

Colleyville

State:

TX

Zip Code:

76034

Telephone Number:

817-428-2667

Representing:

self

(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed:

Donna Goldan

This information is a Public Record.

Speaker Cards

SPEAKER CARD

Date: 1-21-14

Agenda Item Number: 5A

For example: 5a (this can be found on the far left side of the agenda copy)

☒ I will speak **In Support** of this item. ☐ I will speak **In Opposition** to this item.

☐ I do not wish to speak, but please record my: ☐ **support** ☐ **opposition**

Name: Thomas Monks

Address: 2016 Pembroke Dr City: FW

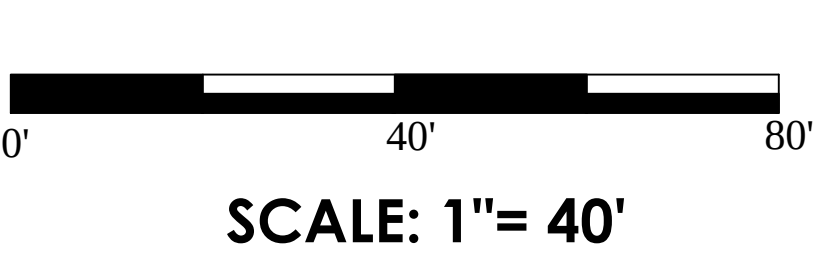
I understand I am limited to speaking for five minutes. For agenda items not listed on the agenda as a Public Hearing, City Council cannot respond to speakers in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code. This includes persons speaking under the Citizen's Comments section of the agenda.

Signed: Thomas Monks

This information is a Public Record

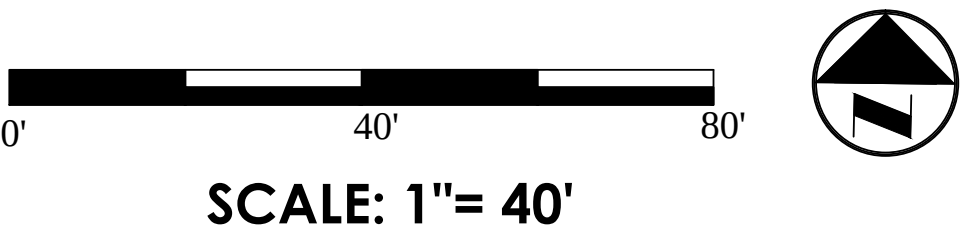
Revised Fire Access Plan - Received 1/30/2014

CASE ZC13-020
Zoning change from the AG-Agricultural zoning district to the
PUDC-Planned Unit Development Commercial zoning distric on
2.8 acres out of the J.L. Byas Survey, Abstract 180, located at
1603 and 1605 Hall Johnson Rd.

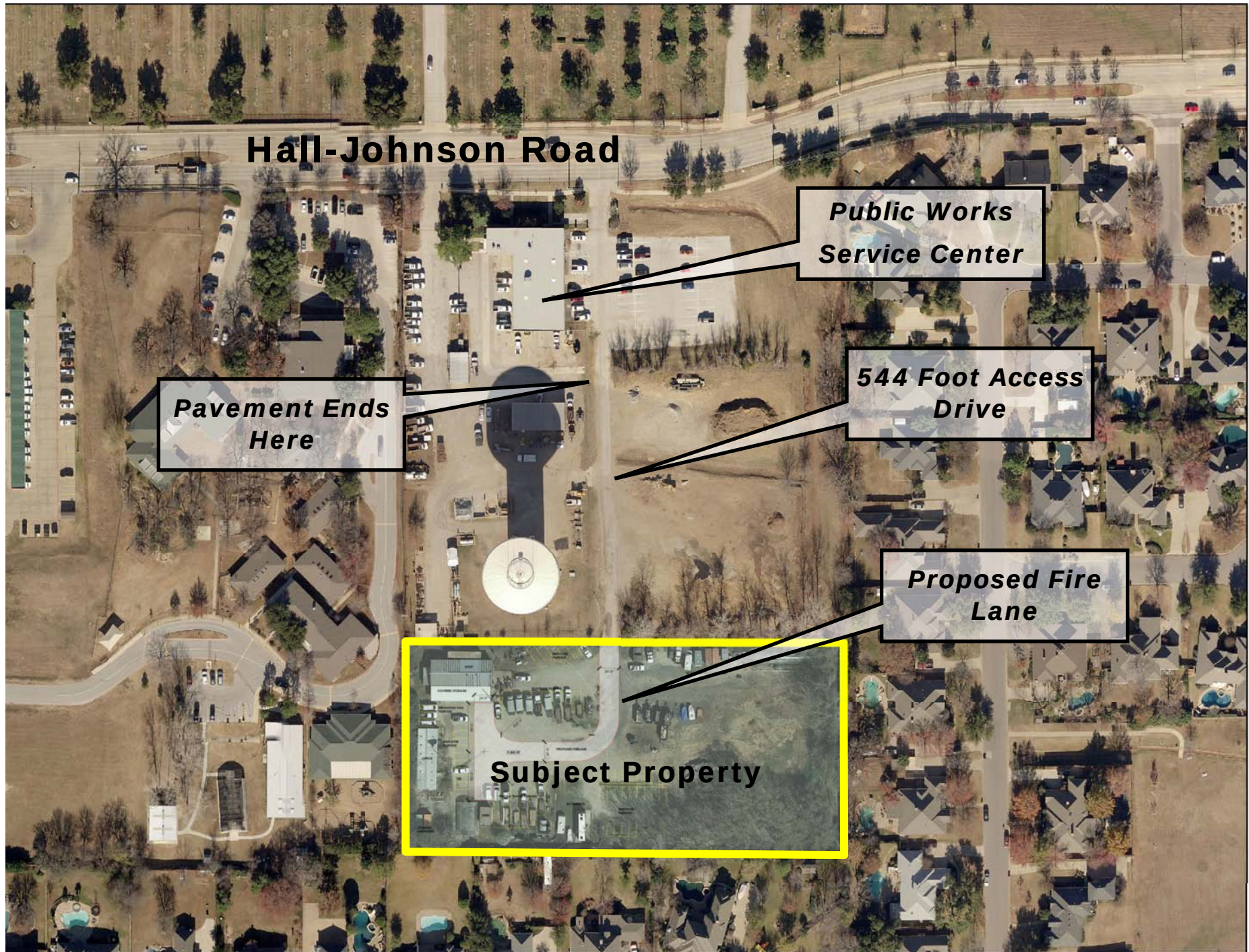


Original Fire Access Plan

CASE ZC13-020
Zoning change from the AG-Agricultural zoning district to the
PUDC-Planned Unit Development Commercial zoning distric on
2.8 acres out of the J.L. Byas Survey, Abstract 180, located at
1603 and 1605 Hall Johnson Rd.



Zoomed-Out Aerial of Revised Fire Access Plan



Site Layout



ORDINANCE O-03-1416

AN ORDINANCE AMENDING CHAPTER 3, LAND USE OF THE LAND DEVELOPMENT CODE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING OF A 4.3 ACRE TRACT OF LAND OUT OF THE A. J. LOTT SURVEY, ABSTRACT 963, FROM THE AG-AGRICULTURAL DISTRICT TO THE PUD-C PLANNED UNIT DEVELOPMENT COMMERCIAL DISTRICT; PROVIDING FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; AUTHORIZING PUBLICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, an application for a zoning change was filed by Mr. Craig Hodges on June 12, 2003, under Case No. Z-03-015; and

WHEREAS, the City of Colleyville has complied with the notification requirements of the Texas Local Government Code and the Colleyville Land Development Code; and

WHEREAS, the Planning and Zoning Commission has held a public hearing and made a recommendation on the proposed zoning amendment; and

WHEREAS, the City Council has determined that the proposed zoning amendment is in the best interests of the City of Colleyville.

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

Sec. 1. THAT the Master Plan, the Land Development Code of the City of Colleyville, Texas, and the Official Zoning Map are hereby amended insofar as they relate to certain land located in Colleyville, Texas, as shown on the Zoning Map attached as Exhibit "A", and described by metes and bounds as shown on attached Exhibit "B", by changing the zoning of said property from the AG Agricultural district to the PUD-C Planned Unit Development Commercial district, including any other conditions and restrictions imposed and approved by the City Council, which are incorporated herein.

Sec. 2. THAT the PUD-C area shall be subject to the following conditions:

1. GENERAL

- a. The purpose of this PUD-C is for automotive related uses as specifically allowed in this ordinance.
- b. This property is subject to all the regulations contained in the Colleyville Land Development Code, except where amended by this Ordinance.

2. PERMITTED USES

The following land uses shall be permitted within this Planned Unit Development, provided the use is limited to the specific sub-area identified as follows.

- a. Sub-area "A" – Automotive repair
- b. Sub-area "B" – Outside storage of recreational vehicles; access to this area shall only be allowed from Ross Downs Road through area "B" or "C"
- c. Sub-area "C" – Landscaping contractor with outside storage; access to this area shall only be allowed from Ross Downs Road through area "B" or "C"
- d. Sub-area "D" – Truck rental
- e. Sub-area "E" – Outside storage of boats, automobiles and vans, provided no vehicles exceeds seven (7) feet in height; only one row of vehicles shall be allowed adjacent to the landscape buffer located along the east property line
- f. Sub-area "F" – One single family residential unit
- g. Sub-area "G" – Open space

3. SITE PLANS AND PLATTING

- a. The site plan attached as Exhibit "C" shows the locations of the land uses authorized by this ordinance, including the existing primary and accessory buildings.
- b. No development permits for any additional structures within this PUD-C shall be approved until an amendment to this ordinance has been approved by the City Council in accordance with the procedures and requirements of the Colleyville Land Development Code.

Exception: One additional structure not to exceed 1,250 square feet in area nor to exceed twenty (20) feet in height shall be allowed for use as an auto repair bay, provided said structure is located on the west side of and adjacent to the existing primary auto repair building and that said structure complies with the permitting requirements of the City of Colleyville and the Building Design criteria contained in Chapter Six of the Colleyville Land Development Code.

- c. Prior to the issuance of any development permits for any additional structures within this PUD-C and as a condition to

the development of the subject property, the developer shall obtain approval of a final plat of the property in accordance with the procedures and requirements of the Colleyville Land Development Code and comply with the fire lane requirements of the Colleyville Fire Code.

4. OTHER

- a. Hours of operation: Except for the residents of the single family unit, the allowable hours of operation shall be 6:00 a.m. to 9:00 p.m. for landscaping and storage of recreational vehicles; 6:00 a.m. to 10:00 p.m. for other uses allowed in this Planned Unit Development.
- b. The regulations for the CC-2 District shall be applicable to this PUD-C, except where modified by the provisions of this ordinance.
- c. The location and width of all fire lanes shall be approved by the Fire Marshal.
- d. There shall be a landscape screen of evergreen shrubs planted within thirteen (13) feet of the common property line with the Ross Downs subdivision, as shown on the Site Plan, Exhibit "C". Said row of shrubs shall be spaced not less than five (5) feet on centers and shall not be less than six (6) feet in height within two (2) years from the date of this ordinance. Said row of shrubs shall be planted not later than 180 days from the date of approval of this ordinance.
- e. Within the landscape screening area required in paragraph d above, there shall be trees planted in accordance with a tree plan shown on Exhibit "D". Said trees shall be a minimum of three inch (3") caliper. Said trees shall be planted not later than 180 days from the date of approval of this ordinance.
- f. The parking areas for areas "B" and "C" may consist of crushed rock.
- g. The area within fifty (50) feet of the common property line with the Ross Downs subdivision shall be free of any trash or debris on the grounds and the grass shall be maintained at a height not to exceed twelve (12) inches.

Sec. 3. THAT any person, firm, or corporation violating any of the provisions of this ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be fined a sum not to exceed Two Thousand Dollars (\$2,000.00). Each and every day such violation continues shall constitute a separate offense and shall be punishable as such.

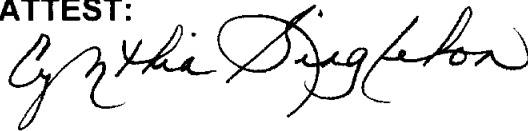
- Sec. 4. THAT the Land Development Code of the City of Colleyville, Texas, shall remain in full force and effect, except where amended by this ordinance.
- Sec. 5. THAT the City Secretary is hereby authorized and directed to cause publication of the descriptive caption and penalty clause hereof as an alternative method of publication provided by law.
- Sec. 6. THAT this ordinance shall become effective immediately upon publication.

AND IT IS SO ORDERED.

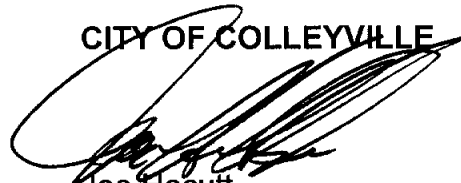
The first reading and public hearing being conducted on the 7th day of October 2003.

The second reading and public hearing being conducted on the 21st day of October 2003.

ATTEST:



Cynthia Singleton, TRMC
City Secretary

CITY OF COLLEYVILLE

Joe Hocutt
Mayor

APPROVED AS TO FORM AND LEGALITY:



Ross T. Foster
City Attorney

EXHIBIT A – ZONING MAP

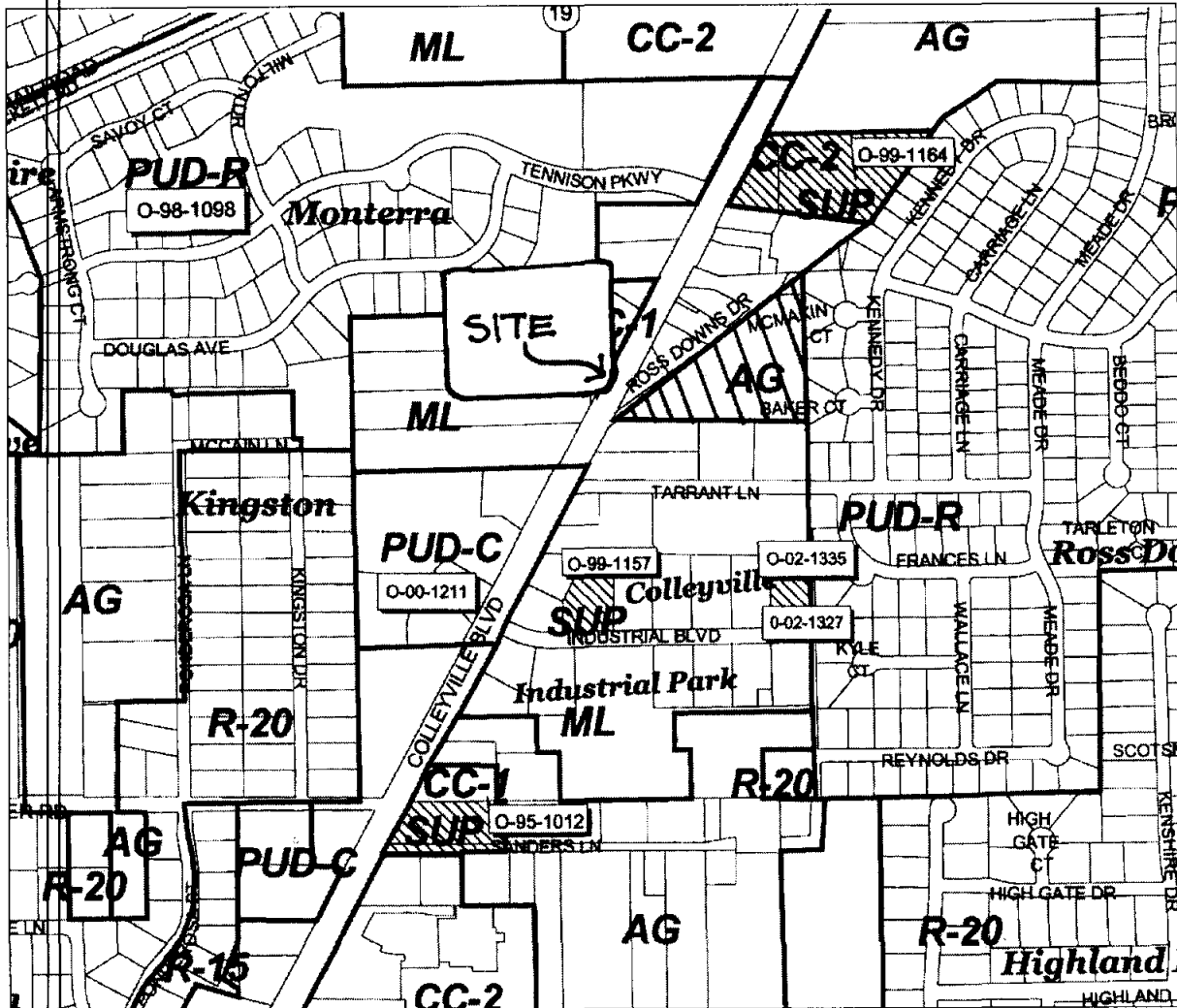


EXHIBIT B – METES AND BOUNDS DESCRIPTION

Being a tract of land out of the A.J. Lott Survey, Abstract No. 963, Tarrant County, Texas, and being the same tract of land as described in deed recorded in Volume 10003, Page 114, Deed Records, Tarrant County, Texas, and being described by metes and bounds as follows:

BEGINNING at a ½-inch iron pin found in the south line of Ross Downs Road for the northwest corner of tract being described, said point being the northwest corner of Lot 2, Block 1, C-D Subdivision, an Addition to the City of Colleyville, Tarrant County, Texas, and by deed being the northwest corner of a tract of land as described in deed recorded in Volume 5990, Page 188, Deed Records, Tarrant County, Texas;

THENCE North 52 degrees 49 minutes 31 seconds East 784.49 feet (deed call North 52 degrees 14 minutes 20 seconds East 781.92 feet) along the easterly line of said Ross Downs Road to a capped iron pin set for the most northerly northwest corner of tract being described;

THENCE South 89 degrees 34 minutes 33 seconds East 69.44 feet (deed call 76.28 feet) and continuing along the south line of said Ross Downs Road to a ½-inch iron pin found in the west line of Block 12, Ross Downs Estates II, an Addition to the City of Colleyville, Tarrant County, Texas, according to the plat recorded in Cabinet A, Slide 799, Plat Records, Tarrant County, Texas, for the northeast corner of tract being described;

THENCE South 01 degrees 32 minutes 00 seconds 478.92 feet (deed call 479.00 feet) along the west line of said Ross Downs Estates II to a ½ inch iron pin found for the southeast corner of tract being described, said point being the northeast corner of Lot 1R, Block 2, Ponce Addition, an Addition to the City of Colleyville, Tarrant County, Texas, according to the plat recorded in Cabinet A, Slide 1642, Plat Records, Tarrant County, Texas;

THENCE North 89 degrees 34 minutes 32 seconds West 707.35 feet (deed call West 707.26 feet) along the north line of said Block 2, Ponce Addition and the north line of said Lot 2, Block 1, C-D Subdivision to the POINT OF BEGINNING and containing 4.268 acres of land, more or less.

EXHIBIT C – SITE PLAN

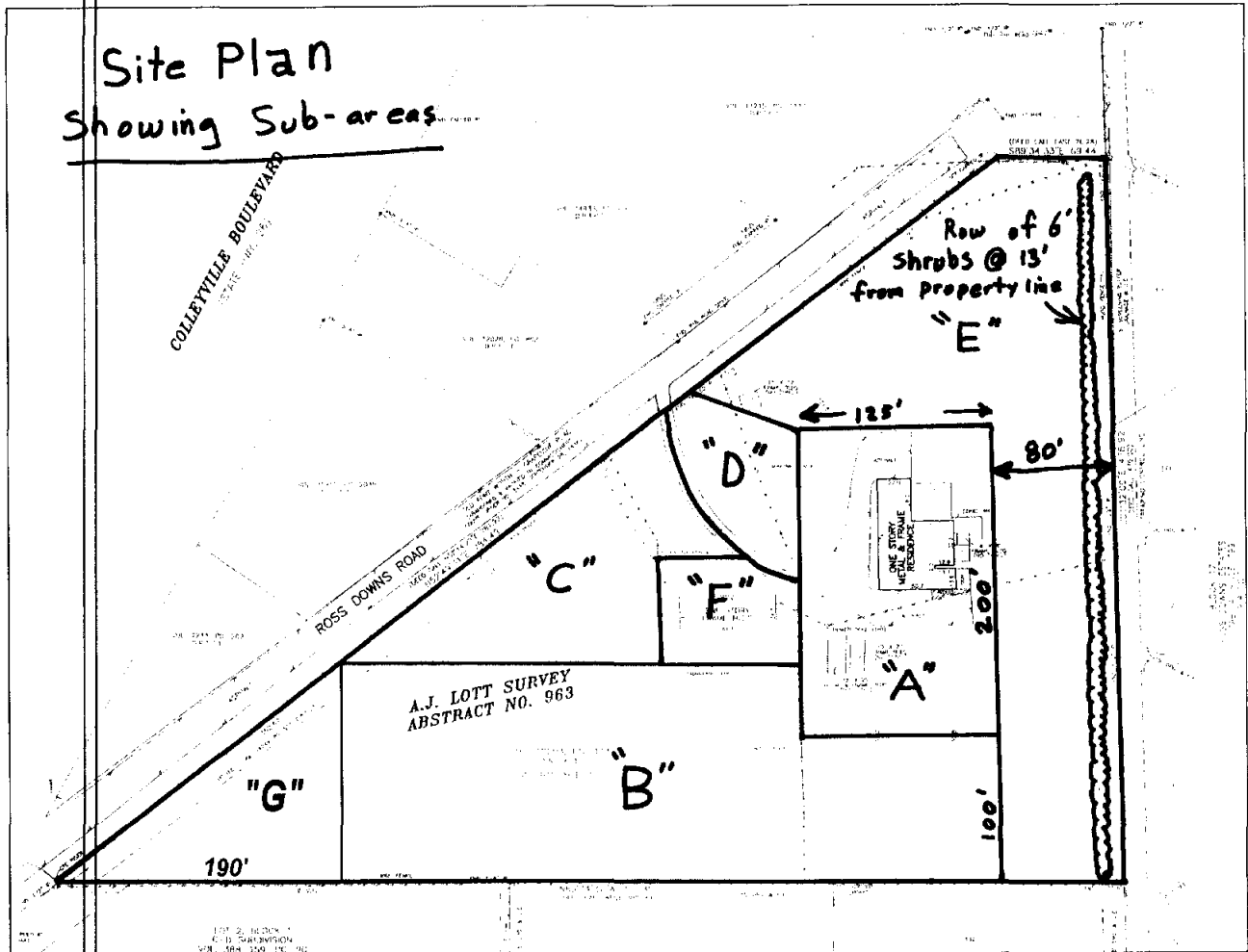
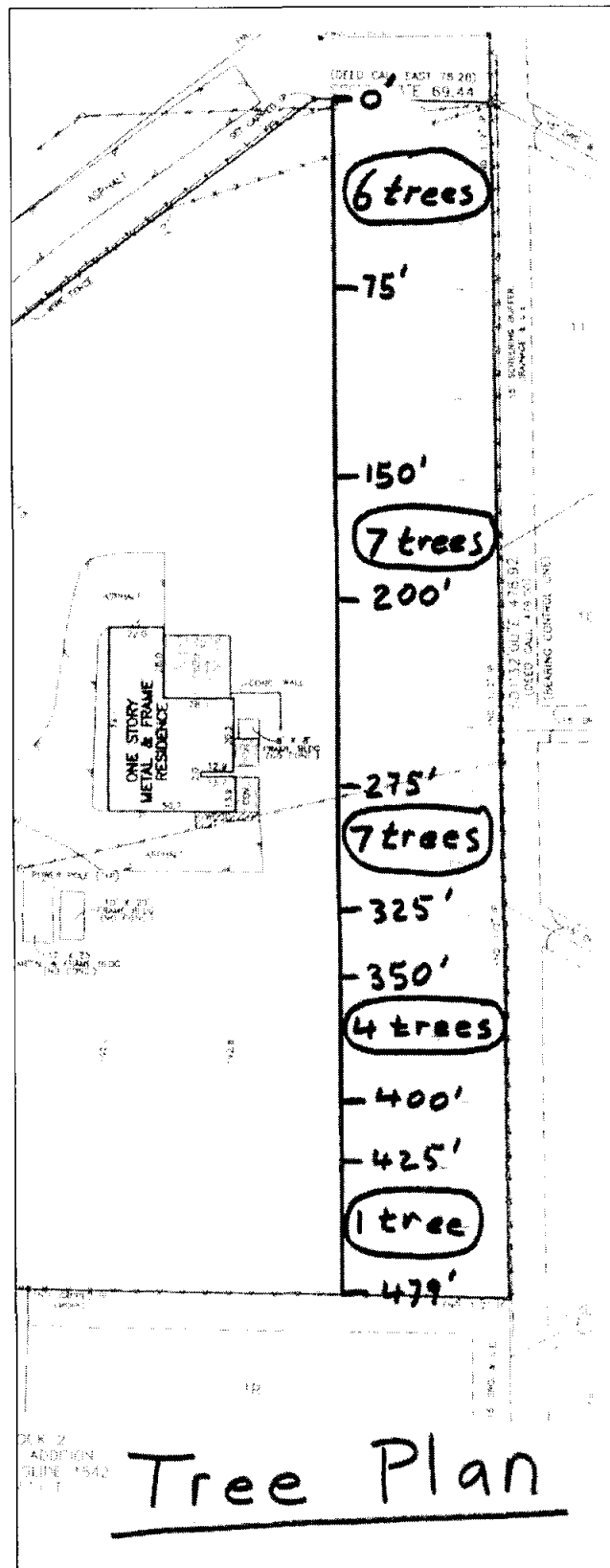


EXHIBIT D – TREE PLAN



ORDINANCE O-14-1904

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING ON 2.8 ACRES LOCATED IN THE J.L. BYAS SURVEY, ABSTRACT 180, FROM THE AG-AGRICULTURAL ZONING DISTRICT TO THE PUD-C-PLANNED UNIT DEVELOPMENT COMMERCIAL ZONING DISTRICT; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a rezoning under Case No. ZC13-020; 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 2.8 acres located in the J.L. Byas Survey, Abstract 180, from the AG-Agricultural zoning district to the PUD-C-Planned Unit Development Commercial zoning district, as depicted in the attached Exhibit "A", and as described in Exhibit "B".
- 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. The purpose of this PUD-C is for a landscaping business with outside storage named *The Lawn Firm*.
- b. The proposed development is subject to all the regulations contained in the Land Development Code, except as amended by this ordinance.

2. BUILDING AND SITE COMPLIANCE PROVISIONS

- a. The developer shall submit and receive approval from the City, a minor plat, in accordance with the requirements of the Land Development Code prior to development of this PUD-C.

- b. No later than 60 days from the date of approval of this ordinance, the applicant shall allow an independent, third party inspector, contracted by the City, to perform a comprehensive inspection of the site and buildings and provide a detailed report of all outstanding code compliance issues. The cost of this inspection shall be paid by the applicant. All specific life/safety, fire, and ADA code issues identified in the report shall be addressed and brought into compliance with all current applicable City codes no later than 180 days from the approval date of this ordinance. The final determination of compliance with this section shall be made by the Community Development Director through the issuance of a temporary Certificate of Occupancy. Failure to meet the requirements of this section shall be considered a violation of this ordinance.
- c. Notwithstanding any additional requirements in this ordinance, no later than one year from the date of approval of this ordinance, all site specific issues governed by the Land Development Code shall be brought into compliance with all current Land Development Code requirements except for the following chapters and provisions: The building location, setback, screening and parking provisions of Chapter 3-Land Use, Chapter 4-Landscaping and Buffering, Chapter 6-Commercial Design Standards.

3. PERMITTED USES

- a. The purpose of this PUD-C is for a landscaping contractor with outdoor storage as specifically allowed in this ordinance.

4. DEVELOPMENT CONDITIONS

- a. Outdoor storage of equipment, supplies and materials is hereby permitted provided all outdoor storage is kept a minimum of 25 feet away from any adjacent properties zoned or used for residential or educational purposes. This provision shall become effective no later than one year from the date of approval of this ordinance. Outdoor storage of any hazardous materials shall meet all City and State requirements effective upon the passage of this ordinance.

- b. The regulations for the CN-Neighborhood Commercial District shall be applicable to this PUD-C, except where modified by the provisions of this ordinance.
 - c. The hours of operation for any business allowed on the subject property shall be limited to daylight hours only, Monday through Saturday.
 - d. All lighting on site shall be directed away from adjacent residential properties and illumination shall not exceed 0.5 foot candles as measured at any adjacent residential property line.
 - e. Fire lane access to all structures on the subject property shall be consistent with Exhibit "C" and shall, otherwise, meet the minimum requirements of the Land Development Code no later than one year from the date of approval of this ordinance with final approval required by the Fire Marshal.
 - f. If the property changes ownership or use, then a detailed site plan will be required and shall include any new buildings access easements, parking areas, landscape buffers, and other improvements being proposed in accordance with the Land Development Code.
- 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 7th day of January 2014.

The second reading and public hearing being conducted on the 21st day of January 2014.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 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

CC-1

HALL JOHNSON RD

ML

1601

1601

AG

CC-2

1513

Subject Property

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GATEHOUSE CT

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CRESTEDGE C

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Exhibit B – Legal Description

Tract 1

BEING a tract of land out of the J. L. BYAS SURVEY, ABST. #180 in Tarrant County, Texas, and more particularly described as a portion of a 9.315 acre tract out of said survey recorded in the name of Joe B. Harrison in Vol. 2850, Page 467, Deed Records, Tarrant County, Texas and being described by metes and bounds as follows:

BEGINNING at a pipe, said pipe being the Southwest corner of said 9.315 acre tract;

THENCE North 00 deg. 18 min. East along the West line of said 9.315 acre tract 246.7 ft to an iron pin for corner;

THENCE South 89 deg. 45 min. East 241.2 ft to an iron pin for corner in the West line of a 4.965 acre tract of land recorded in the name of Ronald R. Robertson in Vol. 5398, Page 58, Deed Records, Tarrant County, Texas;

THENCE South 00 deg. 11 min. West along the West line of said 4.965 acre tract 246.7 ft to an iron pin for corner in the South line of said 9.315 acre tract;

THENCE North 89 deg. 45 min. West along the South line of said 9.315 acre tract and along a fence 241.7 feet to the POINT OF BEGINNING and containing 1.367 of land, more or less;

Tract 2

BEING 1.482 acres, more or less, situated in the J. L. BYAS SURVEY, ABSTRACT #180, Tarrant County, Texas, being a portion of a 4.965 acre tract described in Deed from Ronald R. Roberson to R. Sam Culbertson dated April 13, 1984, recorded in Volume 8382, Page 744 of the Deed Records of Tarrant County, Texas, SAVE AND EXCEPT 3.483 acre of said property as described in Partial Release of Lien executed by Lloyd Winsworth dated November 20, 1985, recorded in Volume 8382, Page 760 of the Deed Records of Tarrant County, Texas, all as more particularly described following:

BEING a 4.965 acre tract of land out of the J. L. BYAS SURVEY, ABSTRACT #180, Tarrant County, Texas, and being a part of a 9.315 acre tract of land conveyed to J. B. Harrison and wife by deed recorded in Volume 2850, Page 467, Deed Records of Tarrant County, Texas described by metes and bounds as follows:

BEGINNING at an iron pin at the Southeast corner of said 9.315 acre tract, said point being 216.67 feet North of the S.E. Corner of said J. L. Byas Survey;

THENCE West 271.0 feet to an iron pin for corner;

THENCE North 00 degrees 11 minutes E, 794.0 feet to an iron pin in the South ROW line of the Hall-Johnson Road;

THENCE along said ROW line S 88 degrees 45 minutes E, 43.73 feet, said point being the beginning of a curve to the left having a radius of 896.0 feet, and continuing along said curve a distance of 227.27 feet to an iron pin;

Exhibit B – Legal Description (Continued)

THENCE S 00 degrees 23 minutes E 828.5 feet to the place of beginning, containing 4.965 acres of land, more or less;

SAVE AND EXCEPT THE FOLLOWING:

Being a tract of land out of the J. L. BYAS SURVEY, ABSTRACT NO. 180 in Tarrant County, Texas, being part of a 9.315 acre tract of land conveyed to J. B. Harrison, et ux, recorded in Volume 2850, Page 467, Deed Records of Tarrant County, Texas;

BEGINNING at an iron pin 457.13 feet North and 270.23 feet West of the Southeast Corner of the J. L. Byas, Abstract No. 180 in Tarrant County, Texas;

THENCE North 0 degrees 11 minutes East 553.54 feet to an iron pin in the South line of the Hall Johnson Road;

THENCE with said South line, South 88 degrees 45 minutes East 43.73 feet to an iron pin at the beginning of a curve to the left;

THENCE with said curve to the left, with a radius of 2804.37 feet and a central angle of 4 degrees 42 minutes 15 seconds a distance of 230.06 feet to an iron pin;

THENCE South 0 degrees 33 minutes 55 seconds West 582.21 feet to an iron pin;

THENCE South 89 degrees 21 minutes 17 seconds West 267.44 feet to the place of beginning, containing 3.483 acres of land, more or less (151.73835 square feet).



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 02/04/2014

Number Ordinance O-14-1907

Type Ordinance

Department Public Works

Title

Approval of amendments to Chapter 9 - Subdivision Design and Public Facilities in the Land Development Code

Explanation

First Reading and Public Hearing

On January 7, 2014, staff presented the recommendations of the Colleyville Sidewalks Committee, and a proposed internal procedure that would be adopted to ensure compliance with a new policy with regard to sidewalk construction in conjunction with new development and redevelopment. Based on the direction received by City Council, Resolution R-14-3717 is presented for consideration later on this agenda (February 4, 2014), which will formalize the new sidewalk policy, and rescind the Supplemental Sidewalk System Map.

Chapter 9 of the Land Development Code establishes the policies and procedures for sidewalks. With approval of Resolution R-14-3717, proposed Ordinance O-14-1907 will amend Chapter 9 of the Land Development Code to accurately reflect the new procedures and policies regarding sidewalks.

Proposed amendments to Chapter 9 are reflected in the Proposed Changes to the Land Development Code – Chapter 9 – Subdivision Design and Public Facilities redlined attachment. A summary of the amendments include:

- General grammar corrections
- Adjusting the responsible party from "City Engineer" or "Director of Public Services" to the "Director of Public Works or designee"
- Added language in Section 9.7.I.4 to specify the requirement for a grading plan for all lots
- Section 9.12.F.1: language was adjusted to remove the reference to the Supplemental Sidewalk System Map and to replace the Planning and Zoning Commission with the City Council as the appeal reviewing body
- Deletion of sections 4, 5, 6, and 7 of Section 9.12.F
- Deletion of the language "Form of Escrow"
- Section 9.15.E.1: additional language was added to clarify the requirement
- Section 9.19.A: clarification of the language requiring sidewalks at all locations unless waived by zoning or City Council

- Section 9.19.A.3: language specifying that escrows may be warranted
- Section 9.19.A.4: language specifying that building permits will be contingent on the written commitment of applicant to construct the sidewalk or pay the required escrow amount

These proposed changes will modify Chapter 9 of the Land Development Code to accurately reflect new procedures and policies in regard to sidewalk construction in conjunction with new development or redevelopment.

Financial Impact

There is no financial impact to the City. Escrowed funds that are generated as a result of this policy will be used to construct sidewalks within the respective neighborhood district.

Recommendation

Approve

Attachments

1. Proposed Amendments - Chapter 9 - Land Development Code
2. Ordinance O-14-1907

Proposed Amendments - Chapter 9 - Land Development Code

Colleyville, Texas, Land Development Code

Chapter 9 Subdivision Design & Public Facilities

Rev. 03-03-0902/18/2014

Section 9.1 Purpose of This Chapter

The purpose of this Chapter is to establish design guidelines necessary for proper layout of a subdivision and to establish the public improvement requirements for the development of a subdivision, but more specifically to:

1. ensure that public facilities and services are available to all subdivisions in the City; and
2. establish reasonable standards of design for public facilities.

Section 9.2 Authorization for Adoption of This Chapter

The regulations contained in this Chapter have been adopted under the following authority:

1. *Chapter 212 – Municipal Regulation of Subdivisions and Property Development of the Texas Local Government Code*, which authorizes a municipality to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction.
2. *Chapter 51 – General Powers of Municipalities of the Texas Local Government Code*, which authorizes a municipality to adopt ordinances, rules, or police regulations that are for the good government, peace, or the trade and commerce of the municipality.
3. *The Home Rule Charter of the City of Colleyville*, which authorizes the City Council to exercise all powers granted to municipalities by the Constitution or the laws of the State of Texas.

Section 9.3 Variances and Appeals

Any person seeking approval of a development as required by this Land Development Code may request a waiver from a requirement contained in this Chapter, or appeal a decision of an Administrative Official by submitting a request using the procedures described in *Chapter 1 – General Provisions* of this Land Development Code.

Section 9.4 Definitions

Definitions applicable to this Chapter may be found in *Chapter 2 – Definitions* of this Land Development Code.

Section 9.5 Subdivision Design Guidelines

Every subdivision plat shall be reviewed for conformance with the design guidelines contained in this ~~Chapter~~Land Development Code. The City recognizes that suitability characteristics vary from site to site and when approving a subdivision plat the following guidelines shall be used for interpretation, application and enforcement of the design guidelines contained in this ~~Chapter~~Land Development Code:

1. It is the intention of these subdivision design guidelines to encourage new and creative ways to develop subdivisions. Developers and city officials are encouraged to utilize new and innovative ways to improve safety, economy, tax yield, maintenance cost, response time, drainage, vehicular access, and pedestrian passage.

2. Whenever a ~~subdivider-developer~~ can demonstrate an alternative method of meeting the requirements of this ~~Chapter~~Land Development Code, it shall be incumbent upon the city staff, the Planning and Zoning Commission, and the City Council to review the proposed variations and approve, approve with modifications, or disapprove the proposed alternatives as appropriate for the conditions.

Section 9.6 Blocks

- A. General Design – Blocks should have sufficient depth to provide for two (2) tiers of lots of appropriate depths, except that blocks adjacent to major streets, railroads or waterways shall have only one tier of lots.
- B. Block Lengths & Widths – Residential and industrial blocks generally shall be no longer than sixteen hundred (1,600) feet and business blocks no longer than one thousand (1,000) feet. Where long blocks in the vicinity of a school, park or shopping center are proposed, the City Council may require a public walkway near the middle of long blocks or opposite a street that terminates between the streets at the ends of the block.

Section 9.7 Lots

- A. Lot Arrangement – Lots shall be arranged to provide access to lots from approved streets and to avoid foreseeable difficulties due to topography and natural physical features inherent to the property.
- B. Lot Area and Dimensions – Lot area and dimensions shall be consistent with the minimum requirements of the applicable zoning district and the following:
 1. *Special Lot Width Requirement* - The width between side lot lines at their foremost points (where they intersect with the street line) shall not be less than eighty (80) percent of the required lot width. In the case of lots on the turning circle of a cul-de-sac, the width may be less than eighty (80) percent of the required lot width.
 2. The City may approve a plat which contains a lot that does not meet the minimum requirements when special conditions exist.
- C. Frontage on Public Access Required – All lots shall have frontage on a public street, except a non-residential lot may be approved when the proposed public access has been determined by City to be adequate to meet the intent of this requirement. The lot line common to the street right-of-way line shall be the front line; except that a lot may have more than one lot line common to a street right-of-way line.
- D. Access from Major Thoroughfares
 1. Residential Lots - No residential lot shall front on or derive access directly from an existing or proposed collector street, or larger, as shown on the Master Thoroughfare Plan, except where the proposed subdivision meets all the following criteria:
 - a. Where the only street frontage which may be provided to the residential lot is from a collector street due to the shape, topography, or other physical condition of the property;
 - b. The ~~City Engineer~~Director of Public Works or designee has provided favorable recommendation; and.
 - c. Where the residential lot is designed and dimensioned to permit loop driveways or on-site turnaround facilities so that vehicles head into the collector street.
 2. Non-residential Lots – Non-residential lots which have frontage onto or derive access directly from an existing or proposed collector street, or larger, as shown on the Master Thoroughfare Plan, shall have driveway locations which *comply with the spacing requirements established elsewhere in Chapter 14*

– *Engineering Design Standards* of this Land Development Code.

- E. Buildable Area – Every lot shall contain a buildable area that is adequate in size for the proposed development. The buildable area shall be situated out of the 100 year flood plain.
- F. Flag Lots Prohibited – It is the policy of the City to prohibit the creation of flag lots unnecessarily, and to discourage the creation of any lot which, by virtue of its relatively great depth in relation to its width, is likely to facilitate future requests for re-subdivision to create a flag lot.
- G. Building Lines – Front building lines shall be shown on all lots in the subdivision. Building lines shall be shown along each street-facing of corner lots and through-lots. The building line shall be consistent with the requirements of the applicable zoning district, however, the City may approve a building line which differs from the zoning requirements when special conditions exist.
- H. Side Lot Lines – Where possible, all side lot lines shall be at right angles to straight street lines and radial to curved street lines.
- I. Lot Drainage and Grading
 - 1. Grading and drainage of all lots shall be designed in a manner which will allow one lot to drain across an adjacent lot and into a permanent structure, such as a concrete flume, lined channel, or proper inlet to an adequate drainage facility, or to a street right-of-way. If an approved drainage structure is not present, it will be required of the developer to construct the necessary facilities. (O-00-1261 / 12-19-00)
 - 2. Sheet flow techniques shall be used for lot to lot drainage where possible. (O-00-1261 / 12-19-00)
 - 3. Single lots shall accommodate their own drainage into an approved structure where topographic elevations allow this to occur. (O-00-1261 / 12-19-00)
 - 3.4. For lots that an approved engineered grading plan does not exist, the developer of the site shall submit a grading plan prepared by a licensed Professional Engineer.

Section 9.8 Waterbodies and Water Courses

If a tract being subdivided contains a water body, or portion thereof, lot lines shall be drawn so as to distribute the entire ownership of the water body among the adjacent lots. The City may approve an alternate plan provided the ownership of and responsibility for maintenance of the water body is so placed that it will not become a City responsibility. Where a watercourse separates the buildable area of a lot from the street by which it has access, provision shall be made for installation of a culvert or other structure, of design approved by the City. Any lot which includes a water body and contains a building site, shall contain a buildable area that is not less than the minimum buildable area for the applicable zoning district.

Section 9.9 Street Names

The developer shall submit all existing and proposed street names on any proposed subdivision plat. New street names shall be sufficiently different in sound and in spelling from other road names in the city so as to not cause confusion to the general public or for emergency response. A road which is, or planned, as a continuation of an existing road shall bear the same name.

Section 9.10 Reserve Strips and Common Areas

The creation of reserve strips shall not be permitted adjacent to a proposed street or to adjacent property in such a manner as to deny access from adjacent property to the street. No common areas shall be allowed in a subdivision except where notation has been placed on the plat to prohibit development on the common area.

Section 9.11 Double Frontage Lots

Double frontage and reversed frontage lots shall be avoided except where necessary to provide separation of residential development from a collector street or to overcome specific disadvantages of topography and orientation. The City may require that a notation be placed on the plat to limit the facing of main structures or to limit driveway access from a collector street.

Section 9.12 General Infrastructure Policy

(03-03-09 / O-09-1712)

- A. General Requirement – The developer of a subdivision shall install all water, sewer, street, sidewalk and drainage improvements, and any other facilities required by this Land Development Code, which are necessary for the proper development of the subdivision. The design, construction and inspection of any public facilities shall be a cost to the developer, unless the City has entered into an agreement for cost sharing. All such facilities shall be designed and constructed in accordance with the criteria contained in this Land Development Code and be in conformance with the general layout of the City of Colleyville Master Land Use Plan and Capital Improvements Plan. The public facility requirement of this section shall be applicable to the upgrading of any existing facilities which do not meet current standards.
- B. Apportionment of Infrastructure Costs – As a condition of the approval of a development, the developer's portion of the costs may not exceed the amount required for infrastructure improvements that are roughly proportionate to the projected impact of the proposed development, as determined by a professional engineer, licensed in the State of Texas, and who is retained by the City of Colleyville.
1. In making the rough proportionality determination, consideration shall be given to the availability of adequate and minimum levels of public facilities and accessibility to the site for delivery of emergency services.
 2. The professional engineer making the proportionality determination may rely on categorical findings from comparable public improvement projects for establishing a cost basis. The basis used for determining estimated costs shall be revised annually on July 1 by the Colleyville Engineering Department.
 3. A developer who disputes the determination by said professional engineer may appeal to the City Council and present testimony and evidence in support of the appeal. The appeal shall be written and filed with the City Secretary within ten (10) days after the date action taken by the Planning and Zoning Commission on the development proposal. The developer shall not be required to waive the right to appeal as a condition of approval of the development project.
- C. Optional Escrow Provision – Where, in the opinion of the City, construction of a required public improvement should be deferred to a future date, the developer shall place in escrow with the City, an amount equal to the estimated cost of the improvements, as determined by the ~~City Engineer~~the Director of Public Works or designee. The Planning and Zoning Commission or City Council may consider an alternate arrangement when appropriate. Any escrow related to the construction of sidewalks shall adhere to the requirements set forth in Section F.
- D. City Participation in Over-Sizing – Where over-sizing of a public improvement is required by the Comprehensive Master Plan, Thoroughfare Plan, Water or Sewer Capital Improvements Plan or other planning document adopted by the City, City participation shall be in accordance with the provisions of any applicable Impact Fee Ordinance or City-Developer Agreement, which has been approved by the City Council.

- E. Public Easements – All public improvements shall be constructed within easements or rights-of-way that have been dedicated for public use. The width of an easement or right-of-way shall be in accordance with the specifications contained elsewhere in this Land Development Code.
- F. Escrow Policy for Sidewalks

1. Request for Escrow

Whenever these regulations require a property owner to construct a sidewalk for a dwelling unit, the property owner may petition the City for deposit of an escrowed amount, as established in this Section, in lieu of the required construction of a sidewalk. The Director of Public Works or designee ~~the Director of Community Development~~ shall determine whether the escrow is reasonable in lieu of the obligation to construct the improvement. ~~based on the Supplemental Sidewalk System Map.~~ If an escrow request is denied, then the applicant may appeal that denial to the Planning and Zoning Commission ~~City Council~~ if a written request for appeal is received by the Director of Public Works or ~~designee the Director of Community Development~~ within ten (10) days of the denial. ~~The decision of the Planning and Zoning Commission shall be final.~~

2. Deposit with the City

Whenever the City agrees to accept escrow deposits in lieu of construction by the owner of the property under these regulations, the property owner or developer shall deposit an amount equal to his share of the costs of design and construction in escrow with the City. This amount shall be paid prior to release of construction plans by the Director of Public Works. The obligations and responsibilities of the property owner shall become those of the property owner's transferees, heirs, successors, and assigns; and the liability therefore shall be joint and several.

3. Determination of Escrow Amount

The amount of the escrow shall be determined by using the average of the comparable bids awarded by the City in the preceding six (6) months for sidewalk design and construction or, if none exist, then current market value of the design and construction of a sidewalk in the City, to be determined by the Director of Public Works. The determination shall be based on reasonable current market value made as of the time the escrow is due.

~~4. Termination of Escrow~~

~~Escrow fees paid to the City pursuant to this Section shall be held for a period of ten (10) years from the date of the deposit. If the City has not expended such funds on a sidewalk with the Sidewalk District of the dwelling unit that deposited the sidewalk escrow fee, and upon written request from the original party making the deposit, such funds shall be returned to the original party that paid the escrow fees with accrued interest, subject to the limitations in Subsection 6. Such return does not remove any obligations of the dwelling unit for construction of required improvement(s) if a building permit is applied for.~~

~~5. Refund~~

~~If any public improvement for which escrow is deposited is constructed or is reconstructed by another governmental authority at no cost to the City, the escrow funds and accrued interest shall be refunded to the property owner or developer after completion and acceptance of the public improvements. In the event that a portion of the cost is borne by the City and the other portion of the cost by another governmental authority, the difference between the owner's actual proportionate cost and the escrow funds, including accrued interest, if any, shall be refunded after completion and acceptance of the improvements.~~

~~6. Interest Limitation~~

~~If for any reason money is refunded within six (6) months of deposit, only the principal will be refunded. Monies returned after this date will be refunded with interest accrued calculated at one percent (1%) less than the rate of actual earnings received on the escrowed funds.~~

~~7. Waiver of Escrow~~

~~The Developer may apply to the Planning and Zoning Commission for a waiver of the requirement to construct a sidewalk or escrow funds in lieu of construction. The decision of the Planning and Zoning Commission is final.~~

8.4. Use of Escrow Funds

Six (6) Sidewalk Districts are hereby established throughout the City. These districts shall share the same boundaries as the six (6) neighborhoods depicted on the Neighborhood Boundary Map in the 2004 – 2025 Colleyville Plan. The Sidewalk Districts are established so that sidewalk escrow funds will be expended within sufficient proximity to the dwelling unit that deposited the sidewalk escrow fee so as to reasonably benefit that dwelling unit. Funds escrowed pursuant to this Section Land Development Code shall be expended on design and construction of sidewalks located at any place within the same Sidewalk District as the dwelling unit depositing the sidewalk escrow fee.

9.5. Existing Escrow Funds

- i. All funds currently escrowed in lieu of sidewalk construction before the effective date of this Ordinance are subject to expenditure under this Ordinance unless a written objection is filed, by the owner of the lot for which the funds are escrowed, with the Director of Community Development within thirty (30) days after notice of this Ordinance is received. Notice of this Ordinance shall be sent to the current owner of the lot for which the funds are escrowed at the address listed in the most recent tax rolls of the City. If the person receiving notice under this subsection is not the current owner, then they must immediately notify the City of the person who purchased the property and provide the City with the address of that person.
- ii. If an objection is filed pursuant to the previous subsection, the Director of Community Development shall decide, within thirty (30) days, if the circumstances involving the particular lot and surrounding Sidewalk District reasonably require a return of the escrowed funds. The owner of the lot may appeal the decision of the Director of Community Development by filing a written objection, explaining the owner's argument and requesting for a hearing before the City Council, with the City Secretary not later than ten (10) days after the Director of Community Development's decision. After hearing the lot owner's objections, City Council may either refund the escrowed money or deny the refund and order the funds to be used for future sidewalk construction on that lot or in that sidewalk district.
- iii. This Ordinance shall apply to any and all funds paid into the sidewalk escrow fund in lieu of sidewalk construction after the effective date of this Ordinance.

Form for Escrow

~~An escrow for the construction of a sidewalk pursuant to this Section shall be in the following form:~~

~~In lieu of constructing the necessary sidewalks in the development, the developer shall be required to escrow funds for the construction the sidewalks which shall be dedicated to the City. The developer shall be required to escrow these funds in the amount of \$ _____, which includes contingencies, engineering, and design. This escrow requirement shall be fulfilled prior to the signing and filing of the approved final plat.~~

Section 9.13 Water System Requirements

- A. Water Lines – The developer of a subdivision shall be required to install, at no cost to the City, a water distribution system adequate for domestic supply and for fire protection needs which serves each lot. The

water system shall be connected to the municipal water system and be designed, sized and constructed in accordance with the city design standards and specifications contained in this Land Development Code.

- B. Fire Hydrants – The developer of a subdivision shall be required to install, at no cost to the City, a sufficient number of fire hydrants to provide fire protection to every lot in the subdivision. All structures in residential areas shall have fire hydrants within 500 feet and a 600-foot hose-lay. All structures in commercial areas shall have fire hydrants within 300 feet and a 500-foot hose-lay. The design and construction of the fire hydrant system shall be in accordance with the city design standards and specifications contained in this Land Development Code. The layout of the fire hydrant coverage shall be approved by the Fire Marshal and be in accordance with the standards of the Texas State Board of Insurance requirements. (O-00-1261 / 12-19-00)

Section 9.14 Sewage System Requirements

- A. Sewage Collection Lines – The developer of a subdivision shall be required to install, at no cost to the City, a sewage collection system adequate which shall serve each lot. The sewage collection system shall be connected to the municipal sewage system and be designed, sized and constructed in accordance with the city design standards and specifications contained in this Land Development Code.
- B. Private Sewage Treatment Systems – Private sewage treatments systems, including septic tanks, shall be prohibited except where approved by the Director of Public Services-Works or designee and the Tarrant County Health Department.

Section 9.15 Storm Water Facility Requirements

- A. Drainage Improvement Requirements – The developer shall provide for the design of storm water management in the proposed subdivision and shall be required to furnish, install, construct, or extend, at his own expense, all storm sewers and drainage structure facilities necessary for the proper development of the subdivision. Storm water facilities shall conform to the storm water drainage master plan and shall be designed in accordance with the design standards and specifications contained in this Land Development Code. Alternate earthen channels may be approved when in accordance with the criteria established in *Chapter 14 – Engineering Design Standards*.
- B. Drainage Easements – All public drainage facilities shall be constructed within a public drainage easement or drainage right-of-way as required by the City. The following statement of restriction shall be placed in the dedication instrument of the subdivision plat:

Drainage Easement Restriction: No construction or filling, without the written approval of the City of Colleyville shall be allowed within a drainage easement, and then only after detailed engineering plans and studies show that no flooding will result, that no obstruction to the natural flow of water will result, and subject to all owners of the property affected by such construction becoming a party to the request. Where construction is permitted, all finished floor elevations shall be a minimum of two feet above the 100-year flood elevation.

- C. Development of Flood Plain – Land within the 100-year flood plain shall be subject to the Colleyville Flood Plain Ordinance. Any land which in the natural state is subject to a 100-year flood or which cannot be properly drained shall not be subdivided, re-subdivided, or developed until receipt of evidence that the construction of specific improvements proposed by the developer can be expected to yield a usable building site. Thereafter, the Planning and Zoning Commission may recommend approval of the plat. However, construction upon such land shall be prohibited until the specific improvements have been planned and construction completed.
- D. Floodway Easements
1. Floodway easements shall be provided along natural drainage-ways and lakes reservations. Floodway easements shall encompass all areas beneath the water surface elevation of the base flood, plus such

additional width as may be required to provide ingress and egress to allow maintenance of the banks and for the protection of adjacent property, as determined and required by the Director of Public Services/Works or designee.

2. The following statement of restrictions shall be placed in the dedication instrument of the subdivision plat:

Floodway Easement Restriction: No construction shall be allowed within a floodway easement without the written approval of the City of Colleyville, and then only after detailed engineering plans and studies show that no flooding will result.

- E. Off-Site Drainage – The following provisions shall be applicable to off-site drainage of new subdivisions:

1. The developer shall accept and be responsible for all runoff from ~~fully developed property~~ properties upstream of the proposed development. The proposed improvements shall be designed for fully developed conditions.
2. Where a drainage study indicates that additional runoff from the developing property will overload downstream drainage facilities and result in hazardous conditions, the City may withhold approval of the development until appropriate provisions have been made. These provisions shall include any drainage design or construction plans necessary to accommodate the off-site drainage problem.

Section 9.16 Street Improvement Requirements

- A. General Requirement – The developer shall construct, at his expense, street facilities necessary for the proper development of the subdivision. The street system shall provide access to every lot in the subdivision and be designed and constructed in accordance with the criteria contained in this Land Development Code.
- B. Improvements to Existing Unimproved Streets and Utilities – This section is applicable to a proposed development situated adjacent to an existing street or municipal utility, which does not meet the standards contained in the Land Development Code. (O-06-1562 / 02-07-06)

1. *Improvements Required* – If a proposed subdivision is situated adjacent to an existing street or municipal utility, which does not meet the standards contained in this Land Development Code, the developer shall bear the cost for constructing the infrastructure improvements required by this Land Development Code in accordance with the General Infrastructure Policy contained elsewhere in the Land Development Code.

For the purpose of this regulation, the calculation used for estimating the reconstruction costs for an unimproved street shall include all street paving, curb and gutter, sidewalks, hike and bike trails, water and sewer utilities, and drainage improvements. The improvements shall be sized in accordance with the most recently approved Master Thoroughfare Plan or Capital Improvements Plan, which is applicable.

2. *Escrow* – The Administrative Official may recommend approval of a subdivision plat to the Approving Body conditioned upon the deposit in escrow of the estimated costs of the adjacent unimproved street and utility improvements in-lieu of the actual construction of said facilities. Any escrow, without interest, shall be applied against any assessment for improvements levied on such property, but shall not be deemed to release such property from liability for any future costs assessed which exceed the escrow.
3. *One and Two Lot Residential Subdivisions* – If a proposed residential subdivision contains only one or two lots and the developer does not own any contiguous property, in lieu of actual construction, the developer shall pay the applicable perimeter street costs in accordance with the General Infrastructure Policy contained elsewhere in this Land Development Code for the initial one hundred feet of street

frontage. The applicable perimeter street costs shall be reduced 0.2% per linear foot of frontage in excess of one hundred feet, not to exceed fifty percent of the applicable additional street frontage.

Exemption: A lot platted under this Section that contains an existing single-family dwelling at the time a subdivision plat application is filed with the City and the lot is situated within a zoning district that allows single-family residential uses, said lot shall have an automatic exemption from the perimeter street costs, provided that existing perimeter street facilities are sufficient to assure the safe, effective and orderly movement of traffic in and about the subdivision and utility services are adequate to serve the development. The following notation shall be placed on the plat: *“Any future divisions of these lots will require full compliance with the unimproved street requirements applicable at the time of any subsequent re-platting.”*

Section 9.17 Street Design Criteria

- A. Street Functional Classification – All streets shall be designed in accordance with the functional classification shown on the most recent version of the Master Thoroughfare Plan and the following:

Functional Classification of Streets	
Street Classification	Functions - Uses
Local	Carries traffic from residential and commercial areas to collector streets and interconnects individual sites. Local streets carry light traffic volumes and trips are of a short duration.
Collector Major Minor	Carries traffic from local streets to arterial streets. Uses served would include medium and high density residential, limited commercial facilities, elementary schools, some small offices and as direct access within industrial parks. Collector streets also carry heavy traffic to major commercial and industrial facilities from arterial streets. Uses would include office parks, industrial parks, and community level commercial facilities.
Arterial Major Minor	The main function of an arterial is to carry traffic from one urban area to another. The arterial streets serve the major activity centers of urbanized areas. An arterial street is used for longer urban trips and carries a high portion of the total traffic with a minimum of mileage.

- B. Street Design

1. *In-General* – Streets shall be designed with due regard to topography, with due consideration of the abutting uses, and the anticipated destination of traffic and traffic volumes at full development of the neighborhood. Where necessary to prevent traffic congestion and to ease the movement of vehicles to and from principal traffic generators, additional right-of-way width or other special design shall be provided. Where topographical conditions make other treatment necessary to secure the best overall design, these standards may be modified by the Director of Public Works or designee, approving body.
2. *Street Continuity* – The street layout shall provide for the continuation of the collector street system as shown on the Master Thoroughfare Plan. Streets shall provide connection to streets in adjacent subdivisions, but local streets shall be designed so as to discourage use by through traffic and to require the minimum number of streets necessary for convenient and safe access to property.
3. *Curvilinear Streets Encouraged* - The subdivider-developer is encouraged to consider curvilinear, cul-de-sac, and loop street designs where such use would result in a more functional layout and not necessarily adhere to a rigid rectangular gridiron street pattern.
4. *Right-of-way Widths* – Every subdivision plat shall dedicate sufficient right-of-way to comply with the requirements of the Master Thoroughfare Plan. The right-of-way widths shall be designed for the intended use and anticipated traffic volume at optimum development of the area served. Additional right-of-way may be required at street intersections and to provide for left and right turn lanes at high-volume intersections.

5. **Cul-de-sac Lengths** – No street shall be designed as a permanent dead-end street, but shall be designed to incorporate a cul-de-sac which complies with this Section. (O-00-1261 / 12-19-00)
 - a. **Diameter** – A cul-de-sac street shall be provided at the closed end with a minimum property line right-of-way diameter of one hundred feet, and a pavement turn-around with a minimum outside diameter of eighty feet (80'). (O-00-1261 / 12-19-00)
 - b. **Length** – No cul-de-sac street shall exceed six hundred feet (600') in length, unless additional right-of-way width and additional pavement width are provided as required in this Section. Furthermore, no cul-de-sac street shall exceed the maximum length of one-thousand two hundred feet (1,200'). For purpose of this regulation, cul-de-sac length shall be measured along the centerline of the cul-de-sac from the intersecting street right-of-way line to the center point of the cul-de-sac. (O-00-1261 / 12-19-00)
 - c. **Width** – A cul-de-sac street shall have a minimum right-of-way width of fifty feet (50') and a minimum pavement width of thirty-one feet (31'), back-to-back of curb. However, a cul-de-sac street which exceeds six-hundred feet (600') in length shall have a minimum right-of-way width of fifty-six feet (56') and minimum pavement width of thirty-six feet (36'), back-to-back of curb. (O-00-1261 / 12-19-00)
 - d. **Maximum Number of Lots** – The maximum number of single-family lots served on a cul-de-sac street shall be as shown in the following table: (O-00-1261 / 12-19-00)

Maximum SF Residences Served on Cul-de-sac	
District	Max. Number of Lots Served
AG	5
RE	5
R-40	10
R-30	10
R-20	12
R-15	12
PUD-R	12

- e. **Temporary Turn-Around** – A temporary turn-around is required when a street is temporarily dead-ended and is longer than one-hundred and fifty (150) feet, as measured from the intersecting street right-of-way line. The temporary turn-around shall be within a temporary easement and constructed of asphalt or concrete. (O-00-1261 / 12-19-00)
6. **Temporary Dead-End Streets** - Temporary dead-end streets shall have provision for future extension of the street and utilities and, if a temporary cul-de-sac is utilized, a reversionary right to the land abutting the turnaround for excess right-of-way shall be provided.
7. **Stub-outs for Future Extensions** - Permanent dead-end roads shall not be allowed. The street layout shall be extended to the tract boundary to provide for future access into adjoining tracts to assure adequate neighborhood circulation, unless prevented by topography or other physical conditions, or unless, the Planning and Zoning Commission determines that the extension is neither necessary for future development of adjacent tracts. In general, these extensions should be not more than one thousand (1,000) feet apart.
8. **Pavement Required** - All street surfaces within or abutting the proposed subdivision shall be paved, with curbs and gutters installed, and constructed in accordance with the standards and specifications contained elsewhere in this Land Development Code.

9. *Frontage Access Road* - Where a subdivision abuts or contains an existing or proposed collector street or railroad right-of-way or abuts a commercial or industrial land use, the City may require a frontage street approximately parallel to and on each side of such right-of-way to separate through and local traffic, or reverse frontage with screen planting contained in a non-access reservation along the rear property line, deep lots with rear service alleys, or equivalent treatment as may be necessary for adequate protection of residential properties.
10. *Half Streets* - Half streets shall be prohibited, except where essential to the reasonable development of the subdivision in conformity with the other requirements of these regulations, and where the Planning and Zoning Commission finds it will be practicable to require the dedication of the other half when the adjoining land is subdivided, the other half of the street shall be platted within such tract.
11. *Number of Subdivision Entryways* – Every subdivision shall be designed to provide sufficient access into the development to accommodate anticipated traffic demands and to provide for emergency public services using the criteria contained in this Section. (O-01-1280 / 08-08-01)
 - a. Where a proposed subdivision, or cul-de-sac street, contains more than twelve (12) lots, the development shall provide for two entryways as follows:
 - i. The development shall provide one street entryway and one emergency access easement. The emergency access easement shall be located on an adjacent or opposite side of the subdivision from the main entryway. The widths of the right-of-way and driving surfaces of the street entryway and the emergency access easement shall be in accordance with the standards contained elsewhere in this Land Development Code, or
 - ii. The development shall provide two street entryways separated not less than one-hundred feet between the centerlines of the driving surfaces. The widths of the right-of-way and driving surfaces of the two entryways shall be in accordance with the standards contained elsewhere in this Land Development Code, or
 - iii. The development shall provide a divided entryway and one emergency access easement. The driving surfaces of the divided entryway shall be separated by a median not less than ten (10) feet in width and provide for one-way traffic. The widths of the right-of-way and driving surfaces of the divided entryway shall be in accordance with the standards contained elsewhere in this Land Development Code. The emergency access easement shall be located on an adjacent or opposite side of the subdivision from the main entryway and be constructed in accordance with the standards contained elsewhere in this Land Development Code.
 - b. If it is physically impractical or otherwise impossible to provide two entryways or to incorporate an emergency access easement into the development in accordance with the above stated requirements, the following alternative may be considered by the approving body:
 - i. A single pavement width of forty-one (41) feet shall be constructed. Said pavement shall extend back from the intersecting street right-of-way a minimum distance of one-hundred (100') feet. All residences within the subdivision shall contain automatic fire-sprinkler systems.
 - c. If it is physically impractical or otherwise impossible to comply with the above-stated requirements, an alternative design may be submitted to the City Council for consideration. The approving body may approve the alternate design if it finds that the above-state requirements can not be satisfied and that all efforts have been made by the developer to comply with said requirements.
12. *Reverse Curves* - Between reverse curves there shall be a tangent section of centerline not less than one hundred feet (100') long.

C. Intersections

1. Streets shall be laid out so as to intersect as nearly as possible at right angles. A proposed intersection of two (2) new streets at an angle of less than seventy-five (75) degrees shall not be acceptable.
 2. Proposed new intersections along one side of an existing street shall, wherever practicable, coincide with any existing intersections on the opposite side of such street. Not more than two (2) streets shall intersect at any one point unless specifically approved by the City.
 3. Street jogs with centerline offsets of less than one hundred thirty-five (135) feet shall not be permitted.
 4. Local streets intersecting a collector street or larger shall have a tangent section of centerline at least fifty (50) feet in length measured from the right-of-way line of the collector street; however, no such tangent is required when the minor street curve has a centerline radius greater than four hundred (400) feet with the center located on the collector street right-of-way line.
 5. At local street intersections, the property line corner shall be rounded by an arc having a radius of twelve (12) feet. This radius shall be increased when the smallest angle of intersection is less than eighty (80) degrees. At intersections of streets with major and collector streets the property line corners shall be rounded by an arc having a radius of twenty-five (25) feet. The ~~approving body~~Director of Public Works or designee may ~~submit~~approve comparable cut-offs or cords in place of rounded corners.
 6. Where practical, spacing of intersections along collector streets shall be at least 500 feet apart.
- D. Easements – Easements for drainage and utility construction, service, and maintenance shall be provided in locations approved by the City and affected utilities according to the following standards:
1. Easement for the use of public utilities of not less than seven and one-half (7.5') feet in width shall be provided on each lot and extend along the entire length of the rear property line. Easements shall connect with easements already established on adjoining properties or extend to connect with a public right-of-way. No lot shall be shown with an easement which prevents proper development and full utilization of the lot as a suitable building site for the intended zoning district.
 2. For lots of more than two hundred (200) feet deep, the utility easement shall be not less than sixteen (16) feet wide.
 3. The width of any drainage easement shall be determined by the ~~City Engineer~~Director of Public Works or designee or in accordance with the need for drainage improvements established by any drainage study.
 4. All utility easements shall be dedicated as utility and/or drainage easements.
 5. When an easement is granted for public purposes as a separate instrument, the following statement of restrictions shall be placed in dedication instrument:

Utility Easements

Any public utility, including the City of Colleyville, shall have the right to move and keep moved all or part of any building, fences, shrubs, other growths or improvements which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the easements shown on the plat; and any public utility, including the City of Colleyville, shall have the right at all times of ingress and egress to and from and upon said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.

- E. Easements Adjacent to State Highways – When a proposed water or sewer line or drainage facility will be placed adjacent to a public road maintained by the Texas Department of Transportation, a separate specific use easement shall be provided for each utility or drainage facility.

- F. Emergency Access Easements – Emergency access easements shall have a clear unobstructed width to accommodate a pavement section of not less than twenty-four (24) feet in width. The emergency access easement shall connect at each end to a dedicated public street or shall have a suitable size turnaround at the dead-end, and appropriate turning space at inside corners to permit free movement of emergency vehicles. An emergency access easement may be used as a driveway to gain access to parking or loading spaces, but shall not be used for parking. All emergency access gates shall provide for an opening of not less than twenty four (24) feet wide by fourteen (14) feet in height and include a locking and opening mechanism acceptable to the Fire Department. (03-20-07 / O-07-1613)
- G. Alleys – Alleys shall be provided in commercial and industrial districts and at the rear of multifamily residential building sites for adequate circulation. Where approved by the Fire Marshal, an emergency access easement not less than twenty-four feet (24') in width shall be provided for emergency vehicle access in lieu of any alley. Alleys should intersect streets at right angles or radially to curved streets where sharp changes in alignment cannot be avoided. Property line corners shall be cut off fifteen feet (15') on each side to permit safe vehicular movement. Dead-end alleys shall be prohibited except where prior development of land adjoining the subdivision permits no other reasonable design; under such circumstances alleys shall be provided with turnaround or back-around facilities at the dead-end adequate to permit clear maneuvering of sanitation trucks, utility service vehicles and emergency vehicles. Alleys shall be not less than the following widths:
1. Twenty feet (20') where residential building sites are provided on both sides;
 2. Twenty-two feet (22') wherever residential development abuts commercial or industrial areas;
 3. Twenty-four feet (24') where commercial or industrial development abuts on both sides.
- H. Mutual Access Easements (O-02-1336 / 04-16-02)
1. *Purpose* – The purpose of this requirement is to provide public access to adjacent properties by reducing the number of driveway cuts and potential traffic accidents on adjacent streets.
 2. *Applicability* – This Section shall be applicable to properties abutting and that may derive access from a Collector Street or Arterial Street as shown on the Master Thoroughfare Plan.
 3. *Requirement* – The City shall require the dedication of a mutual access easement to provide cross access to adjacent properties or shared use of a driveway to conform with the minimum driveway standards contained in Chapter 14 of this Land Development Code.
 4. *Easement Dimensions* – Easements for shared driveways shall be 16 feet in width and 35 feet in length, but may vary given the shape of the particular tract. Easements extending across the entire width of the property shall not be less than 24 feet in width.

Section 9.18 Traffic Impact Analysis

When a proposed subdivision plat is estimated to generate more than 1,000 vehicle trips per day, a traffic impact analysis shall be required with the earliest submittal of a plat application. The traffic impact analysis shall be prepared in accordance with the requirements of the Director of Public ~~Services~~ *Works or designee*. The purpose of the traffic impact analysis is to determine the need for traffic mitigation measures which may include, but are not limited to, dedication of additional right-of-way, construction of turning lanes, or construction of traffic control facilities. This requirement may be waived when a traffic impact analysis was submitted at the time the current zoning was adopted and the traffic impact analysis is less than one year old. Any mitigating measures required shall be the responsibility of the developer, unless a cost-sharing agreement is approved by the City.

Section 9.19 Sidewalks

A. A. General Sidewalk Requirement

1. ~~Sidewalks shall be constructed prior to completion of any primary structure for all lots that: (1) front on streets required to have sidewalks as shown on the City's Supplemental Sidewalk System Map, are required as part of a Planned Unit Development or Special use Permit; or; (2) are required as part of a Planned Unit Development or Special use Permit front on a new street dedicated in conjunction with a subdivision plan; or, (3) front on an existing City Street. new street dedicated in conjunction with a subdivision plat. Other than properties zoned as Planned Unit Developments or containing Special Use Permits with specific sidewalk provisions, any variance to the sidewalk construction requirements described above shall be considered by the Planning and Zoning Commission. The decision of the Planning and Zoning Commission shall be considered to be final. Other than properties zoned as Planned Unit Developments or containing special Use Permits with specific sidewalk provisions, sidewalks shall be required to be constructed prior to the final inspection. Any variance to the sidewalk construction requirements described above shall be considered by the City Council.~~
2. The sidewalks shall be constructed adjacent to and within the public street right-of-way and include curb ramps where applicable. Where no public right-of-way exists, the sidewalk shall be located within a public access easement that provides accommodation of the future street right-of-way dedication. When a subdivision is proposed with a masonry or other permanent perimeter screening wall adjacent to a street, the sidewalk shall be constructed by the developer at the same time as the -screening wall. All sidewalks shall conform to the standards and specifications contained in this Land Development Code.
3. When circumstances exist wherein it is not practical to construct a sidewalk, the developer maybe afforded the opportunity to escrow funds in an amount sufficient to pay for the construction of a sidewalk at some future date.
- ~~4.~~ The issuance of a building permit is contingent on the written commitment of the applicant to construct a sidewalk or pay the required escrow amount.

- B. Trails System Sidewalks – When a proposed sidewalk coincides with the general location of a future sidewalk shown in the most recently approved Colleyville Trails System Plan, the sidewalk shall be constructed in accordance with the design standards for a trails system sidewalk. The standards and specifications for a trails system sidewalk are contained elsewhere in this Land Development Code. The developer shall be required to provide additional street right-of-way dedication or a public access easement of sufficient width to accommodate the trails system sidewalk. Where the trails system sidewalk will be located at the rear or to the side of a lot, such as within a green-belt or similar open space, the developer shall provide sufficient right-of-way or public access easement to accommodate the sidewalk.

Section 9.20 Street Lighting

- A. General Requirements – The developer shall be required to install, at no cost to the City, a street lighting system at all street intersections, at the end of all cul-de-sac streets, and at additional locations in accordance with the criteria contained elsewhere in *Chapter 14 – Engineering Design Standards* of this Land Development Code. All City Lighting shall be consistent with standard light pole ONCOR Texas Style Pole D with Luminaire F with a Finial Band. Any variance from this standard requires written approval from the Director of Public Works or designee.

Section 9.21 Amendments to This Chapter

Ord. Number	Date	Subject
O-00-1261	12/19/00	Cul-de sac street lengths
O-00-1261	12/19/00	Lot Drainage and Grading
O-00-1261	12/19/00	Fire Hydrants
O-00-1261	12/19/00	Divided Entryways

Colleyville, Texas, Land Development Code

O-00-1280	08/08/01	Number of Subdivision Entryways
O-00-1214	12/18/01	Existing Unimproved Street Requirements
O-02-1336	04/16/02	Mutual Access Easements
O-06-1562	02/07/06	General Infrastructure Policy
O-07-1613	03/20/07	Emergency Access Gates
O-09-1712	03/03/09	Amendment to sidewalk regulations – Sections 9.12 and 9.19
O-12-1860	01/08/13	Amendment to sidewalk regulations adding appeal process to the City Council from the P&Z
<u>O-14-1907</u>	<u>02/18/14</u>	<u>Amendment to Sidewalk Regulations & General Update</u>

ORDINANCE O-14-1907

AN ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, AMENDING CHAPTER 9-SUBDIVISION DESIGN AND PUBLIC FACILITIES OF THE LAND DEVELOPMENT CODE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Colleyville approved Ordinance O-00-1214 on April 18, 2000, adopting the Land Development Code; and

WHEREAS, the City Council approved Ordinance O-09-1712 on March 3, 2009 amending the sidewalk construction, escrow, and waiver provisions in Chapter 9; and

WHEREAS, the City Council approved Ordinance O-12-1860 on January 8, 2013 amending the sidewalk construction, escrow, and waiver provisions in Chapter 9; and

WHEREAS, the City Council desires to further amend the policy and procedures regarding sidewalks; and

WHEREAS, notice of a public hearing before the City Council was published in a newspaper of general circulation in Colleyville at least 10 days before such hearing.

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

Sec. 1. THAT *Chapter 9-Subdivision Design and Public Facilities* of the Land Development Code, is hereby amended in its entirety to read as depicted in the attached Exhibit "A".

Sec. 2. 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. 3. 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. 4. 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. 5. 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 4th day of February 2014.

The second reading and public hearing being conducted on the 18th day of February 2014.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 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

Exhibit "A"

Colleyville, Texas, Land Development Code

Chapter 9 Subdivision Design & Public Facilities

Rev. 02/18/2014

Section 9.1 Purpose of This Chapter

The purpose of this Chapter is to establish design guidelines necessary for proper layout of a subdivision and to establish the public improvement requirements for the development of a subdivision, but more specifically to:

1. ensure that public facilities and services are available to all subdivisions in the City; and
2. establish reasonable standards of design for public facilities.

Section 9.2 Authorization for Adoption of This Chapter

The regulations contained in this Chapter have been adopted under the following authority:

1. *Chapter 212 – Municipal Regulation of Subdivisions and Property Development of the Texas Local Government Code*, which authorizes a municipality to adopt rules governing plats and subdivisions of land within the municipality's jurisdiction.
2. *Chapter 51 – General Powers of Municipalities of the Texas Local Government Code*, which authorizes a municipality to adopt ordinances, rules, or police regulations that are for the good government, peace, or the trade and commerce of the municipality.
3. *The Home Rule Charter of the City of Colleyville*, which authorizes the City Council to exercise all powers granted to municipalities by the Constitution or the laws of the State of Texas.

Section 9.3 Variances and Appeals

Any person seeking approval of a development as required by this Land Development Code may request a waiver from a requirement contained in this Chapter, or appeal a decision of an Administrative Official by submitting a request using the procedures described in *Chapter 1 – General Provisions* of this Land Development Code.

Section 9.4 Definitions

Definitions applicable to this Chapter may be found in *Chapter 2 – Definitions* of this Land Development Code.

Section 9.5 Subdivision Design Guidelines

Every subdivision plat shall be reviewed for conformance with the design guidelines contained in this Land Development Code. The City recognizes that suitability characteristics vary from site to site and when approving a subdivision plat the following guidelines shall be used for interpretation, application and enforcement of the design guidelines contained in this Land Development Code:

1. It is the intention of these subdivision design guidelines to encourage new and creative ways to develop subdivisions. Developers and city officials are encouraged to utilize new and innovative ways to improve safety, economy, tax yield, maintenance cost, response time, drainage, vehicular access, and pedestrian passage.

Exhibit "A"

Colleyville, Texas, Land Development Code

2. Whenever a developer can demonstrate an alternative method of meeting the requirements of this Land Development Code, it shall be incumbent upon the city staff, the Planning and Zoning Commission, and the City Council to review the proposed variations and approve, approve with modifications, or disapprove the proposed alternatives as appropriate for the conditions.

Section 9.6 Blocks

- A. General Design – Blocks should have sufficient depth to provide for two (2) tiers of lots of appropriate depths, except that blocks adjacent to major streets, railroads or waterways shall have only one tier of lots.
- B. Block Lengths & Widths – Residential and industrial blocks generally shall be no longer than sixteen hundred (1,600) feet and business blocks no longer than one thousand (1,000) feet. Where long blocks in the vicinity of a school, park or shopping center are proposed, the City Council may require a public walkway near the middle of long blocks or opposite a street that terminates between the streets at the ends of the block.

Section 9.7 Lots

- A. Lot Arrangement – Lots shall be arranged to provide access to lots from approved streets and to avoid foreseeable difficulties due to topography and natural physical features inherent to the property.
- B. Lot Area and Dimensions – Lot area and dimensions shall be consistent with the minimum requirements of the applicable zoning district and the following:
 1. *Special Lot Width Requirement* - The width between side lot lines at their foremost points (where they intersect with the street line) shall not be less than eighty (80) percent of the required lot width. In the case of lots on the turning circle of a cul-de-sac, the width may be less than eighty (80) percent of the required lot width.
 2. The City may approve a plat which contains a lot that does not meet the minimum requirements when special conditions exist.
- C. Frontage on Public Access Required – All lots shall have frontage on a public street, except a non-residential lot may be approved when the proposed public access has been determined by City to be adequate to meet the intent of this requirement. The lot line common to the street right-of-way line shall be the front line; except that a lot may have more than one lot line common to a street right-of-way line.
- D. Access from Major Thoroughfares
 1. Residential Lots - No residential lot shall front on or derive access directly from an existing or proposed collector street, or larger, as shown on the Master Thoroughfare Plan, except where the proposed subdivision meets all the following criteria:
 - a. Where the only street frontage which may be provided to the residential lot is from a collector street due to the shape, topography, or other physical condition of the property;
 - b. The Director of Public Works or designee has provided favorable recommendation; and
 - c. Where the residential lot is designed and dimensioned to permit loop driveways or on-site turnaround facilities so that vehicles head into the collector street.
 2. Non-residential Lots – Non-residential lots which have frontage onto or derive access directly from an existing or proposed collector street, or larger, as shown on the Master Thoroughfare Plan, shall have driveway locations which *comply with the spacing requirements established elsewhere in Chapter 14 – Engineering Design Standards* of this Land Development Code.

Exhibit "A"

Colleyville, Texas, Land Development Code

- E. Buildable Area – Every lot shall contain a buildable area that is adequate in size for the proposed development. The buildable area shall be situated out of the 100 year flood plain.
- F. Flag Lots Prohibited – It is the policy of the City to prohibit the creation of flag lots unnecessarily, and to discourage the creation of any lot which, by virtue of its relatively great depth in relation to its width, is likely to facilitate future requests for re-subdivision to create a flag lot.
- G. Building Lines – Front building lines shall be shown on all lots in the subdivision. Building lines shall be shown along each street-facing of corner lots and through-lots. The building line shall be consistent with the requirements of the applicable zoning district, however, the City may approve a building line which differs from the zoning requirements when special conditions exist.
- H. Side Lot Lines – Where possible, all side lot lines shall be at right angles to straight street lines and radial to curved street lines.
- I. Lot Drainage and Grading
 - 1. Grading and drainage of all lots shall be designed in a manner which will allow one lot to drain across an adjacent lot and into a permanent structure, such as a concrete flume, lined channel, or proper inlet to an adequate drainage facility, or to a street right-of-way. If an approved drainage structure is not present, it will be required of the developer to construct the necessary facilities. (O-00-1261 / 12-19-00)
 - 2. Sheet flow techniques shall be used for lot to lot drainage where possible. (O-00-1261 / 12-19-00)
 - 3. Single lots shall accommodate their own drainage into an approved structure where topographic elevations allow this to occur. (O-00-1261 / 12-19-00)
 - 4. For lots that an approved engineered grading plan does not exist, the developer of the site shall submit a grading plan prepared by a licensed Professional Engineer.

Section 9.8 Waterbodies and Water Courses

If a tract being subdivided contains a water body, or portion thereof, lot lines shall be drawn so as to distribute the entire ownership of the water body among the adjacent lots. The City may approve an alternate plan provided the ownership of and responsibility for maintenance of the water body is so placed that it will not become a City responsibility. Where a watercourse separates the buildable area of a lot from the street by which it has access, provision shall be made for installation of a culvert or other structure, of design approved by the City. Any lot which includes a water body and contains a building site, shall contain a buildable area that is not less than the minimum buildable area for the applicable zoning district.

Section 9.9 Street Names

The developer shall submit all existing and proposed street names on any proposed subdivision plat. New street names shall be sufficiently different in sound and in spelling from other road names in the city so as to not cause confusion to the general public or for emergency response. A road which is, or planned, as a continuation of an existing road shall bear the same name.

Section 9.10 Reserve Strips and Common Areas

The creation of reserve strips shall not be permitted adjacent to a proposed street or to adjacent property in such a manner as to deny access from adjacent property to the street. No common areas shall be allowed in a subdivision except where notation has been placed on the plat to prohibit development on the common area.

Exhibit "A"

Colleyville, Texas, Land Development Code

Section 9.11 Double Frontage Lots

Double frontage and reversed frontage lots shall be avoided except where necessary to provide separation of residential development from a collector street or to overcome specific disadvantages of topography and orientation. The City may require that a notation be placed on the plat to limit the facing of main structures or to limit driveway access from a collector street.

Section 9.12 General Infrastructure Policy

(03-03-09 / O-09-1712)

- A. General Requirement – The developer of a subdivision shall install all water, sewer, street, sidewalk and drainage improvements, and any other facilities required by this Land Development Code, which are necessary for the proper development of the subdivision. The design, construction and inspection of any public facilities shall be a cost to the developer, unless the City has entered into an agreement for cost sharing. All such facilities shall be designed and constructed in accordance with the criteria contained in this Land Development Code and be in conformance with the general layout of the City of Colleyville Master Land Use Plan and Capital Improvements Plan. The public facility requirement of this section shall be applicable to the upgrading of any existing facilities which do not meet current standards.
- B. Apportionment of Infrastructure Costs – As a condition of the approval of a development, the developer's portion of the costs may not exceed the amount required for infrastructure improvements that are roughly proportionate to the projected impact of the proposed development, as determined by a professional engineer, licensed in the State of Texas, and who is retained by the City of Colleyville.
 - 1. In making the rough proportionality determination, consideration shall be given to the availability of adequate and minimum levels of public facilities and accessibility to the site for delivery of emergency services.
 - 2. The professional engineer making the proportionality determination may rely on categorical findings from comparable public improvement projects for establishing a cost basis. The basis used for determining estimated costs shall be revised annually on July 1 by the Colleyville Engineering Department.
 - 3. A developer who disputes the determination by said professional engineer may appeal to the City Council and present testimony and evidence in support of the appeal. The appeal shall be written and filed with the City Secretary within ten (10) days after the date action taken by the Planning and Zoning Commission on the development proposal. The developer shall not be required to waive the right to appeal as a condition of approval of the development project.
- C. Optional Escrow Provision – Where, in the opinion of the City, construction of a required public improvement should be deferred to a future date, the developer shall place in escrow with the City, an amount equal to the estimated cost of the improvements, as determined by the the Director of Public Works or designee. The Planning and Zoning Commission or City Council may consider an alternate arrangement when appropriate. Any escrow related to the construction of sidewalks shall adhere to the requirements set forth in Section F.
- D. City Participation in Over-Sizing – Where over-sizing of a public improvement is required by the Comprehensive Master Plan, Thoroughfare Plan, Water or Sewer Capital Improvements Plan or other planning document adopted by the City, City participation shall be in accordance with the provisions of any applicable Impact Fee Ordinance or City-Developer Agreement, which has been approved by the City Council.
- E. Public Easements – All public improvements shall be constructed within easements or rights-of-way that have been dedicated for public use. The width of an easement or right-of-way shall be in accordance with the specifications contained elsewhere in this Land Development Code.
- F. Escrow Policy for Sidewalks

Exhibit "A"

Colleyville, Texas, Land Development Code

1. Request for Escrow

Whenever these regulations require a property owner to construct a sidewalk for a dwelling unit, the property owner may petition the City for deposit of an escrowed amount, as established in this Section, in lieu of the required construction of a sidewalk. The Director of Public Works or designee shall determine whether the escrow is reasonable in lieu of the obligation to construct the improvement. If an escrow request is denied, then the applicant may appeal that denial to the City Council if a written request for appeal is received by the Director of Public Works or designee within ten (10) days of the denial.

2. Deposit with the City

Whenever the City agrees to accept escrow deposits in lieu of construction by the owner of the property under these regulations, the property owner or developer shall deposit an amount equal to his share of the costs of design and construction in escrow with the City. This amount shall be paid prior to release of construction plans by the Director of Public Works. The obligations and responsibilities of the property owner shall become those of the property owner's transferees, heirs, successors, and assigns; and the liability therefore shall be joint and several.

3. Determination of Escrow Amount

The amount of the escrow shall be determined by using the average of the comparable bids awarded by the City in the preceding six (6) months for sidewalk design and construction or, if none exist, then current market value of the design and construction of a sidewalk in the City, to be determined by the Director of Public Works. The determination shall be based on reasonable current market value made as of the time the escrow is due.

4. Use of Escrow Funds

Six (6) Sidewalk Districts are hereby established throughout the City. These districts shall share the same boundaries as the six (6) neighborhoods depicted on the Neighborhood Boundary Map in the 2004 – 2025 Colleyville Plan. The Sidewalk Districts are established so that sidewalk escrow funds will be expended within sufficient proximity to the dwelling unit that deposited the sidewalk escrow fee so as to reasonably benefit that dwelling unit. Funds escrowed pursuant to this Land Development Code shall be expended on design and construction of sidewalks located at any place within the same Sidewalk District as the dwelling unit depositing the sidewalk escrow fee.

5. Existing Escrow Funds

- i. All funds currently escrowed in lieu of sidewalk construction before the effective date of this Ordinance are subject to expenditure under this Ordinance unless a written objection is filed, by the owner of the lot for which the funds are escrowed, with the Director of Community Development within thirty (30) days after notice of this Ordinance is received. Notice of this Ordinance shall be sent to the current owner of the lot for which the funds are escrowed at the address listed in the most recent tax rolls of the City. If the person receiving notice under this subsection is not the current owner, then they must immediately notify the City of the person who purchased the property and provide the City with the address of that person.
- ii. If an objection is filed pursuant to the previous subsection, the Director of Community Development shall decide, within thirty (30) days, if the circumstances involving the particular lot and surrounding Sidewalk District reasonably require a return of the escrowed funds. The owner of the lot may appeal the decision of the Director of Community Development by filing a written objection, explaining the owner's argument and requesting for a hearing before the City Council, with the City Secretary not later than ten (10) days after the Director of Community Development's decision. After hearing the lot owner's objections, City Council may either refund the escrowed money or deny the refund and order the funds to be used for future sidewalk construction on that lot or in that sidewalk district.

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- iii. This Ordinance shall apply to any and all funds paid into the sidewalk escrow fund in lieu of sidewalk construction after the effective date of this Ordinance.

Section 9.13 Water System Requirements

- A. Water Lines – The developer of a subdivision shall be required to install, at no cost to the City, a water distribution system adequate for domestic supply and for fire protection needs which serves each lot. The water system shall be connected to the municipal water system and be designed, sized and constructed in accordance with the city design standards and specifications contained in this Land Development Code.
- B. Fire Hydrants – The developer of a subdivision shall be required to install, at no cost to the City, a sufficient number of fire hydrants to provide fire protection to every lot in the subdivision. All structures in residential areas shall have fire hydrants within 500 feet and a 600-foot hose-lay. All structures in commercial areas shall have fire hydrants within 300 feet and a 500-foot hose-lay. The design and construction of the fire hydrant system shall be in accordance with the city design standards and specifications contained in this Land Development Code. The layout of the fire hydrant coverage shall be approved by the Fire Marshal and be in accordance with the standards of the Texas State Board of Insurance requirements. (O-00-1261 / 12-19-00)

Section 9.14 Sewage System Requirements

- A. Sewage Collection Lines – The developer of a subdivision shall be required to install, at no cost to the City, a sewage collection system adequate which shall serve each lot. The sewage collection system shall be connected to the municipal sewage system and be designed, sized and constructed in accordance with the city design standards and specifications contained in this Land Development Code.
- B. Private Sewage Treatment Systems – Private sewage treatments systems, including septic tanks, shall be prohibited except where approved by the Director of Public Works or designee and the Tarrant County Health Department.

Section 9.15 Storm Water Facility Requirements

- A. Drainage Improvement Requirements – The developer shall provide for the design of storm water management in the proposed subdivision and shall be required to furnish, install, construct, or extend, at his own expense, all storm sewers and drainage structure facilities necessary for the proper development of the subdivision. Storm water facilities shall conform to the storm water drainage master plan and shall be designed in accordance with the design standards and specifications contained in this Land Development Code. Alternate earthen channels may be approved when in accordance with the criteria established in *Chapter 14 – Engineering Design Standards*.
- B. Drainage Easements – All public drainage facilities shall be constructed within a public drainage easement or drainage right-of-way as required by the City. The following statement of restriction shall be placed in the dedication instrument of the subdivision plat:

Drainage Easement Restriction: No construction or filling, without the written approval of the City of Colleyville shall be allowed within a drainage easement, and then only after detailed engineering plans and studies show that no flooding will result, that no obstruction to the natural flow of water will result, and subject to all owners of the property affected by such construction becoming a party to the request. Where construction is permitted, all finished floor elevations shall be a minimum of two feet above the 100-year flood elevation.

- C. Development of Flood Plain – Land within the 100-year flood plain shall be subject to the Colleyville Flood Plain Ordinance. Any land which in the natural state is subject to a 100-year flood or which cannot be properly drained shall not be subdivided, re-subdivided, or developed until receipt of evidence that the

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construction of specific improvements proposed by the developer can be expected to yield a usable building site. Thereafter, the Planning and Zoning Commission may recommend approval of the plat. However, construction upon such land shall be prohibited until the specific improvements have been planned and construction completed.

D. Floodway Easements

1. Floodway easements shall be provided along natural drainage-ways and lakes reservations. Floodway easements shall encompass all areas beneath the water surface elevation of the base flood, plus such additional width as may be required to provide ingress and egress to allow maintenance of the banks and for the protection of adjacent property, as determined and required by the Director of Public Works or designee.
2. The following statement of restrictions shall be placed in the dedication instrument of the subdivision plat:

Floodway Easement Restriction: No construction shall be allowed within a floodway easement without the written approval of the City of Colleyville, and then only after detailed engineering plans and studies show that no flooding will result.

E. Off-Site Drainage – The following provisions shall be applicable to off-site drainage of new subdivisions:

1. The developer shall accept and be responsible for all runoff from properties upstream of the proposed development. The proposed improvements shall be designed for fully developed conditions.
2. Where a drainage study indicates that additional runoff from the developing property will overload downstream drainage facilities and result in hazardous conditions, the City may withhold approval of the development until appropriate provisions have been made. These provisions shall include any drainage design or construction plans necessary to accommodate the off-site drainage problem.

Section 9.16 Street Improvement Requirements

- A. General Requirement – The developer shall construct, at his expense, street facilities necessary for the proper development of the subdivision. The street system shall provide access to every lot in the subdivision and be designed and constructed in accordance with the criteria contained in this Land Development Code.
- B. Improvements to Existing Unimproved Streets and Utilities – This section is applicable to a proposed development situated adjacent to an existing street or municipal utility, which does not meet the standards contained in the Land Development Code. (O-06-1562 / 02-07-06)

1. *Improvements Required* – If a proposed subdivision is situated adjacent to an existing street or municipal utility, which does not meet the standards contained in this Land Development Code, the developer shall bear the cost for constructing the infrastructure improvements required by this Land Development Code in accordance with the General Infrastructure Policy contained elsewhere in the Land Development Code.

For the purpose of this regulation, the calculation used for estimating the reconstruction costs for an unimproved street shall include all street paving, curb and gutter, sidewalks, hike and bike trails, water and sewer utilities, and drainage improvements. The improvements shall be sized in accordance with the most recently approved Master Thoroughfare Plan or Capital Improvements Plan, which is applicable.

2. *Escrow* – The Administrative Official may recommend approval of a subdivision plat to the Approving Body conditioned upon the deposit in escrow of the estimated costs of the adjacent unimproved street

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and utility improvements in-lieu of the actual construction of said facilities. Any escrow, without interest, shall be applied against any assessment for improvements levied on such property, but shall not be deemed to release such property from liability for any future costs assessed which exceed the escrow.

3. **One and Two Lot Residential Subdivisions** – If a proposed residential subdivision contains only one or two lots and the developer does not own any contiguous property, in lieu of actual construction, the developer shall pay the applicable perimeter street costs in accordance with the General Infrastructure Policy contained elsewhere in this Land Development Code for the initial one hundred feet of street frontage. The applicable perimeter street costs shall be reduced 0.2% per linear foot of frontage in excess of one hundred feet, not to exceed fifty percent of the applicable additional street frontage.

Exemption: A lot platted under this Section that contains an existing single-family dwelling at the time a subdivision plat application is filed with the City and the lot is situated within a zoning district that allows single-family residential uses, said lot shall have an automatic exemption from the perimeter street costs, provided that existing perimeter street facilities are sufficient to assure the safe, effective and orderly movement of traffic in and about the subdivision and utility services are adequate to serve the development. The following notation shall be placed on the plat: *“Any future divisions of these lots will require full compliance with the unimproved street requirements applicable at the time of any subsequent re-platting.”*

Section 9.17 Street Design Criteria

- A. **Street Functional Classification** – All streets shall be designed in accordance with the functional classification shown on the most recent version of the Master Thoroughfare Plan and the following:

Functional Classification of Streets	
Street Classification	Functions - Uses
Local	Carries traffic from residential and commercial areas to collector streets and interconnects individual sites. Local streets carry light traffic volumes and trips are of a short duration.
Collector Major Minor	Carries traffic from local streets to arterial streets. Uses served would include medium and high density residential, limited commercial facilities, elementary schools, some small offices and as direct access within industrial parks. Collector streets also carry heavy traffic to major commercial and industrial facilities from arterial streets. Uses would include office parks, industrial parks, and community level commercial facilities.
Arterial Major Minor	The main function of an arterial is to carry traffic from one urban area to another. The arterial streets serve the major activity centers of urbanized areas. An arterial street is used for longer urban trips and carries a high portion of the total traffic with a minimum of mileage.

- B. **Street Design**

1. **In-General** – Streets shall be designed with due regard to topography, with due consideration of the abutting uses, and the anticipated destination of traffic and traffic volumes at full development of the neighborhood. Where necessary to prevent traffic congestion and to ease the movement of vehicles to and from principal traffic generators, additional right-of-way width or other special design shall be provided. Where topographical conditions make other treatment necessary to secure the best overall design, these standards may be modified by the Director of Public Works or designee..
2. **Street Continuity** – The street layout shall provide for the continuation of the collector street system as shown on the Master Thoroughfare Plan. Streets shall provide connection to streets in adjacent subdivisions, but local streets shall be designed so as to discourage use by through traffic and to require the minimum number of streets necessary for convenient and safe access to property.

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3. *Curvilinear Streets Encouraged* - The developer is encouraged to consider curvilinear, cul-de-sac, and loop street designs where such use would result in a more functional layout and not necessarily adhere to a rigid rectangular street pattern.
4. *Right-of-way Widths* – Every subdivision plat shall dedicate sufficient right-of-way to comply with the requirements of the Master Thoroughfare Plan. The right-of-way widths shall be designed for the intended use and anticipated traffic volume at optimum development of the area served. Additional right-of-way may be required at street intersections and to provide for left and right turn lanes at high-volume intersections.
5. *Cul-de-sac Lengths* – No street shall be designed as a permanent dead-end street, but shall be designed to incorporate a cul-de-sac which complies with this Section. (O-00-1261 / 12-19-00)
 - a. *Diameter* – A cul-de-sac street shall be provided at the closed end with a minimum property line right-of-way diameter of one hundred feet, and a pavement turn-around with a minimum outside diameter of eighty feet (80'). (O-00-1261 / 12-19-00)
 - b. *Length* – No cul-de-sac street shall exceed six hundred feet (600') in length, unless additional right-of-way width and additional pavement width are provided as required in this Section. Furthermore, no cul-de-sac street shall exceed the maximum length of one-thousand two hundred feet (1,200'). For purpose of this regulation, cul-de-sac length shall be measured along the centerline of the cul-de-sac from the intersecting street right-of-way line to the center point of the cul-de-sac. (O-00-1261 / 12-19-00)
 - c. *Width* – A cul-de-sac street shall have a minimum right-of-way width of fifty feet (50') and a minimum pavement width of thirty-one feet (31'), back-to-back of curb. However, a cul-de-sac street which exceeds six-hundred feet (600') in length shall have a minimum right-of-way width of fifty-six feet (56') and minimum pavement width of thirty-six feet (36'), back-to-back of curb. (O-00-1261 / 12-19-00)
 - d. *Maximum Number of Lots* – The maximum number of single-family lots served on a cul-de-sac street shall be as shown in the following table: (O-00-1261 / 12-19-00)

Maximum SF Residences Served on Cul-de-sac	
District	Max. Number of Lots Served
AG	5
RE	5
R-40	10
R-30	10
R-20	12
R-15	12
PUD-R	12

- e. *Temporary Turn-Around* – A temporary turn-around is required when a street is temporarily dead-ended and is longer than one-hundred and fifty (150) feet, as measured from the intersecting street right-of-way line. The temporary turn-around shall be within a temporary easement and constructed of asphalt or concrete. (O-00-1261 / 12-19-00)
6. *Temporary Dead-End Streets* - Temporary dead-end streets shall have provision for future extension of the street and utilities and, if a temporary cul-de-sac is utilized, a reversionary right to the land abutting the turnaround for excess right-of-way shall be provided.
7. *Stub-outs for Future Extensions* - Permanent dead-end roads shall not be allowed. The street layout shall be extended to the tract boundary to provide for future access into adjoining tracts to assure adequate neighborhood circulation, unless prevented by topography or other physical conditions, or unless, the Planning and Zoning Commission determines that the extension is neither necessary for

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future development of adjacent tracts. In general, these extensions should be not more than one thousand (1,000) feet apart.

8. *Pavement Required* - All street surfaces within or abutting the proposed subdivision shall be paved, with curbs and gutters installed, and constructed in accordance with the standards and specifications contained elsewhere in this Land Development Code.
9. *Frontage Access Road* - Where a subdivision abuts or contains an existing or proposed collector street or railroad right-of-way or abuts a commercial or industrial land use, the City may require a frontage street approximately parallel to and on each side of such right-of-way to separate through and local traffic, or reverse frontage with screen planting contained in a non-access reservation along the rear property line, deep lots with rear service alleys, or equivalent treatment as may be necessary for adequate protection of residential properties.
10. *Half Streets* - Half streets shall be prohibited, except where essential to the reasonable development of the subdivision in conformity with the other requirements of these regulations, and where the Planning and Zoning Commission finds it will be practicable to require the dedication of the other half when the adjoining land is subdivided, the other half of the street shall be platted within such tract.
11. *Number of Subdivision Entryways* – Every subdivision shall be designed to provide sufficient access into the development to accommodate anticipated traffic demands and to provide for emergency public services using the criteria contained in this Section. (O-01-1280 / 08-08-01)
 - a. Where a proposed subdivision, or cul-de-sac street, contains more than twelve (12) lots, the development shall provide for two entryways as follows:
 - i. The development shall provide one street entryway and one emergency access easement. The emergency access easement shall be located on an adjacent or opposite side of the subdivision from the main entryway. The widths of the right-of-way and driving surfaces of the street entryway and the emergency access easement shall be in accordance with the standards contained elsewhere in this Land Development Code, or
 - ii. The development shall provide two street entryways separated not less than one-hundred feet between the centerlines of the driving surfaces. The widths of the right-of-way and driving surfaces of the two entryways shall be in accordance with the standards contained elsewhere in this Land Development Code, or
 - iii. The development shall provide a divided entryway and one emergency access easement. The driving surfaces of the divided entryway shall be separated by a median not less than ten (10) feet in width and provide for one-way traffic. The widths of the right-of-way and driving surfaces of the divided entryway shall be in accordance with the standards contained elsewhere in this Land Development Code. The emergency access easement shall be located on an adjacent or opposite side of the subdivision from the main entryway and be constructed in accordance with the standards contained elsewhere in this Land Development Code.
 - b. If it is physically impractical or otherwise impossible to provide two entryways or to incorporate an emergency access easement into the development in accordance with the above stated requirements, the following alternative may be considered by the approving body:
 - i. A single pavement width of forty-one (41) feet shall be constructed. Said pavement shall extend back from the intersecting street right-of-way a minimum distance of one-hundred (100') feet. All residences within the subdivision shall contain automatic fire-sprinkler systems.
 - c. If it is physically impractical or otherwise impossible to comply with the above-stated requirements, an alternative design may be submitted to the City Council for consideration. The approving body

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may approve the alternate design if it finds that the above-state requirements can not be satisfied and that all efforts have been made by the developer to comply with said requirements.

12. *Reverse Curves* - Between reverse curves there shall be a tangent section of centerline not less than one hundred feet (100') long.

C. Intersections

1. Streets shall be laid out so as to intersect as nearly as possible at right angles. A proposed intersection of two (2) new streets at an angle of less than seventy-five (75) degrees shall not be acceptable.
2. Proposed new intersections along one side of an existing street shall, wherever practicable, coincide with any existing intersections on the opposite side of such street. Not more than two (2) streets shall intersect at any one point unless specifically approved by the City.
3. Street jogs with centerline offsets of less than one hundred thirty-five (135) feet shall not be permitted.
4. Local streets intersecting a collector street or larger shall have a tangent section of centerline at least fifty (50) feet in length measured from the right-of-way line of the collector street; however, no such tangent is required when the minor street curve has a centerline radius greater than four hundred (400) feet with the center located on the collector street right-of-way line.
5. At local street intersections, the property line corner shall be rounded by an arc having a radius of twelve (12) feet. This radius shall be increased when the smallest angle of intersection is less than eighty (80) degrees. At intersections of streets with major and collector streets the property line corners shall be rounded by an arc having a radius of twenty-five (25) feet. The Director of Public Works or designee may approve comparable cut-offs or cords in place of rounded corners.
6. Where practical, spacing of intersections along collector streets shall be at least 500 feet apart.

D. Easements – Easements for drainage and utility construction, service, and maintenance shall be provided in locations approved by the City and affected utilities according to the following standards:

1. Easement for the use of public utilities of not less than seven and one-half (7.5') feet in width shall be provided on each lot and extend along the entire length of the rear property line. Easements shall connect with easements already established on adjoining properties or extend to connect with a public right-of-way. No lot shall be shown with an easement which prevents proper development and full utilization of the lot as a suitable building site for the intended zoning district.
2. For lots of more than two hundred (200) feet deep, the utility easement shall be not less than sixteen (16) feet wide.
3. The width of any drainage easement shall be determined by the Director of Public Works or designee or in accordance with the need for drainage improvements established by any drainage study.
4. All utility easements shall be dedicated as utility and/or drainage easements.
5. When an easement is granted for public purposes as a separate instrument, the following statement of restrictions shall be placed in dedication instrument:

Utility Easements

Any public utility, including the City of Colleyville, shall have the right to move and keep moved all or part of any building, fences, shrubs, other growths or improvements which in any way endanger or interfere with the construction, maintenance, or efficiency of its respective systems on any of the easements shown on the plat; and any public utility, including the City of Colleyville, shall have the right at all times of ingress and egress to and from and upon said easements for the purpose of construction, reconstruction, inspection, patrolling, maintaining and adding to or removing all or part of its respective systems without the necessity at any time of procuring the permission of anyone.

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- E. Easements Adjacent to State Highways – When a proposed water or sewer line or drainage facility will be placed adjacent to a public road maintained by the Texas Department of Transportation, a separate specific use easement shall be provided for each utility or drainage facility.
- F. Emergency Access Easements – Emergency access easements shall have a clear unobstructed width to accommodate a pavement section of not less than twenty-four (24) feet in width. The emergency access easement shall connect at each end to a dedicated public street or shall have a suitable size turnaround at the dead-end, and appropriate turning space at inside corners to permit free movement of emergency vehicles. An emergency access easement may be used as a driveway to gain access to parking or loading spaces, but shall not be used for parking. All emergency access gates shall provide for an opening of not less than twenty four (24) feet wide by fourteen (14) feet in height and include a locking and opening mechanism acceptable to the Fire Department. (03-20-07 / O-07-1613)
- G. Alleys – Alleys shall be provided in commercial and industrial districts and at the rear of multifamily residential building sites for adequate circulation. Where approved by the Fire Marshal, an emergency access easement not less than twenty-four feet (24') in width shall be provided for emergency vehicle access in lieu of any alley. Alleys should intersect streets at right angles or radially to curved streets where sharp changes in alignment cannot be avoided. Property line corners shall be cut off fifteen feet (15') on each side to permit safe vehicular movement. Dead-end alleys shall be prohibited except where prior development of land adjoining the subdivision permits no other reasonable design; under such circumstances alleys shall be provided with turnaround or back-around facilities at the dead-end adequate to permit clear maneuvering of sanitation trucks, utility service vehicles and emergency vehicles. Alleys shall be not less than the following widths:
 - 1. Twenty feet (20') where residential building sites are provided on both sides;
 - 2. Twenty-two feet (22') wherever residential development abuts commercial or industrial areas;
 - 3. Twenty-four feet (24') where commercial or industrial development abuts on both sides.
- H. Mutual Access Easements (O-02-1336 / 04-16-02)
 - 1. *Purpose* – The purpose of this requirement is to provide public access to adjacent properties by reducing the number of driveway cuts and potential traffic accidents on adjacent streets.
 - 2. *Applicability* – This Section shall be applicable to properties abutting and that may derive access from a Collector Street or Arterial Street as shown on the Master Thoroughfare Plan.
 - 3. *Requirement* – The City shall require the dedication of a mutual access easement to provide cross access to adjacent properties or shared use of a driveway to conform with the minimum driveway standards contained in Chapter 14 of this Land Development Code.
 - 4. *Easement Dimensions* – Easements for shared driveways shall be 16 feet in width and 35 feet in length, but may vary given the shape of the particular tract. Easements extending across the entire width of the property shall not be less than 24 feet in width.

Section 9.18 Traffic Impact Analysis

When a proposed subdivision plat is estimated to generate more than 1,000 vehicle trips per day, a traffic impact analysis shall be required with the earliest submittal of a plat application. The traffic impact analysis shall be prepared in accordance with the requirements of the Director of Public Works or designee. The purpose of the traffic impact analysis is to determine the need for traffic mitigation measures which may include, but are not limited to, dedication of additional right-of-way, construction of turning lanes, or construction of traffic control facilities. This requirement may be waived when a traffic impact analysis was submitted at the time the current zoning was adopted and the traffic impact analysis is less than one year old. Any mitigating measures required shall be the responsibility of the developer, unless a cost-sharing agreement is approved by the City.

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Section 9.19 Sidewalks

A. General Sidewalk Requirement

1. Sidewalks shall be constructed prior to completion of any primary structure for all lots that: (1) are required as part of a Planned Unit Development or Special use Permit; or; (2) front on a new street dedicated in conjunction with a subdivision plan; or, (3) front on an existing City Street. Other than properties zoned as Planned Unit Developments or containing special Use Permits with specific sidewalk provisions, sidewalks shall be required to be constructed prior to the final inspection. Any variance to the sidewalk construction requirements described above shall be considered by the City Council.
2. The sidewalks shall be constructed adjacent to and within the public street right-of-way and include curb ramps where applicable. Where no public right-of-way exists, the sidewalk shall be located within a public access easement that provides accommodation of the future street right-of-way dedication. When a subdivision is proposed with a masonry or other permanent perimeter screening wall adjacent to a street, the sidewalk shall be constructed by the developer at the same time as the screening wall. All sidewalks shall conform to the standards and specifications contained in this Land Development Code.
3. When circumstances exist wherein it is not practical to construct a sidewalk, the developer maybe afforded the opportunity to escrow funds in an amount sufficient to pay for the construction of a sidewalk at some future date.
4. The issuance of a building permit is contingent on the written commitment of the applicant to construct a sidewalk or pay the required escrow amount.

- B. Trails System Sidewalks – When a proposed sidewalk coincides with the general location of a future sidewalk shown in the most recently approved Colleyville Trails System Plan, the sidewalk shall be constructed in accordance with the design standards for a trails system sidewalk. The standards and specifications for a trails system sidewalk are contained elsewhere in this Land Development Code. The developer shall be required to provide additional street right-of-way dedication or a public access easement of sufficient width to accommodate the trails system sidewalk. Where the trails system sidewalk will be located at the rear or to the side of a lot, such as within a green-belt or similar open space, the developer shall provide sufficient right-of-way or public access easement to accommodate the sidewalk.

Section 9.20 Street Lighting

- A. General Requirements – The developer shall be required to install, at no cost to the City, a street lighting system at all street intersections, at the end of all cul-de-sac streets, and at additional locations in accordance with the criteria contained elsewhere in *Chapter 14 – Engineering Design Standards* of this Land Development Code. All City Lighting shall be consistent with standard light pole ONCOR Texas Style Pole D with Luminaire F with a Finial Band. Any variance from this standard requires written approval from the Director of Public Works or designee.

Section 9.21 Amendments to This Chapter

Ord. Number	Date	Subject
O-00-1261	12/19/00	Cul-de sac street lengths
O-00-1261	12/19/00	Lot Drainage and Grading
O-00-1261	12/19/00	Fire Hydrants
O-00-1261	12/19/00	Divided Entryways
O-00-1280	08/08/01	Number of Subdivision Entryways
O-00-1214	12/18/01	Existing Unimproved Street Requirements

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O-02-1336	04/16/02	Mutual Access Easements
O-06-1562	02/07/06	General Infrastructure Policy
O-07-1613	03/20/07	Emergency Access Gates
O-09-1712	03/03/09	Amendment to sidewalk regulations – Sections 9.12 and 9.19
O-12-1860	01/08/13	Amendment to sidewalk regulations adding appeal process to the City Council from the P&Z
O-14-1907	02/18/14	Amendment to Sidewalk Regulations & General Update



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6b

Agenda Date 02/04/2014

Number Ordinance O-14-1908

Type Ordinance

Department Community Development

Title

Approval of amendments to Chapter 3 - Land Use, Section 3.27- Carport Regulations in the Land Development Code, Case GC13-026

Explanation

First Reading and Public Hearing

Staff proposes amendments to Chapter 3 - Land Use, Section 3.27-Accessory Buildings and Residential Carport Regulations in the Land Development Code. Currently, standards exist for residential carports, but not for non-residential carports. Staff did a survey of surrounding cities to compare what other area cities require for non-residential carports.

Non-Residential Carport Survey. Attached is a survey of area city requirements with regard to non-residential carport standards. In summary, all other cities require a building permit for non-residential carports. Additional review is required when the applicant is seeking a variance or when the carport is located in a special district, such as a Planned Unit Development or an Overlay District. Six of the seven surrounding cities treat non-residential carports as accessory structures. One city, Southlake, requires a Specific Use Permit for all non-residential carports.

Proposed Amendments. Staff proposes the following amendments to Section 3.27-Accessory Buildings and Residential Carport Regulations in the Land Development Code (the sections below are labeled and numbered just as they would appear in Section 3.27; staff comments are italicized):

D. For Carports Located in Non-Residential Zoning Districts -*Non-residential carports located in the commercial zoning districts shall comply with this section.*

1. Permit Required - *A request for a non-residential carport may go straight to building permit if it meets the requirements of this section. Otherwise a Special Use Permit is required.*

A non-residential carport request that is part of a PUD-Planned Unit Development Site Plan may be approved administratively if it meets the requirements of this section. Otherwise, it will require a Site Plan amendment through City Council.

2. Carport Standards - a. *Maximum size is 600 square feet, which will allow three*

standard parking spaces.

b. Maximum height for detached carports is 15 feet, carports that are integrated into the roofline have no maximum.

c. Detached carports must be located in the rear yard and meet the same setbacks as the primary structure. An attached carport may be located in the side or rear yard and shall meet the side and rear yard requirements of the primary structure.

d. Maximum Number Per Lot: one

e. Paving and Street Access: The parking area underneath a carport shall be paved with concrete, asphalt, or pavestone. The carport must have paved access to a public street right-of-way.

f. Design Criteria:

Roof: Detached carports shall have a pitched roof of at least 4:12. Flat roofs for detached carports shall be prohibited. Attached carports shall match the roof pitch of the primary structure. Roof materials for attached or detached carports must match the roof materials for the primary structure.

Posts and Gables - Post and gables shall be constructed of clay-fired brick, native stone, cast stone or a combination of these materials. Stucco is permitted for not more than ten (10%) percent of the exterior surface. The color of these materials shall be a subtle or neutral color to match the color scheme of the primary structure. Carports constructed entirely out of metal are not permitted.

g. Adequacy of Plans and Specifications - *This section is worded the same as for residential carports, except there is some permissive language for administrative approval.*

Communication. Once adopted, a bulletin of the new standards will be posted on the City's website and included in all other communication vehicles in which the City uses. All contractors in the City will be notified as well.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request at the January 27, 2014 meeting by a vote of 7-0, subject to the following conditions:

(1) Section 2(e) of the proposed regulations shall be changed to read as follows:

"Paving and Street Access" The parking area underneath a carport shall be paved with concrete, asphalt, or pave-stone."

(2) Section 2(f)i of the proposed regulations shall be changed to read as follows:

“Roof: Detached carports shall have a pitched roof of at least 4:12. Flat roofs for detached carports shall be prohibited. Attached carports shall be consistent with the primary roof pitch of the primary structure. Roof materials for attached or detached carports must match the roof materials for the primary structure.”

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Proposed Changes-Land Development Code Chapter 3-Land Use, Section 3.27
2. Non-Residential Carport Survey
3. Ordinance O-14-1908

Proposed Changes-Land Development Code Chapter 3-Land Use, Section 3.27

Colleyville, Texas, Land Development Code

Section 3.27 Accessory Buildings and ~~Residential~~ Carport Regulations

The following regulations shall govern the location, size and use of accessory buildings:

A. Accessory Buildings Located in Residential Zoning Districts (O-00-1223 / 07/18/00)

1. *Permit Required:*

- a. A building permit shall be required for any accessory building which exceeds one hundred and twenty (120) square feet. However, all accessory buildings containing 120 square feet or less shall comply with the height and setback requirements of this Section. An accessory building shall only be allowed as an incidental structure to a principle building unless the accessory building is located in the Agricultural District.
- b. For the purpose of this Section, the term accessory building shall include detached residential garages and pool houses, but shall exclude a carport (see Section 3.27.C).

2. *Maximum Size and Number of Buildings:*

- a. The maximum number of accessory buildings allowed per lot shall be three (3) buildings. In addition, the combined square footage of all accessory buildings shall not exceed the maximum square footage specified in the following table.

Maximum Square Footage of all Accessory Buildings				
Lot Size	Under .5 ac	.5– .99 ac.	1 – 2.99 ac.	3+ ac.
Total s. f.	750 s. f.	1,000 s. f.	1,750 s. f.	2,500 s. f.

- b. For the purpose of this Section, the size of an accessory building shall be the square footage of the building footprint.
- c. An application to exceed the total square footage shown in the above table may be approved as a Special Use Permit (SUP).
- d. An existing accessory building may be remodeled or expanded provided the combined square footage of all accessory buildings does not exceed the maximum square footage allowed. However, an existing accessory building which exceeds the maximum square footage allowed may be remodeled or replaced with a new accessory building, but not expanded or increased in height.
- e. There shall be no physical connection between accessory buildings and a minimum separation of three (3) feet between accessory buildings.

3. *Setbacks:*

- a. No accessory building shall be erected in any required yard, as defined in *Chapter 2 – Definitions*, except as set forth herein.
- b. Attached accessory buildings – Accessory buildings erected ten (10) feet or closer to the principal building shall be considered attached, and shall comply with the setback lines established for the applicable zoning district. For the purpose of this regulation, the distance between buildings shall be measured between the nearest wall surfaces.
- c. Detached accessory buildings – A detached accessory building shall comply with the setback lines established for the applicable zoning district, unless the accessory building is located totally

Proposed Changes-Land Development Code Chapter 3-Land Use, Section 3.27

Colleyville, Texas, Land Development Code

behind the rear of the principal building, then it shall not be placed closer than five (5) feet to any side or rear lot line.

4. *Maximum Height:* No accessory building shall penetrate a vertical height envelope defined as being a point five feet from a side or rear lot line and extending vertically 8 feet to a point, then extending at a 45° angle to the height of the primary building.
5. *Permitted Uses:* The use of an accessory building shall be consistent with the permitted uses of the applicable zoning district, except, no accessory building shall be used for dwelling purposes other than for domestic servants employed for the premises, where permitted by the district regulations.
6. *Special Use Permit Provision:* Any request for a building permit for an accessory building which does not meet the criteria in this Section shall only be authorized after approval of a Special Use Permit by the City Council using the procedures contained elsewhere in this Land Development Code.

B. For Accessory Buildings Located in Non-residential Zoning Districts

1. No accessory building shall be erected in any required yard area except as set forth by this section.
2. No accessory building shall be erected within ten (10) feet of any other building unless such accessory building is used as a commercial kiosk, in which case such commercial kiosk cannot be located within fifty (50) feet of another building.
3. Commercial kiosks as accessory uses and/or buildings may be located within approved nonresidential districts subject to the following conditions:
 - a. Maximum size of two hundred-fifty (250) square feet.
 - b. No inside sales or service or drive in sales or service; walk-up and/or drive-up service permitted.
 - c. Exterior walls shall be of at least seventy-five percent (75%) masonry, glass, or other equivalent material, provided metal material does not exceed twenty-five percent (25%) of the exterior walls.
 - d. Located within required setbacks and in conformance with this section.
 - e. Located in such a manner as to not impede, impair or endanger vehicular traffic on the property where the kiosk is located and for vehicular traffic ingressing from and egressing to public rights-of-way.
 - f. Submission of an acceptable site plan shall be required for consideration of the issuance of a building permit unless a current valid Certificate of Occupancy exists.
 - g. Limited to one (1) kiosk per platted plot.

C. Residential Carport Regulations – Carports located in zoning districts which permit single family residential dwellings shall comply with the regulations contained in this section.

1. *Approval by Special Use Permit Only:* In accordance with the Special Use Permit procedures contained in this Chapter of these zoning regulations, no carport shall be built in the City of Colleyville without approval by the City Council for a Special Use Permit to construct a carport in a zoning district that permits single family residential dwellings.
2. *Carport Standards:* A carport shall comply with the following regulations, unless the City Council in approving a Special Use Permit for a carport has imposed other requirements necessary in the particular case to protect the public interests.
 - a. *Size:* A carport shall not exceed 480 square feet in area. The longest dimension on a carport shall not exceed 24 feet.

Proposed Changes-Land Development Code Chapter 3-Land Use, Section 3.27

Colleyville, Texas, Land Development Code

b. *Height:* A carport shall not exceed a maximum height of 15 feet. The height shall be measured from the finished grade to the highest point of the roof.

c. *Setbacks:*

i. A carport located within ten (10) feet of the principal building shall comply with the front, side and rear yard setbacks of the zoning district. The distance shall be measured between the two closest points of the carport and principal building.

ii. A carport located 10 feet or more from a principal building may extend into a required side yard, provided all of the following conditions are satisfied:

- (1) every part of such carport is unenclosed except for necessary structural supports;
- (2) no part of the carport is less than five (5) feet from a side or rear lot line, and
- (3) the carport is located completely within the rear yard area as defined in these zoning regulations.

d. *Maximum Number Per Lot:* one

e. *Paving and Street Access:*

The parking area of a carport shall be paved not less than nine feet (9') by eighteen feet (18') and provide access to a public street right-of-way. Said access shall be a minimum of nine feet (9') in width and paved. All paved surfaces shall be either concrete, asphalt or pave-stone.

f. *Design Criteria:*

i. *Roof -* Carports shall have a pitched roof of at least 2:12. Flat roofs shall be prohibited.

ii. *Posts -* Posts shall be constructed of brick, stone or decorative metal, such as metal lattice. For purpose of this requirement, decorative metal shall consist of twenty-five (25) percent opaque surfaces. The dimension of each post as viewed from each primary elevation shall not be less than twelve inches (12") or more than forty-eight inches (48"). Any carport with two or more elevations that exceed the 48-inch criteria shall be considered an accessory building and be regulated as such. Wooden posts shall be prohibited.

g. *Adequacy of Plans and Specifications:*

The applicant requesting a Special Use Permit to construct a carport shall submit plans and specifications of the proposed carport for review. Said plans and specifications shall contain sufficient information to allow the City Council to determine that the proposed carport complies with these regulations and the City Council may require additional information when necessary to clarify the applicant's request. At a minimum, the drawings shall contain a plot plan, elevation views and a description of the construction materials.

D. For Carports Located in Non-Residential Zoning Districts – Carports located in the zoning districts: C-PO-Professional Office Commercial, CN-Neighborhood Commercial, CC-1-Village Retail, CC-2-Shopping Center, CC-3-Highway Commercial, ML-Light Manufacturing, and Planned Unit Developments that allow commercial uses shall comply with the regulations contained in this section. (O-14-1908, 2/18/2014)

1. Permit Required:

a. A building permit shall be required for all non-residential carports in the above mentioned zoning districts. Any request for a building permit for a non-residential carport, which does not meet the criteria in this section shall only be authorized after approval of a Special Use Permit by the City Council using the procedures contained elsewhere in this Land Development Code.

b. Any request for a building permit for a non-residential carport for any use allowed in the above mentioned zoning districts that is part of a Site Plan for a PUD-Planned Unit Development, will require an amendment to the approved Site Plan. If the non-residential carport meets the criteria of this section, then the amended Site Plan may be administratively approved by the Director of

Proposed Changes-Land Development Code Chapter 3-Land Use, Section 3.27

Colleyville, Texas, Land Development Code

Community Development or designee. If the non-residential carport does not meet the criteria in this section, then the Site Plan amendment will require approval by the City Council.

2. Carport Standards: A carport shall comply with the following regulations, unless the City Council in approving a Special Use Permit for a carport has imposed other requirements necessary in the particular case to protect the public interests.

a. Size: A carport shall not exceed 600 square feet in area. A standard parking space size is nine feet (9') by eighteen feet (18').

b. Height: A detached carport shall not exceed a maximum height of 15 feet, as measured from the finished grade to the highest point of the roof. An attached carport that is integrated into the roof system can match the roof height of the primary structure.

c. Setbacks: A detached carport must be located in the rear yard and shall meet the side and rear yard setback requirements for the primary structure. An attached carport may be located in the side or rear yard and shall meet the side and rear yard setback requirements for the primary structure.

d. Maximum Number Per Lot: one

e. Paving and Street Access: The parking area underneath a carport shall be paved with concrete, asphalt or paverstone. The carport must have paved access to a public street right-of-way.

f. Design Criteria:

i. Roof – Detached carports shall have a pitched roof of at least 4:12. Flat roofs for detached carports shall be prohibited. Attached carports shall be consistent with the primary roof pitch of the primary structure. Roof materials for attached or detached carports must match the roof materials for the primary structure.

ii. Posts and Gables – Post and gables shall be constructed of clay-fired brick, native stone, cast stone, or a combination of these materials. Stucco is permitted for not more than ten (10%) percent of the exterior surface. The color of these materials shall be a subtle or neutral color to match the color scheme of the primary structure. Carports constructed entirely out of metal are not permitted.

g. Adequacy of Plans and Specifications: The applicant requesting a building permit or Special Use Permit to construct a non-residential carport shall submit plans and specifications of the proposed carport for review. Said plans and specifications shall contain sufficient information to allow the approving body to determine that the proposed carport complies with these regulations. The approving body may require additional information when necessary to clarify the applicant's request. At a minimum, the drawings shall contain a plot plan, elevation views and a description of the construction materials.

Non-Residential Carport Survey

City	Carport Standards	Zoning Requirements
1. Southlake	45.11.a. General Criteria – Parking structures cannot protrude into the front building line closer than primary structure, or protrude into a bufferyard; 45.11.b. Development Regulations – Height max. for attached = 20 feet; Height max. for detached = 14 feet; Roof materials and pitch must match primary structure; Max. number of spaces = 6; Size of space = 9' x 20'; façade & column materials = primary structure; and paving requirements	CS, O-1, B-1, B-2, I-1, I-2, S-P-1, S-P-2, and PUD districts with a Specific Use Permit – Site Plan Required
2. Grapevine	42.C.1. & 2. Height not exceeding one story may occupy not more than 60% of required rear yard; exceeding one story may occupy not more than 40% of rear yard; 42.C.3. Attached accessory structure shall comply with ordinance requirements for main building; Located in rear one-half of the lot; Setbacks = no nearer than 6 feet from rear property line & same side yard setback as the zoning district for the subject property.	Accessory structure. Site Plan or Conditional Use Permit Amendment required if being added. Township Overlay requires separate public hearing process.
3. Euless	Cannot be located within 3 feet of any property line and not within building line or within utility easements; Maximum height = 8 feet at 3 feet from property line; Height may increase at a rate of 1 foot per every 2 feet of setback; floor area not to exceed 50% of the rear yard for one story; floor area not to exceed 40% of the rear yard for two stories.	Accessory Structure.
4. Bedford	Accessory structures may not be placed in the front yard, not less than 60 feet from front lot line; Over 150 square feet shall be setback 5 feet from side and rear setbacks; Master Highway Corridor 4.18.I All building materials shall be constructed of 100% masonry material; masonry materials shall be earth tone; Pitched roof required under 5,000 square feet; Over 5,000 square feet require architectural standards.	Accessory Structure. Site Plan approval or amendment for properties in “MHC” Master Highway Corridor Overlay District.

Non-Residential Carport Survey

City	Carport Standards	Zoning requirements
5. Hurst	For areas outside of overlay districts, staff makes a determination if an accessory structure is a “minor exterior alteration” based on 1) behind main structure, 2) less than 25% of side/rear yard, and 3) not visible from the street. Can go straight to permit or can appeal through public hearing. In the TC-PD, MU-PD, or MU-SUPD (Mixed-Use Special Planned Use District) overlay districts, exterior alterations require site plan approval.	Accessory Structure. Site Plan approval or amendment for Town Center (TC) or Mixed-Use (MU) overlay districts.
6. North Richland Hills	Carports are allowed in any zoning district; shall not extend beyond the front building line; side yard setback same as primary structure; rear yard setback = 10 feet; Max. height = 15 feet; Max. size = 360 square feet; carport pad must be concrete w/concrete access to public street; pitch of roof shall be a minimum 4:12 on each side of the ridge; posts must be masonry.	Carport Standards. Variances in TC District or Mid-Cities Overlay Zone require approval.
7. Keller	Building materials for the main structure are covered in Section 9.01.B.2. “Non Residential Construction Standards.” Carports constructed entirely out of metal are not permitted. Carports shall be shown on the site plan and shall be compatible in design and material with the main structure. Carports shall be located on the side or rear of the property and shall observe all building setback lines.	Building Design Standards. Same for Old Town Keller Overlay, U.S. Highway 377 North, and Katy Road Overlays.

ORDINANCE O-14-1908

AN ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, AMENDING CHAPTER 3-LAND USE, SECTION 3.27 – ACCESSORY BUILDINGS AND RESIDENTIAL CARPORT STANDARDS OF THE LAND DEVELOPMENT CODE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Colleyville approved Ordinance O-00-1214 on April 18, 2000, adopting the Land Development Code; and

WHEREAS, the City of Colleyville desires to amend Section 3.27 of the Land Development Code by providing regulations for non-residential carports; and

WHEREAS, notice of a public hearing before the City Council was published in a newspaper of general circulation in Colleyville at least 15 days before such hearing.

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

- Sec. 1. THAT *Chapter 3-Land Use, Section 3.27* of the Land Development Code, is hereby amended to read as depicted in the attached Exhibit "A".
- Sec. 2. 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. 3. 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. 4. 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. 5. THAT this ordinance shall take effect immediately from and after its passage.

Sec. 6. THAT all other provisions of the Land Development Code shall remain in full force and effect, except as amended herein.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of February 2014.

The second reading and public hearing being conducted on the 18th day of February 2014.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 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

Exhibit "A"

Colleyville, Texas, Land Development Code

Section 3.27 Accessory Buildings and Carport Regulations

The following regulations shall govern the location, size and use of accessory buildings:

A. Accessory Buildings Located in Residential Zoning Districts (O-00-1223 / 07/18/00)

1. *Permit Required:*

- a. A building permit shall be required for any accessory building which exceeds one hundred and twenty (120) square feet. However, all accessory buildings containing 120 square feet or less shall comply with the height and setback requirements of this Section. An accessory building shall only be allowed as an incidental structure to a principle building unless the accessory building is located in the Agricultural District.
- b. For the purpose of this Section, the term accessory building shall include detached residential garages and pool houses, but shall exclude a carport (see Section 3.27.C).

2. *Maximum Size and Number of Buildings:*

- a. The maximum number of accessory buildings allowed per lot shall be three (3) buildings. In addition, the combined square footage of all accessory buildings shall not exceed the maximum square footage specified in the following table.

Maximum Square Footage of all Accessory Buildings				
Lot Size	Under .5 ac	.5– .99 ac.	1 – 2.99 ac.	3+ ac.
Total s. f.	750 s. f.	1,000 s. f.	1,750 s. f.	2,500 s. f.

- b. For the purpose of this Section, the size of an accessory building shall be the square footage of the building footprint.
- c. An application to exceed the total square footage shown in the above table may be approved as a Special Use Permit (SUP).
- d. An existing accessory building may be remodeled or expanded provided the combined square footage of all accessory buildings does not exceed the maximum square footage allowed. However, an existing accessory building which exceeds the maximum square footage allowed may be remodeled or replaced with a new accessory building, but not expanded or increased in height.
- e. There shall be no physical connection between accessory buildings and a minimum separation of three (3) feet between accessory buildings.

3. *Setbacks:*

- a. No accessory building shall be erected in any required yard, as defined in *Chapter 2 – Definitions*, except as set forth herein.
- b. Attached accessory buildings – Accessory buildings erected ten (10) feet or closer to the principal building shall be considered attached, and shall comply with the setback lines established for the applicable zoning district. For the purpose of this regulation, the distance between buildings shall be measured between the nearest wall surfaces.
- c. Detached accessory buildings – A detached accessory building shall comply with the setback lines established for the applicable zoning district, unless the accessory building is located totally

Exhibit "A"

Colleyville, Texas, Land Development Code

behind the rear of the principal building, then it shall not be placed closer than five (5) feet to any side or rear lot line.

4. *Maximum Height:* No accessory building shall penetrate a vertical height envelope defined as being a point five feet from a side or rear lot line and extending vertically 8 feet to a point, then extending at a 45° angle to the height of the primary building.
5. *Permitted Uses:* The use of an accessory building shall be consistent with the permitted uses of the applicable zoning district, except, no accessory building shall be used for dwelling purposes other than for domestic servants employed for the premises, where permitted by the district regulations.
6. *Special Use Permit Provision:* Any request for a building permit for an accessory building which does not meet the criteria in this Section shall only be authorized after approval of a Special Use Permit by the City Council using the procedures contained elsewhere in this Land Development Code.

B. For Accessory Buildings Located in Non-residential Zoning Districts

1. No accessory building shall be erected in any required yard area except as set forth by this section.
2. No accessory building shall be erected within ten (10) feet of any other building unless such accessory building is used as a commercial kiosk, in which case such commercial kiosk cannot be located within fifty (50) feet of another building.
3. Commercial kiosks as accessory uses and/or buildings may be located within approved nonresidential districts subject to the following conditions:
 - a. Maximum size of two hundred-fifty (250) square feet.
 - b. No inside sales or service or drive in sales or service; walk-up and/or drive-up service permitted.
 - c. Exterior walls shall be of at least seventy-five percent (75%) masonry, glass, or other equivalent material, provided metal material does not exceed twenty-five percent (25%) of the exterior walls.
 - d. Located within required setbacks and in conformance with this section.
 - e. Located in such a manner as to not impede, impair or endanger vehicular traffic on the property where the kiosk is located and for vehicular traffic ingressing from and egressing to public rights-of-way.
 - f. Submission of an acceptable site plan shall be required for consideration of the issuance of a building permit unless a current valid Certificate of Occupancy exists.
 - g. Limited to one (1) kiosk per platted plot.

C. Residential Carport Regulations – Carports located in zoning districts which permit single family residential dwellings shall comply with the regulations contained in this section.

1. *Approval by Special Use Permit Only:* In accordance with the Special Use Permit procedures contained in this Chapter of these zoning regulations, no carport shall be built in the City of Colleyville without approval by the City Council for a Special Use Permit to construct a carport in a zoning district that permits single family residential dwellings.
2. *Carport Standards:* A carport shall comply with the following regulations, unless the City Council in approving a Special Use Permit for a carport has imposed other requirements necessary in the particular case to protect the public interests.
 - a. *Size:* A carport shall not exceed 480 square feet in area. The longest dimension on a carport shall not exceed 24 feet.

Exhibit "A"

Colleyville, Texas, Land Development Code

b. *Height:* A carport shall not exceed a maximum height of 15 feet. The height shall be measured from the finished grade to the highest point of the roof.

c. *Setbacks:*

- i. A carport located within ten (10) feet of the principal building shall comply with the front, side and rear yard setbacks of the zoning district. The distance shall be measured between the two closest points of the carport and principal building.
- ii. A carport located 10 feet or more from a principal building may extend into a required side yard, provided all of the following conditions are satisfied:
 - (1) every part of such carport is unenclosed except for necessary structural supports;
 - (2) no part of the carport is less than five (5) feet from a side or rear lot line, and
 - (3) the carport is located completely within the rear yard area as defined in these zoning regulations.

d. *Maximum Number Per Lot:* one

e. *Paving and Street Access:*

The parking area of a carport shall be paved not less than nine feet (9') by eighteen feet (18') and provide access to a public street right-of-way. Said access shall be a minimum of nine feet (9') in width and paved. All paved surfaces shall be either concrete, asphalt or pave-stone.

f. *Design Criteria:*

- i. Roof - Carports shall have a pitched roof of at least 2:12. Flat roofs shall be prohibited.
- ii. Posts - Posts shall be constructed of brick, stone or decorative metal, such as metal lattice. For purpose of this requirement, decorative metal shall consist of twenty-five (25) percent opaque surfaces. The dimension of each post as viewed from each primary elevation shall not be less than twelve inches (12") or more than forty-eight inches (48"). Any carport with two or more elevations that exceed the 48-inch criteria shall be considered an accessory building and be regulated as such. Wooden posts shall be prohibited.

g. *Adequacy of Plans and Specifications:*

The applicant requesting a Special Use Permit to construct a carport shall submit plans and specifications of the proposed carport for review. Said plans and specifications shall contain sufficient information to allow the City Council to determine that the proposed carport complies with these regulations and the City Council may require additional information when necessary to clarify the applicant's request. At a minimum, the drawings shall contain a plot plan, elevation views and a description of the construction materials.

D. For Carports Located in Non-Residential Zoning Districts – Carports located in the zoning districts: C-PO-Professional Office Commercial, CN-Neighborhood Commercial, CC-1-Village Retail, CC-2-Shopping Center, CC-3-Highway Commercial, ML-Light Manufacturing, and Planned Unit Developments that allow commercial uses shall comply with the regulations contained in this section. (O-14-1908, 2/18/2014)

1. *Permit Required:*

- a. A building permit shall be required for all non-residential carports in the above mentioned zoning districts. Any request for a building permit for a non-residential carport, which does not meet the criteria in this section shall only be authorized after approval of a Special Use Permit by the City Council using the procedures contained elsewhere in this Land Development Code.
- b. Any request for a building permit for a non-residential carport for any use allowed in the above mentioned zoning districts that is part of a Site Plan for a PUD-Planned Unit Development, will require an amendment to the approved Site Plan. If the non-residential carport meets the criteria of this section, then the amended Site Plan may be administratively approved by the Director of

Exhibit "A"

Colleyville, Texas, Land Development Code

Community Development or designee. If the non-residential carport does not meet the criteria in this section, then the Site Plan amendment will require approval by the City Council.

2. *Carport Standards:* A carport shall comply with the following regulations, unless the City Council in approving a Special Use Permit for a carport has imposed other requirements necessary in the particular case to protect the public interests.
 - a. *Size:* A carport shall not exceed 600 square feet in area. A standard parking space size is nine feet (9') by eighteen feet (18').
 - b. *Height:* A detached carport shall not exceed a maximum height of 15 feet, as measured from the finished grade to the highest point of the roof. An attached carport that is integrated into the roof system can match the roof height of the primary structure.
 - c. *Setbacks:* A detached carport must be located in the rear yard and shall meet the side and rear yard setback requirements for the primary structure. An attached carport may be located in the side or rear yard and shall meet the side and rear yard setback requirements for the primary structure.
 - d. *Maximum Number Per Lot:* one
 - e. *Paving and Street Access:* The parking area underneath a carport shall be paved with concrete, asphalt or paverstone. The carport must have paved access to a public street right-of-way.
 - f. *Design Criteria:*
 - i. *Roof* – Detached carports shall have a pitched roof of at least 4:12. Flat roofs for detached carports shall be prohibited. Attached carports shall be consistent with the primary roof pitch of the primary structure. Roof materials for attached or detached carports must match the roof materials for the primary structure.
 - ii. *Posts and Gables* – Post and gables shall be constructed of clay-fired brick, native stone, cast stone, or a combination of these materials. Stucco is permitted for not more than ten (10%) percent of the exterior surface. The color of these materials shall be a subtle or neutral color to match the color scheme of the primary structure. Carports constructed entirely out of metal are not permitted.
 - g. *Adequacy of Plans and Specifications:* The applicant requesting a building permit or Special Use Permit to construct a non-residential carport shall submit plans and specifications of the proposed carport for review. Said plans and specifications shall contain sufficient information to allow the approving body to determine that the proposed carport complies with these regulations. The approving body may require additional information when necessary to clarify the applicant's request. At a minimum, the drawings shall contain a plot plan, elevation views and a description of the construction materials.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6c

Agenda Date 02/04/2014

Number Ordinance O-14-1909

Type Ordinance

Department Police

Title

Approval of amendments to the Code of Ordinances Chapter 70, Article II, Section 70-28, Relating to Home Solicitation, Distribution, and Miscellaneous Sales

Explanation

First Reading and Public Hearing

The regulations provided by this ordinance are necessary to promote the City's legitimate and compelling interests and are provided without reference to the content of any message; and are an integral component of the City's safety plan. Additionally, crime prevention and code enforcement efforts would be less effective without the provisions of this ordinance.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Ordinance O-14-1909

ORDINANCE O-14-1909

AN ORDINANCE OF THE CITY OF COLLEYVILLE AMENDING THE CODE OF ORDINANCES CHAPTER 70, ARTICLE II, SECTION 70-28, RELATING TO HOME SOLICITATION, DISTRIBUTION, AND MISCELLANEOUS SALES; PROVIDING FOR A PENALTY BY FINE NOT TO EXCEED FIVE HUNDRED DOLLARS (\$500); PROVIDING A SAVINGS CLAUSE; REPEALING CONFLICTING ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Colleyville City Council consists of residents of the City with varied backgrounds, experiences, and interests; and

WHEREAS, multiple members of the City Council are graduates of the Citizens Police Academy; and

WHEREAS, in considering this ordinance, the City Council relies on the entirety of its experiences and knowledge; and

WHEREAS, the City of Colleyville, Texas, is a home-rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, the City of Colleyville currently regulates home solicitation and distribution on private property in a manner to promote good order and protect citizens and non-citizens, while at the same time maintaining the First Amendment right to communicate through that medium; and

WHEREAS, the City of Colleyville has endeavored to protect the health, safety, and welfare of the public from the negative impacts associated with soliciting and distributing since at least 1993; and

WHEREAS, the regulation of door-to-door solicitation services the City's interests in preventing crime and protecting the privacy of its residents; and

WHEREAS, the City's efforts to protect its citizens have included a 4:30 p.m. curfew on soliciting and distributing, and said curfew has played an important role in the City's overall safety plan; and

- WHEREAS,** the City Council finds the regulations provided in this ordinance allow the Police Department to focus its operations on crime-related activity during the evening, night, and early morning hours when calls for service naturally increase; and
- WHEREAS,** Colleyville Police Department has been historically understaffed, resulting in occasions where the Department was unable to respond to a serious criminal offense due to insufficient staffing; and
- WHEREAS,** the Colleyville Police Department's authorized strength is between 1.6 and 1.7 officers per thousand people while the national average is 2.4 officers per thousand people; and
- WHEREAS,** everything about law enforcement is priority based, and any time taken away from dealing with priority major criminal activity and the prevention of that makes the Police Department less effective; and
- WHEREAS,** due to the extremely complex nature of crime, the City and its Police Department attempt to devise as many strategies and tactics and utilize as many tools as they can to cover as many bases as possible; and
- WHEREAS,** the curfew allows the Police Department to concentrate on the greatest likelihood of encountering the unsavory type of characters during peak times, and has enhanced residents' comfort level and safety; and
- WHEREAS,** the curfew has served as an enhancement to the other tactics, tools, and strategies employed by the Police Department; and
- WHEREAS,** there is no magic bullet to fight and prevent crime; and
- WHEREAS,** the philosophy behind the solicitor ordinance is to do everything the City can do legally to ensure the safety of the City and its citizens; and

- WHEREAS,** the entirety of the solicitor ordinance has contributed to making our community a safer place; and
- WHEREAS,** it is not possible to delineate the proportionate effect of the multiple measures or strategies implemented to protect the health, safety, and welfare of the public, including the solicitor ordinance; and
- WHEREAS,** overall crime rates in Colleyville have been on the decline in recent years; and
- WHEREAS,** the most dramatic decreases in crime is the number of residential burglaries; and
- WHEREAS,** the decrease in residential burglaries has at least a temporal connection to the City's 2011 amendments to the solicitor ordinance; and
- WHEREAS,** the 2011 amendments to the solicitor ordinance included the addition of criminal background checks for commercial solicitors; and
- WHEREAS,** the City reviews, updates, and amends ordinances on an as needed basis; and
- WHEREAS,** the purpose of such reviews and amendments is to maximize the effectiveness of the City's rules and regulations, while accommodating protected activities such as free speech; and
- WHEREAS,** the City Council endeavors to allow people to be free from interruption at home and to have comfort that unknown persons will not come up to their door and disturb them while at home with their families; and
- WHEREAS,** anecdotal evidence shows that Colleyville residents have been reluctant to utilize "no solicitation" signs at their residences to protect themselves from undue annoyance and harassment; and

- WHEREAS,** the City Council finds that posting “no-solicitation” or similar signs alone is inadequate to protect its citizens from undue annoyance; and
- WHEREAS,** the City recently added No Knock and Solicitors Welcome registries as part of the solicitor ordinance; and
- WHEREAS,** the initial roll-out of the lists has shown strong interest by the public in utilizing the lists; and
- WHEREAS,** based on the trend of decreased residential burglaries and the initial interest in the No Knock and Solicitors Welcome lists, the City Council is considering relaxing the curfew; and
- WHEREAS,** the City Council finds that the regulations provided by this ordinance are necessary to promote the City’s legitimate and compelling interests and are provided without reference to the content of any message; and
- WHEREAS,** the City Council finds that the City has a legitimate and compelling interest in protecting the privacy of its residents in a most important place, the homestead; and
- WHEREAS,** there has been anecdotal evidence of door to door solicitors engaging in aggressive and harassing tactics resulting in complaints, including permitted background-checked solicitors talking to residents over their fence; and
- WHEREAS,** the City Council determines that preserving the sanctity of the home, including the right to be free from unwanted and unwelcome intrusion, is a compelling governmental interest; and
- WHEREAS,** the City Council finds that the City has a legitimate and compelling interest in preventing undue annoyance of its residents; and
- WHEREAS,** the City Council finds that the City has a legitimate and compelling interest in protecting its residents from crime; and

WHEREAS, the City Council finds door-to-door activities pose an inherent risk of crime; and

WHEREAS, the City Council finds that curfew regulations limiting the hours and days when a person may solicit, peddle, or distribute on private property are necessary to prevent undue annoyance of its residents and to protect the sanctity of citizens' homes; and

WHEREAS, the City Council finds that curfew regulations limiting the hours and days when a person may solicit, peddle, or distribute on private property are necessary to prevent crime to property and persons and to protect the health and safety of persons engaged in solicitation or distribution; and

WHEREAS, the City Council finds the regulations of this ordinance do not prevent door-to-door activity and that ample alternative channels of communication exist beyond the curfew requirements, including solicitation via telephone and other electronic communication, public solicitation outside of the privacy of citizens' doorsteps, and solicitation via direct mail, television, radio, and internet; and

WHEREAS, the City Council finds that early evening hours is when calls for crime-related assistance are consistently higher and the curfew provisions are necessary to assist with crime prevention by enabling the City's police officers to respond to other crime-related calls in the evening and night; and

WHEREAS, the City Council finds that an unanticipated visit by a stranger on citizens' doorsteps is capable of causing fear or suspicion or anxiety resulting in a call for service; and

WHEREAS, the City Council finds the regulations provided in this ordinance are an integral component of the City's safety plan and that crime prevention efforts would be less effective without the provisions of this ordinance; and

WHEREAS, the City Council finds that regulations requiring persons who engage in door-to-door contact with its citizens to obtain a

permit are necessary to prevent crime to property and persons; and

WHEREAS, the City Council is authorized to adopt ordinances to protect the health, safety, and welfare of its citizens; and

WHEREAS, the City Council has determined that it is a necessity to regulate activities as provided for herein to safeguard the public; and

WHEREAS, the City Council is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this Ordinance; and

WHEREAS, all statutory and constitutional requirements for the passage of this ordinance have been adhered to, including but not limited to the Open Meetings Act; and

WHEREAS, the purposes of this Ordinance include protecting and promoting the public health, safety, and general welfare of the citizens of the City of Colleyville.

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

- Sec. 1. THAT all of the above premises are found to be true and correct and are hereby incorporated into the body of this ordinance as if copied in their entirety herein.
- Sec. 2. THAT Chapter 70 of the Code of Ordinances is hereby amended in its entirety and replaced with the attached Exhibit "A".
- Sec. 3. THAT the city manager is directed to monitor and review the impact and effects of this ordinance and to provide updates to the City Council on an as needed basis. If, for any reason, this Ordinance fails to achieve its stated goals or otherwise proves ineffective, the city manager is directed to present recommended revisions to the City Council for review and consideration.

- Sec. 4. THAT any person, firm, or corporation violating any provision of this ordinance shall be deemed guilty of a misdemeanor and shall upon final conviction thereof be fined in the amount not to exceed five hundred dollars (\$500.00). Each and every day any such violation shall continue shall constitute a separate violation hereunder.
- Sec. 5. THAT if any section, sentence, clause, or phrase of this ordinance be declared unconstitutional for any reason, it shall not affect the constitutionality and the validity of any other section, sentence, clause, or phrase, and the City Council declares that it would have passed all other sections, sentences, clauses, or phrases of this ordinance notwithstanding the unconstitutionality or invalidity of any paragraph, section, sentence, clause or phrase hereof.
- Sec. 6. THAT all ordinances or any parts thereof in conflict with the terms of this ordinance shall be and hereby are deemed repealed and of no force or effect; provided, however, that the ordinance or ordinances under which the cases currently filed and pending in the Municipal Court of the City of Colleyville, Texas, shall be deemed repealed only when all such cases filed and pending under such ordinance or ordinances have been disposed of by a final conviction or a finding of not guilty or nolo contendere, or dismissal.
- Sec. 7. THAT the effective date of this ordinance shall be immediate upon its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of February 2014.

The first reading and public hearing being conducted on the 18th day of February 2014.

ATTEST:

Amy Shelley, TRMC
City Secretary

APPROVED:

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C.G. Boyle
City Attorney

Exhibit "A"

PEDDLERS, SOLICITORS, AND MISCELLANEOUS SALES

I. SOLICITATION GENERALLY

The purpose of this ordinance is to secure the general health, safety, and welfare for the residents of the City of Colleyville by:

Prohibiting door-to-door solicitation at residences during the times when such activity is most intrusive and disruptive to citizens' privacy;

Regulating the locations in which solicitation activity may occur to promote safety and minimize congestion;

Regulating the manner in which any solicitation activity may occur to promote good order, and protect citizens from aggressive and intimidating practices; and

Requiring solicitors to obtain permits from the City to aid in crime detection and deter deceptive practices and fraud.

II. DEFINITIONS

A. The following words and phrases, when used in this ordinance, shall have the meanings ascribed to them by this section:

1. *Charitable purpose* shall mean philanthropic, religious, or other nonprofit objectives, including the benefit of poor, needy, sick, refugee, or handicapped persons; the benefit of any church or religious society, sect, group, or order; the benefit of a patriotic or veterans' association or organization; the benefit of any fraternal, social, or civic organization, or the benefit of any educational institution. "Charitable purpose" shall not be construed to include any direct benefit to the individual making the home solicitation, to include the benefit of any political group, or political organization, which is subject to financial disclosure under state or federal law.
2. *Commercial home solicitation or soliciting* means the solicitation at a residence through the attempt or act of asking, bartering, or communicating in any manner for the purpose of selling or offering to sell goods, services, or

realty for a for-profit purpose, which includes promoting, advertising, receiving or obtaining money, gifts or items of value for said individual or group of individuals, or for-profit organization, club, company, corporation.

3. *Commercial home distribution or distribute* means the door-to-door distribution of advertisements or handbills (other than through the United States mail).
4. *Dusk* means thirty (30) minutes after sunset.
5. *Handbill* means and includes any printed or written matter, any sample or device, circular, leaflet, pamphlet, paper, booklet, or any other printed or otherwise reproduced original, or copies of any matter or literature.
6. *Handbill distributor* means and includes any person engaging or engaged in the business for hire or gain of distributing handbills, other than newspapers distributed to subscribers thereof, and any person receiving compensation directly or indirectly for the distribution of such handbills.
7. *Handbill sponsor* means and includes any person, firm, or corporation who utilizes handbills as a medium of advertising or spreading a message.
8. *Itinerant operations* shall mean and refer to the conduct of business operations at one or more locations or properties throughout the day, provided that the mobile vendor does not remain or linger at any particular property or location for longer than thirty (30) minutes.
9. *Itinerant vendor* shall mean any person who sets up and operates a temporary business on privately owned property, whether improved or unimproved, in the City, soliciting, selling, or taking orders for, or offering to sell or take orders for any goods or services.
10. *Mobile frozen dairy food vendors* shall mean any person who operates a vehicle on the streets of the City for the purposes of soliciting sales of frozen dairy food, either made or produced at the time of the sale, or prepackaged and wrapped in a covering.

11. *Mobile ice cream truck* is a mobile food unit that operates from a motor vehicle and sells only prepackaged, single-portion, ice cream or frozen confections.
12. *Peddle* shall mean traveling by foot, wagon, vehicle, or any other type of conveyance from street to street carrying, conveying, or transporting goods, wares, or merchandise and offering or exposing them for sale, or making sales and delivering articles to purchasers; or without traveling from place to place, exhibits, displays, sells, or offers for sale, such products from a wagon, handcart, pushcart, motor vehicle, conveyance, or from their person, while on the public right-of-way of the City of Colleyville.
13. *Peddler* shall mean any person traveling by foot, wagon, vehicle, or any other type of conveyance from street to street carrying, conveying, or transporting goods, wares, or merchandise and offering or exposing them for sale, or making sales and delivering articles to purchasers; or who, without traveling from place to place, exhibits, displays, sells, or offers for sale, such products from a wagon, handcart, pushcart, motor vehicle, conveyance, or from his person, while on the public right-of-way of the City of Colleyville. A peddler also includes any street vendor, itinerant vendor, or transient vendor.
14. *Public right-of-way* for the purposes of this ordinance shall mean a legally established area or strip of land, either public or private, on which an irrevocable rite of passage has been recorded, and which is occupied, or intended to be occupied, by a street, utility service, water main, sanitary or storm sewer main, or other similar use. Right-of-way also includes the travel portion of the roadway and all traffic medians.
15. *Residential street* means a thoroughfare or public driveway, other than an alley, not on the City's Master Thoroughfare Plan, which has been dedicated or deeded to the public for general use and affords a principal means of vehicular or other access to property abutting thereon.
16. *Solicitation or soliciting* means the solicitation at a residence through the attempt or act of asking, bartering,

or communicating in any manner for the purpose of selling or offering to sell goods, services, or realty for any purpose, which includes promoting, advertising, receiving or obtaining money, gifts or items of value for said individual or group of individuals, or organization, club, company, corporation.

17. *Temporary business* means one that continues for forty-five (45) days or less; and, exists whether solicitation is from a stand, vehicle, or freestanding. Any business that exists more than forty-five (45) days shall be deemed to be a permanent occupancy and is required to obtain a certificate of occupancy from the Community Development Department.
18. *Transient vendor* shall mean vendors who sell items for a limited time and have no permanent place of business at that location. Examples of places where transient vendor sales may take place are at fairs, bazaars, flea markets, art or craft shows, or concerts.

III. COMMERCIAL HOME SOLICITATION AND COMMERCIAL HOME DISTRIBUTION

A. COMMERCIAL HOME SOLICITATION AND COMMERCIAL HOME DISTRIBUTION ON PRIVATE PROPERTY

1. It shall be unlawful for any person to conduct commercial home solicitation or commercial home distribution upon residential property within the City without first obtaining a written permit as prescribed by this ordinance.
2. It shall be unlawful to approach any part of a residence other than the front door.
3. It shall be unlawful for any person(s), handbill distributors, or commercial home solicitors to distribute or cause to be distributed, deposited, placed, thrown, scattered, or cast, any handbill upon any residential property except:
 - a. By handing or transmitting such handbill directly to the owner or occupant then present in or upon such private premises; or

- b. By placing or depositing the same in a manner to secure and prevent such handbill from being blown or drifting about such premises, except that mailboxes may not be used when prohibited by federal postal laws or regulations.
- 4. It shall be unlawful for any person to distribute or cause to be distributed, deposited, placed, thrown, scattered, or cast any handbill upon any residential property or to go upon any residential premises for the purpose of commercial home solicitation; or commercial home distribution; and ring the doorbell, knock upon the door or create any sound for the purpose of attracting the attention of the occupants of the residence if:
 - a. Requested by anyone thereon not to do so; or
 - b. If there is placed on such premises in a conspicuous place upon or near the main entrance to the residence, a weatherproof sign, not less than three (3) inches by four (4) inches in size bearing the words "no trespassing," "no peddlers," "no advertisements," "no solicitation," "no handbills," or any similar notice indicating in any manner that the occupants of such premises do not desire to have any such handbills left upon their premises. The letters on such signs shall be not less than two-thirds (2/3) of an inch in height.
- 5. It shall be unlawful for any person to employ, use, or otherwise put into service, a child who is fifteen (15) years of age or less to engage in a commercial home solicitation or commercial home distribution, unless the child is soliciting or distributing within 1,000 feet of the child's home, or the child is actively supervised by an adult at least eighteen (18) years of age who is within one hundred (100) feet of the child, or who has written consent from a parent or legal guardian for a charitable purpose.
- 6. No person shall leave any unsolicited pamphlet, unsolicited brochure, unsolicited flyer, unsolicited package, or unsolicited printed advertisement at a residence at a place further than five (5) feet from the front door of the residence.

7. It shall be unlawful for any person to solicit, peddle, or distribute on a residential property that is listed on the “do-not-solicit list” as defined by this chapter.

B. DISPLAY OF IDENTIFICATION

1. The person(s) in charge of conducting commercial home solicitation or commercial home distribution shall ensure that all commercial home solicitors, or commercial home distributors involved, possess on their person photo identification, such as a valid driver license, or other valid governmental identification that correctly identifies whom the solicitor/distributor is and for whom the solicitor/distributor is working.
2. It shall be unlawful for any commercial home solicitor(s) or commercial home distributor(s) to fail or refuse to show or display such identification upon the request of any person.
3. It shall be unlawful for any commercial home solicitors or commercial home distributors to engage in commercial home solicitation or commercial home distribution without having a copy of the permit in their possession, except that where the person who will be peddling or soliciting is fifteen (15) years of age or less.
 - a. Such person shall be supervised by a person who is over the age of eighteen (18) years of age and who shall obtain a license on behalf of the person to be supervised.
4. The permit holder must ensure that the permit is properly displayed while conducting peddling, commercial home solicitation, or commercial home distribution activities.
 - a. Properly displayed shall mean attached or hung so that the permit is clearly visible to the public and law enforcement officials.
5. It shall be unlawful for any person to conduct themselves as a commercial home distributor without wearing an orange traffic safety vest.

C. SOLICITATION IN SELECTED PUBLIC RIGHT-OF-WAY

1. It shall be unlawful for any person to solicit or to distribute handbills on, in, upon, or around any public right-of-way, with or without a permit.
2. Employees of the City of Colleyville are hereby exempt from the provisions of subsection 1 above, provided approval is first obtained from the city manager or their designee.

D. SOLICITATION FOR PURPOSES NOT SET OUT IN THE APPLICATION

1. It shall be unlawful for any commercial home solicitor to solicit for a purpose other than that set out in the application upon which the permit was issued.

IV. SOLICITATION PROHIBITED – HOURS

- A. It shall be unlawful to solicit, peddle, or distribute on residential property prior to 9:00 a.m. or after dusk of any day Monday through Saturday, or any time on Sunday or any other federally designated holiday.

1. This section shall not apply to a visit to the premises as a result of a request or invitation made by the occupant, invitation of the owner of the property, or a person residing on the premises.
2. This subsection shall not apply to a visit to a residence that is listed on the “Solicitor’s Welcome” list as defined by this Chapter.

- B. It shall be unlawful to solicit, peddle, or distribute on residential property on any day where the Department of Homeland Security has issued a formal alert regarding a specific or credible terrorist threat resulting in an imminent or elevated threat level, the chief of police may suspend any commercial home solicitation or commercial home distribution activities until such time that the threat level is rescinded. This section shall not apply to a visit to the premises as a result of a request or invitation made by the occupant, invitation of the owner of the property or a person residing on the premises.

V. DO-NOT-SOLICIT LIST

- A. The city manager shall develop and maintain a list of residences where commercial home solicitation is prohibited and such list shall be referred to as the “do-not-solicit list.” Placing a residence on the list shall be effective for two years unless an earlier request for removal is received, and is subject to being renewed after each two year block of time.
- B. Any property owner or occupant may elect to add or remove his or her residence to or from the do-not-solicit list through the procedures developed by the city manager. The property owner or occupant making such a request will be required to affirm that he or she is an owner or occupant of the residence, and is making the request on their behalf and on behalf of any other occupant at that address.
- C. The city manager shall make the do-not-call list available on the City’s website and to any person upon request.
- D. The chief of police shall provide a copy of the do-not-solicit list to each person issued a permit under this ordinance.

VI. SOLICITORS WELCOME LIST

- A. The city manager shall develop and maintain a list of residences where solicitation is welcome without regard to the time of day or day of the week and shall be referred to as the “solicitors welcome list.” Placing a residence on the list shall be effective for two years unless an earlier request for removal is received, and is subject to being renewed after each two year block of time.
- B. Any property owner or occupant may elect to add or remove his or her residence to or from the solicitors welcome list through the procedures developed by the city manager. The property owner or occupant making such a request will be required to affirm that he or she is an owner or occupant of the residence, and is making the request on their behalf and on behalf of any other occupant at that address.
- C. The city manager shall make the solicitors welcome list available on the City’s website and to any person upon request.

- D. The chief of police shall provide a copy of the solicitors welcome list to each person issued a permit under this ordinance.

VII. ITINERANT VENDORS

A. REQUIREMENTS

1. It shall be unlawful to operate a mobile ice cream truck, or any other itinerant street vendor vehicle in the City, and no person who owns or controls a mobile ice cream truck or itinerant street vendor vehicle shall permit it to be so operated at any time, unless the driver of said vehicle shall have first obtained, and shall then have in force, an itinerant street vendor permit, issued under the provisions of this ordinance.
2. All permits shall be for specific time periods, dates, and locations.
3. Mobile frozen dairy food vendors, mobile ice cream trucks, or other itinerant vendor vehicles are permitted to vend in an area for a short period of time and move to multiple other locations, providing they do not remain at a location for more than thirty (30) minutes, without specific approval, as contained in the permit.
4. Sound equipment must be limited to music or human speech and can only be used between 11:00 a.m. and dusk each day.
5. Sound may not be broadcast within one hundred (100) yards of schools, hospitals, churches, courthouses, funeral homes, or cemeteries and shall meet all noise nuisance provisions contained in the Colleyville Code of Ordinances. Music must be played at a reasonably low volume while the unit is stopped for vending. If the unit is stopped for vending for more than ten (10) minutes, then music shall be turned off.
6. A sign or decal that is visible at all times with the business address and telephone number of the business permit holder printed on the side of the vehicle in letters of not less than two (2) inches in height.

7. Vehicles must be in good condition and have a current safety inspection sticker from the Texas Department of Motor Vehicles.
8. All itinerant vendors shall comply with all provisions of the Colleyville Code of Ordinances and Colleyville Land Development Code. Any itinerant vendor seeking to locate at a stationary point for more than thirty (30) minutes must also obtain a temporary use permit from the Community Development Department.

B. SAFETY EQUIPMENT FOR MOBILE ICE CREAM TRUCKS OR OTHER VEHICLES VENDING FOOD PRODUCTS TO CHILDREN

1. Signs stating "WATCH FOR CHILDREN" or "SLOW CHILDREN CROSSING" must be posted on the front, back, and both sides of the vehicle in at least four (4) inch letters of contrasting colors in distinctive lettering, which is visible at three hundred (300) feet to the front and rear in normal sunlight, upon a straight, level roadway, or highway. Swing arms stating "Stop for Children" may be used as an option on the side of the vehicle in lieu of the signage with four (4) inch lettering.
2. A serving window capable of being closed when not in use must be provided and located on the curbside only.
3. The vehicle must be provided with left and right outside rear view mirrors, as well as two (2) additional outside wide-angle mirrors on the front and back of the vehicle to enable the driver, in his normal seated position, to see around the entire vehicle and see the area in front of the vehicle obscured by the hood. Rear mirrors shall not be required if the vehicle is equipped with a no ride bumper.
4. All vehicles must have operable four-way, yellow, flashing hazard lights to warn approaching drivers of children.
5. A rear bumper cover or a no ride bumper must be installed to prevent children from standing or jumping on the rear of the vehicle.
6. A trash receptacle to dispose of all litter that is generated from products sold from the mobile ice cream truck,

mobile frozen dairy food vendor, or other itinerant street vendor vehicle.

VIII. APPLICATION FOR PERMIT

A. COMMERCIAL HOME SOLICITATION

1. A person or organization seeking a permit for the purpose of conducting home solicitation shall file an application with the Police Department. The application shall contain the following information:
 - a. The full and legally recognized names and any associated aliases, logos, nicknames, and abbreviated names of the entity or person applying for a permit to solicit;
 - b. Whether the person applying is an individual, partnership, corporation, or association, and:
 - i. The business or residence address and telephone number of the applicant;
 - ii. If a partnership, the names of all partners, the principal business address, and telephone number of each partner;
 - iii. If a corporation, the person applying shall state whether it is organized under the laws of this state, another state, or is a foreign corporation, and must show the mailing address, business location, telephone number, name of the individual in charge of such corporation, and, if a foreign corporation, the place of incorporation;
 - iv. If an association, the application shall show the association's principal business address and telephone number, if any, and shall show names and principal business or residence addresses, and telephone numbers of all members of the association unless they exceed ten (10) in number, in which case the application shall so state and the person registering may alternatively list the name and principal business or residence

addresses, and telephone numbers of the officers and directors, or trustees of the association;

- v. If the association is a part of a multi-state organization or association, the mailing address and business location of its central office shall be given, in addition to the mailing address and business location of its local office.
- c. The names, mailing address, and telephone number of all individuals who will be in direct charge or control of the solicitation;
 - d. The time period within which the solicitation is to be made, giving the date of the beginning of solicitation and its projected conclusion, and the specific location(s);
 - e. A description of the methods and means by which the solicitation is to be accomplished;
 - f. The type of merchandise to be sold or offered for sale or the nature of the services to be furnished;
 - g. Whether such applicant, upon any such order so obtained, will demand, accept, or receive payment, or deposit of money in advance of final delivery;
 - h. A permit will not be issued if there is an affirmative statement as to whether the applicant has ever been:
 - i. Convicted of, or pleaded nolo contendere, to a misdemeanor involving fraud, theft, embezzlement, burglary, fraudulent conversion, or misappropriation of property within the preceding ten (10) years, or convicted of, or pleaded nolo contendere, to any felony;
 - ii. Found liable in a civil or administrative action in which the complaint, or petition alleged fraud, theft, embezzlement, fraudulent conversion, misappropriation of property, or the use of untrue or misleading representations in an attempt to

sell or dispose of property, or to obtain money or a thing of value from another;

- iii. Found liable under any law regarding the use of unfair, unlawful, or deceptive business practices; or
 - iv. Subject to an injunction or restrictive court order relating to business activity as the result of an action brought by a federal, state, or local public agency, including an action affecting a vocational license.
- i. The names of any cities where the applicant has worked in the previous three hundred and sixty-five (365) days;
 - j. Two full-face photographs of each applicant, two (2) inches square;
 - k. A copy of a valid state tax sales certificate, if applicable;
 - l. An authorization to conduct a criminal background check on the applicant;
 - m. Any other information, which the City deems necessary for the administration of this ordinance.
- 2. The application must be signed by the applicant and accompanied by a non-refundable application fee of \$15.00 and a permit fee of \$50.00, if approved. Such application shall also show satisfactory written proof of the individual's authority to represent the company.
 - 3. Information provided by applicant will be subject to verification by the Police Department.
 - 4. Failure to provide a complete and thorough application or falsification of any part of the application shall be grounds for the denial or revocation of a permit.
 - 5. After review of the permit application and within ten (10) business days of the receipt of the application, the chief of police, or his designee, shall either issue a permit, as

provided in this ordinance, or notify the person applying that the application does not comply with the requirements of this ordinance, specifying why the application is incomplete, or otherwise does not comply.

6. If the applicant is fifteen (15) years of age or less, a copy of the parental consent form required by Section 51.0145 of the Texas Labor Code and the name, address, and telephone number of all persons who will be responsible for supervising the activities of the applicant must be provided.
7. A permit granted under this article shall be valid only until the termination of the solicitation period specified in the permit or for one hundred eighty (180) days, whichever is less, but may be renewed once for one hundred eighty (180) days, if made within the initial one hundred eighty (180) day period of the original permit. Each application for renewal must verify permit information as correct, and provide copies of sales tax returns for the prior permit period.
 - a. A permit renewal application shall be \$25.00, if submitted within one hundred eighty (180) days of the original application.

B. COMMERCIAL HOME DISTRIBUTION

1. No person shall engage in a commercial home distribution without having a valid, current permit issued under the provisions of this ordinance by the chief of police. The application shall contain the following:
 - a. The name, date of birth and mailing address of the person(s) applying;
 - b. The name, mailing address and phone number of the handbill sponsor and company organizing the distribution of same;
 - c. The time period and locations within which commercial home distributions will be made, including the proposed beginning date, the projected date of conclusion, and

an estimate of how often the applicant will distribute during the permit period;

- d. A description of the methods and means by which the commercial home distributions will be accomplished;
- e. A description of the goods or services to be sold or offered through the distribution;
- f. If the applicant is fifteen (15) years of age or less, a copy of the parental consent form required by Section 51.0145 of the Texas Labor Code and the name, address, and telephone number of all persons who will be responsible for supervising the activities of the applicant must be provided;
- g. A permit will not be issued if there is an affirmative statement as to whether the applicant has ever been:
 - i. Convicted of, or pleaded nolo contendere, to a misdemeanor involving fraud, theft, embezzlement, burglary, fraudulent conversion, or misappropriation of property within the preceding ten (10) years, or convicted of, or pleaded nolo contendere, to any felony;
 - ii. Found liable in a civil or administrative action in which the complaint or petition alleged fraud, theft, embezzlement, fraudulent conversion, misappropriation of property, or the use of untrue or misleading representations in an attempt to sell or dispose of property, or to obtain money or a thing of value from another;
 - iii. Found liable under any law regarding the use of unfair, unlawful, or deceptive business practices; or
 - iv. Subject to an injunction or restrictive court order relating to business activity as the result of an action brought by a federal, state, or local public agency, including an action affecting a vocational license.

2. It shall be unlawful for any person to file an application for a commercial home distribution permit that contains any false statement of fact.
3. The names of any cities where the applicant has worked in the previous three hundred and sixty-five (365) days.
4. The application for the permit must be signed by the applicant and accompanied by a non-refundable application fee of \$15.00 and a permit fee of \$50.00, if approved. Such application shall also show satisfactory written proof of the individual's authority to represent the company.
5. It shall be unlawful for any person to engage in a commercial home distribution without carrying the permit required by this ordinance, on his or her person, while so engaged, or to display a permit issued in the name of another person.
6. After review of the permit application and within ten (10) business days of the receipt of the application, the chief of police or his designee shall either issue a permit, as provided in this ordinance, or notify the person applying that the application does not comply with the requirements of this ordinance, specifying why the application is incomplete or otherwise does not comply.
7. A permit granted under this article shall be valid only until the termination of the solicitation period specified in the permit or for one hundred eighty (180) days, whichever is less, but may be renewed once for one hundred eighty (180) days, if made within the initial one hundred eighty (180) day period of the original permit. Each application for renewal must verify permit information as correct and provide copies of sales tax returns for the prior permit period.
 - a. A permit renewal application shall be \$25.00, if submitted within one hundred eighty (180) days of the original application.

C. GROUP REGISTRATION (applies to Commercial Home Distribution permits only)

1. A person may apply for a group registration applicable to two (2) or more persons who desire to engage in commercial home distributions.
2. The registration application shall contain all of the information required herein for each person who will be engaging in commercial home distributions under the group registration.
3. The application must be signed by a person responsible for the group application and shall be accompanied by a non-refundable application fee of \$15.00 and an additional permit fee of \$15.00 for each person to be included under the group application.
4. Provided that, if the applicant registers ten (10) or more persons under a group application, the additional permit fee shall be \$10.00 per person. The applicant for group registration shall provide each person distributing under the applicant's registration an identification badge to be worn and displayed while the person is engaging in a commercial home distribution.

D. ITINERANT VENDORS

1. Every driver or person desiring a permit to conduct sales activity in the City as a mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor shall make a written application therefore to the chief of police. The application shall be made on a form approved by the chief of police, accompanied by a non-refundable \$15.00 application fee and a \$50.00 permit fee if approved, and state the following:
 - a. Name, business address, and telephone number of applicant;
 - b. Name, address, and telephone number of the person, firm, or corporation the applicant is representing; the agent or service of process of a corporation, and/or name and address of any owner of a business not

incorporated, and the assumed name of said business filed in the index in the county of its home office, for any business;

- c. Attached to the application shall be a certified original copy of the sales tax permit issued by the comptroller of the state;
- d. Statement of the kind, type, and character of solicitation and/or the goods that applicant will offer for sale, and state whether the purchaser of such wares or goods shall be required to make any deposit or advance payment of purchase price before delivery, and a complete and full statement of the delivery date;
- e. The period of time the applicant requests to sell or solicit in the City;
- f. Location or area of the City where sales activity will be conducted;
- g. List of all convictions of all felonies and misdemeanors and violations of this article of applicant and representatives, stating the offense, city and state, the court of conviction, and the punishment imposed;
- h. Name and phone number of three (3) character witnesses for applicant who can be contacted within forty-eight (48) hours;
- i. If sales are to be conducted from one (1) or more stationary locations, the applicant shall submit written consent of the property owner, or its authorized agent consenting to applicant's use of such private property for sales activity indicated in the permit application;
- j. Names of each employee, agent, or representative for whom the applicant will sell, offer, exhibit, or solicit orders for the sale of goods, wares, or merchandise for, or on behalf of, the applicant;
- k. The name of all cities in which the applicant has conducted sales activity in the last three hundred sixty-five (365) days.

2. No itinerant street vendor permit of any kind shall be granted unless:
 - a. The applicant is at least eighteen (18) years of age, has a valid state issued driver license;
 - b. The applicant has no active suspension on his or her driving privileges in any state;
 - c. No permit shall be issued if the applicant has been convicted of, or pleaded nolo contendere to, any felony.
3. Before a permit is issued by the chief of police, or his designee, the applicant will be required to furnish a policy of liability insurance, in the amount of \$250,000 per incident. This policy must include a provision that the City will be notified within thirty (30) days if this policy of insurance is to be cancelled for any reason.
 - a. Cancellation of an insurance policy for a mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor shall be an automatic revocation of the permit issued to that mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor.
 - b. Cancellation of an insurance policy for any company that operates any mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor shall be an automatic revocation of all City permits issued to all mobile ice cream trucks, mobile frozen dairy food vendors, or other itinerant street vendors operated by that company.
4. Vehicles must be in good condition and have a current safety inspection sticker from the Texas Department of Motor Vehicles.
5. Any itinerant vendor handling or selling non-prepackaged food must also possess a current Tarrant County Public Health Department Food Handler Card. Proof of an annual health department inspection shall be provided at the time of permit application. The inspection shall be performed

by a registered sanitarian licensed in the State of Texas and employed with a county or city health department in the State of Texas.

6. When the application is approved, the mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor's permit shall be issued in card form. The photograph of the driver shall be attached to the card.
 - a. Each driver will be given a mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor permit number, which will be on such permit. This card shall be posted in a prominent place in the mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor vehicle, and shall be shown to any customer, police officer, or code enforcement officer upon request.
 - b. A copy of the permit shall be posted in the mobile ice cream truck, mobile frozen dairy food vendor, or other itinerant street vendor vehicle at all times.
7. A permit granted under this article shall be valid for one year – from between January 1 and December 31, regardless of the date of application. Each application for renewal must verify permit information as correct, and provide copies of sales tax returns for the prior permit period.

IX. EXEMPTION FROM PERMIT FEES

- A. The permit fees shall not be required of charitable solicitations, ordinary commercial travelers who sell or exhibit for sale goods, wares, or merchandise to persons selling and dealing in the same within the City, or individuals who file a statement with the Police Department indicating their indigent status.

X. INVESTIGATION OF THE APPLICANT

- A. In addition to all permit fees, each applicant for any type of permit in this ordinance shall pay a non-refundable fee of \$15.00 to cover the cost of conducting a criminal background check on the applicant(s).

- B. It shall be the duty of the chief of police, or his designee, to investigate each applicant for a permit under this ordinance, before issuance of such a permit based on a review of the applicant's background.

XI. ISSUANCE, DENIAL, REVOCATION

- A. The chief of police, or his designee, shall issue the applicant a commercial home solicitation, commercial home distribution, or itinerant vendor permit if the chief of police, or his designee determines that the application has been fully and accurately completed, the permit application fee has been paid, and that the applicant has satisfied each requirement of this ordinance. If not, the chief of police, or his designee, may deny the permit.
- B. A commercial home solicitation, commercial home distribution, or itinerant vendor permit may be revoked if the chief of police so determines that reasonable cause exists to believe that:
 - 1. A statement of fact contained in the application was false or materially misleading;
 - 2. The permit holder has failed to comply with any of the provisions of this ordinance;
 - 3. Any of the conditions of this ordinance is, or has become applicable, to the permit holder; or
 - 4. The permit holder has engaged in a commercial home solicitation or commercial home distribution that involves the use of false, misleading, fraudulent, or deceptive acts.
- C. The chief of police, or his designee, shall provide notice of the revocation by certified mail, personal service, or courier-receipted commercial delivery sent to the address provided on the permit holder's application.
- D. The permit holder may appeal the denial or revocation of a permit to the chief of police by filing a written notice of appeal with the chief of police within ten (10) business days of delivery of notice of the denial or revocation. The chief of police shall render a decision on the appeal within five (5) business days of the date of the receipt of the appeal. The decision of the chief of police shall be final. A revocation shall remain in effect for a

period of one (1) year, during which time the permit holder may not be issued another commercial home solicitation, commercial home distribution, or itinerant vendor permit.

XII. EXEMPTIONS TO PERMITTING REQUIREMENTS

- A. The following shall be exempt from the permitting requirements of this ordinance:
1. Religious organizations exclusively for the distribution of literature and other items for the purpose of proselytizing, provided that no fees are charged, and no donations are solicited;
 2. Anonymous political speech;
 3. Charitable purpose;
 4. The provisions of this ordinance shall not apply to sales made under authority and by order of law, nor to persons, or their authorized representatives, who have previously established with the owners or occupants of such private residences or property a regular business, trade, service, or other contractual relationship;
 5. Any operation, which is exempted by state or federal statute from this ordinance, is exempt only to the extent of such applicable exemption;
 6. Any person claiming to be legally exempt from the provisions of this ordinance, including the payment of the permit, or investigation fee, shall make such a claim in writing to the chief of police, citing the applicable statute or authority, and providing proof of its applicability.

XIII. MISCELLANEOUS OCCASIONAL SALES OF NONFOOD ITEMS IN RESIDENTIAL ZONES

Occasional sales, whether classified as garage sales, yard sales, or any other display for sale of any other item not classified in this article in a noncommercial zoned district, such as personal items; trucks, automobiles, or tractors registered to a person residing on the premises; used household items or furniture; or any other item not grown, harvested, manufactured, processed, created, gathered, or otherwise produced on the premises, shall

be permitted for not more than ten days per year, per premises. No signs shall be erected on property other than the location where the products are sold, or services are conducted.

XIV. SALES ON PUBLIC RIGHT-OF-WAY PROHIBITED

No person may display products for sale or conduct the sale of products anywhere within the public right-of-way. (Ord. No. 0-95-1014, § 3, 1-2-96)

XV. TENTS AND TEMPORARY STRUCTURES

The erection of a tent or other temporary structure as a shelter for outdoor display and sales of food products shall meet the following requirements:

- (1) No tent or other temporary structure shall be erected within 20 feet of any property line, building, or other tent.
- (2) No tent or other temporary structure shall be erected in any fire lane, dedicated access road, right-of-way, or dedicated easement.
- (3) All tents and their appurtenances shall be securely roped, braced, and anchored to withstand the elements of weather against collapse.
- (4) All sections or parts of all tents shall be of flame-retardant material. This shall include all floor coverings, bunting, decorations, side wall coverings, and other effects.
- (5) Smoking shall not be permitted, and no smoking signs shall be posted at all entrance doors and where deemed necessary by the fire marshal.
- (6) No fireworks, open flame, nor any device emitting flame, or fire, or creating a glow, shall be permitted, or used.
- (7) Balloons or other similar devices that are filled with toxic, explosive, or flammable gases shall not be permitted in, or adjacent to, any tent or other temporary structure.
- (8) All exits shall be in accordance with, and comply with, the International Fire Code, as adopted by the City Council.
- (9) All exit signs shall be in accordance with, and comply with, the International Fire Code, as adopted by the City Council.

- (10) Exit illumination shall be in accordance with, and comply with, the International Fire Code, as adopted by the City Council.
- (11) All weeds, grass, vegetation, or other flammable materials shall be removed and not located within 30 feet of any tent, temporary structure, or their appurtenances.
- (12) Fire extinguishers shall be installed in accordance with, and comply with, the International Fire Code, as adopted by the City Council.

XVI. OUTDOOR DISPLAY AND SALES OF HOMEGROWN PRODUCE IN RESIDENTIAL DISTRICTS

The display and sale to the general public of fruits, vegetables, and other homegrown produce from private residences in noncommercial zoned districts may be conducted during the normal growing and harvesting season under the following restrictions:

- (1) A temporary sign advertising the products sold may be erected on the premises, in accordance with the sign code.
- (2) Homegrown or home-produced food products may consist of, but are not limited to, peaches, pears, apples, nuts, berries, eggs, tomatoes, beans, peas, grapes, or products processed on the premises from food items such as jams, jellies, preserves, candies, pies, juices, or any other edible food product.
- (3) Where fruits, vegetables, and other food items are to be displayed and sold for more than nine months per year, a special use permit shall be required in every zoning district.

XVII. PENALTIES

- A. Any person violating any provision of this ordinance or failing to observe any provisions of this ordinance shall have their permit revoked immediately and will not be entitled to reapply for a period of one (1) year from the date of the revocation. In the event of such forfeiture of permit, no part of such permit fee as may have been so paid shall be refunded to such person, and;
- B. Any person, firm, or corporation violating any of the terms or provisions of this ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be punished by a fine in a sum not to exceed \$500.00 for each offense, and a separate offense shall

be deemed committed each day during or on which a violation occurs or continues.

1. In case of any willful violation of any of the terms and provisions of this ordinance, the City, in addition to imposing the penalties above provided, may institute any appropriate action or proceeding in any court having proper jurisdiction, to restrain, correct or abate such violations; and the definition of any violation of the terms of this ordinance as a misdemeanor, shall not preclude the City from invoking the civil remedies given it by the laws of the state, but same shall be cumulative and subject to prosecution as hereinabove prescribed for such violations.



City of Colleyville Planning and Zoning Commission Agenda Briefing

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

Agenda Number 7a

Agenda Date 02/04/2014

Number Resolution R-14-3716

Type Resolution

Department Community Development

Title

Approval of a request for a replat on 5.7 acres located on Lots A1, B1, and B1A of The Oaks Addition, located at One, Two, and Three Country Way, Case PC13-026

Explanation

Reading and Public Hearing

The applicant, Bryan Holland with Bayley Yandell, Ltd., is requesting approval of a replat to create five single family lots on 3.27 acres, located at West L.D. Lockett Road and Country Way. The preliminary plat for Country Way Addition, Block 1, Lots 1 through 6, was approved by City Council on August 20, 2013. The developer has submitted Lots 1 through 5 with the Country Way Addition replat for the first phase, and is leaving Lot 6 shown on the preliminary plat for a future phase.

Zoning. The subject property is zoned R-20-Single Family Residential.

Existing Conditions. The subject property currently contains two single family homes on two separate lots. The applicant intends to demolish the home at One Country Way (Lots 1 through 4 on the replat) upon approval of the replat. The home located at Two Country Way (Lot 6 on the preliminary plat) will remain as a single family home.

Lot Dimensions and Setbacks. The R-20-Single Family Residential zoning regulations require a minimum lot size of 20,000 square feet with a minimum lot width of 100 feet, and lot depth of 125 feet. A waiver to the lot width was granted for Lots 1, 2, and 3 per the approved preliminary plat by the City Council. The approved lot width for these three lots is 95 feet. Per Section 3.24 G, Schedule of District Regulations, the following residential zoning standards apply:

Minimum Front Yard Setback: 30 feet

Minimum Side Yard Setbacks: 10 feet

Minimum Rear Yard Setback: 25 feet

Maximum Lot Coverage: 30 percent

Street Design. The streets in the development are public and will meet the minimum requirements of the Land Development Code, which includes a 31 foot wide curb and

gutter street with a 50 foot right-of-way.

Tree Preservation. As required by Chapter 5-Tree Preservation of the Land Development Code, approval of a tree survey and mitigation plan is required upon approval of the replat for the property.

Development Fees. Park land dedication fees are required, in the amount of \$1,802 per residential lot, for the five lots where new homes are proposed. Park land dedication fees are due at the time of replat and must be paid before the replat is recorded with the County Clerk's office.

Roadway impact fees are due in the amount of \$4,941 per residential lot, at the time of the building permit application, which will total \$24,705 for the proposed development.

Water and wastewater impact fees are due at the time of the building permit application. Fees for a typical 5/8 inch meter are \$2,491 for the water impact fee, and \$643 for the wastewater impact fee.

Sidewalks and Trails. A four (4) foot sidewalk is required to be installed along the new internal street, Country Way, at the time of new home construction. According to the Colleyville Trails and Sidewalk Systems Map, a five (5) foot sidewalk is required along L.D. Lockett Road and must be built upon redevelopment of Lot 6.

Drainage and Stormwater Runoff. As required by the Land Development Code, drainage and engineering plans have been submitted with the proposed replat. Water and sanitary sewer services will be installed as part of the development process. The developer is responsible for the extension of water and sewer service lines to the individual lots.

Planning and Zoning Commission Approval. The Planning and Zoning Commission recommended approval of the replat at the January 13, 2014 meeting.

Public Notification. Staff mailed notices to 28 adjacent property owners regarding the replat. Notice was published in the *Fort Worth Star-Telegram* as required by state law and the Land Development Code for residential replats. To date, staff has received four letters of opposition and three speaker cards opposed to the request.

Summary. The Country Way Addition replat complies with the requirements of the preliminary plat, including the waivers granted to the reduced lot width, which were approved by the City Council on August 30, 2013. With the exception of the lot width waivers, the replat meets the minimum requirements of the Land Development Code. Staff recommends approval based upon the previous City Council approval of the preliminary plat.

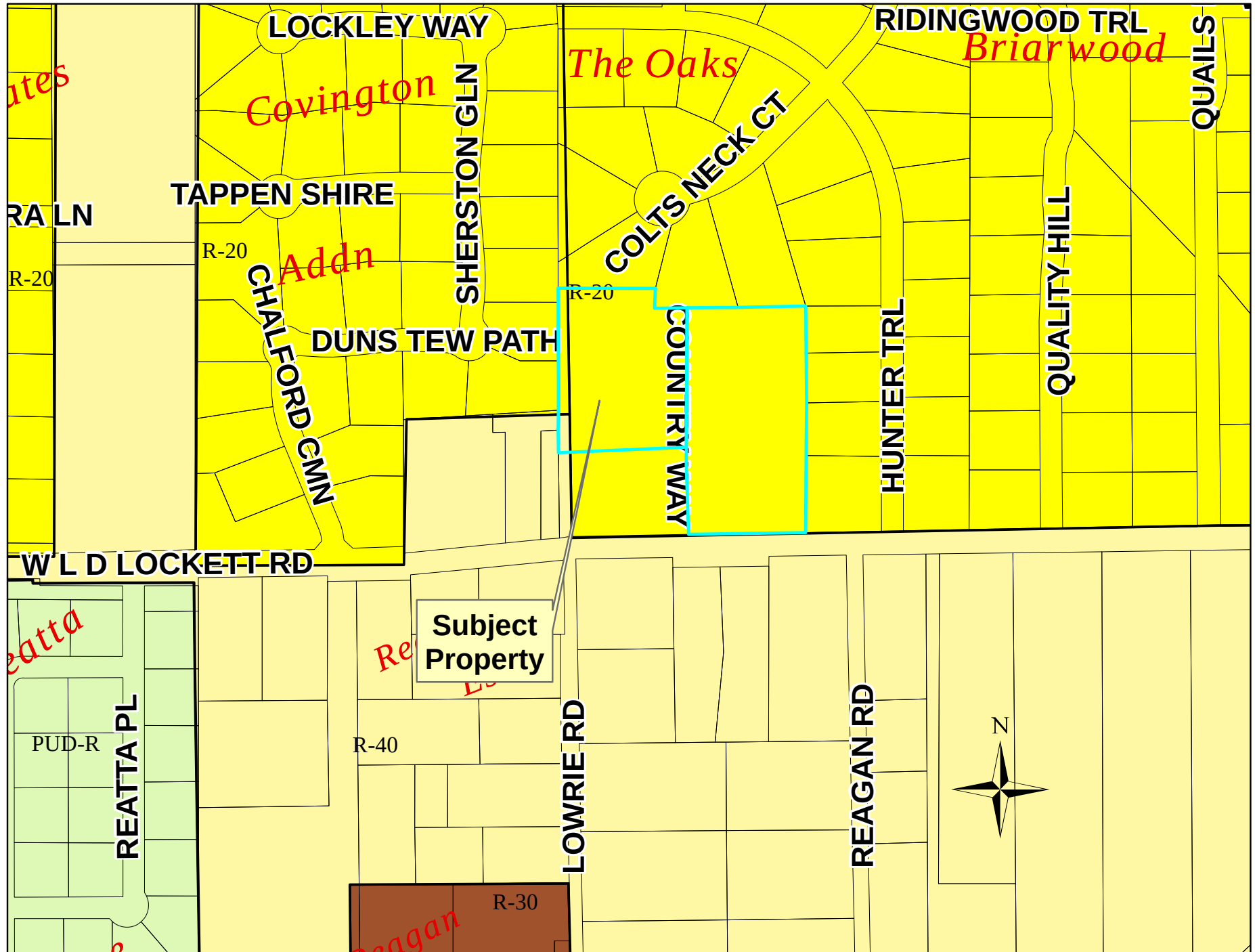
Recommendation

Approve

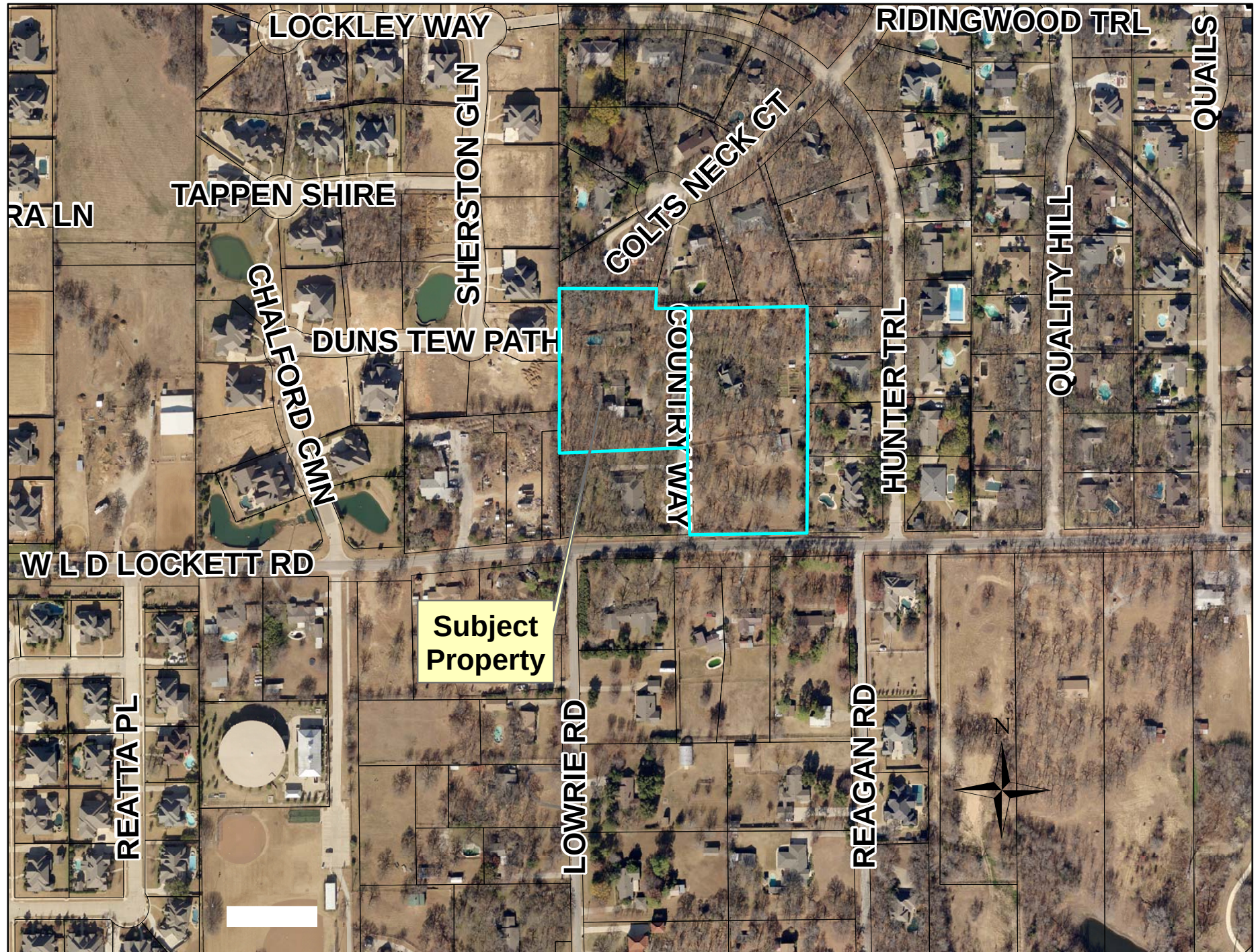
Attachments

1. Location and Zoning Map
2. Aerial
3. Buffer Map
4. Notification List
5. Letters of Opposition
6. Final Plat Exhibit
7. Preliminary Plat Exhibit
8. R-14-3716

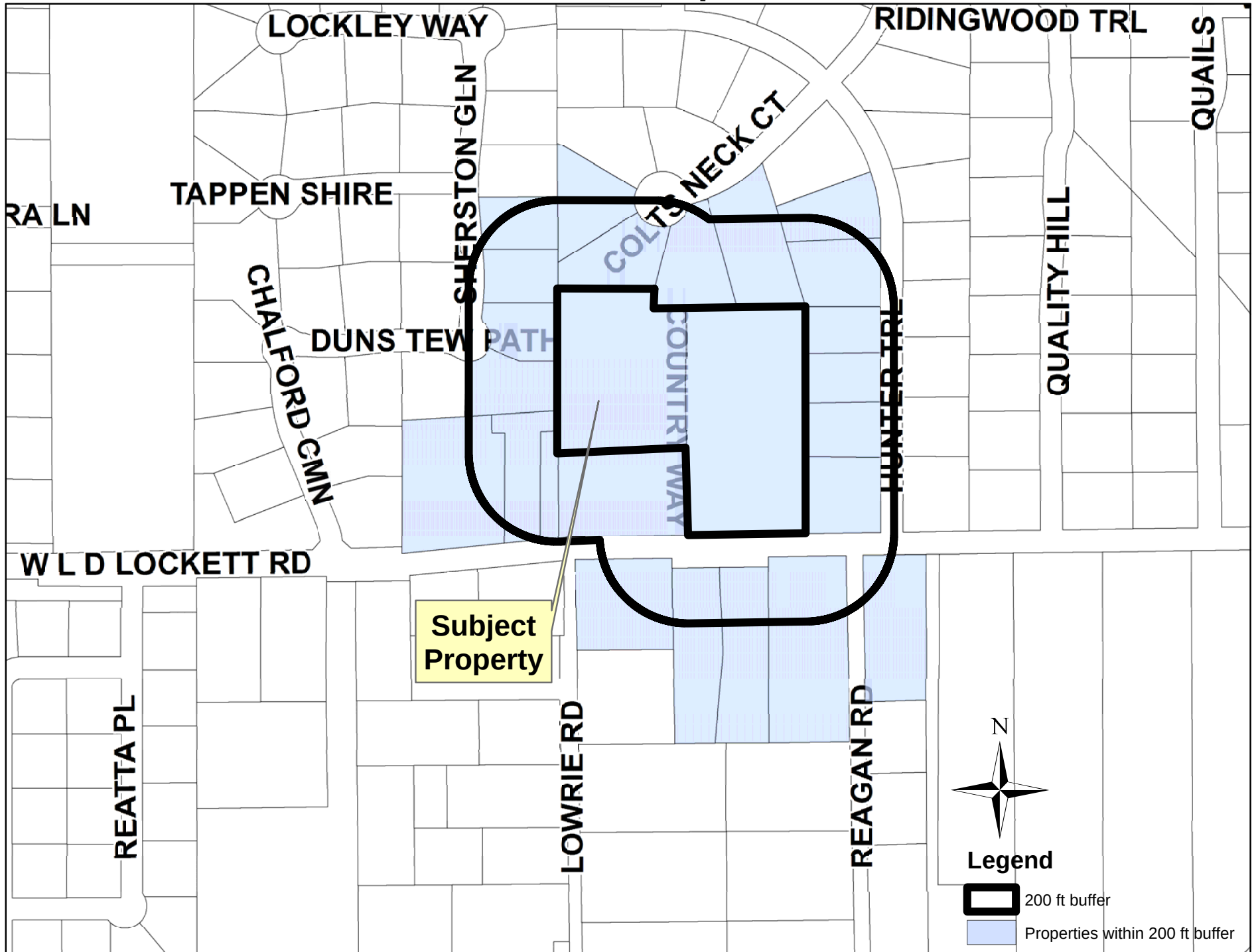
Location and Zoning Map



Aerial



Buffer Map



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
Moore, Sean Etux Brittany	6005 Sherston Gln	Colleyville	Texas	76034	6005 Sherston Glen
Debrei, Johna Etux Joan E	610 Colts Neck Ct	Colleyville	Texas	76034	610 Colts Neck Ct
Carroll, Ronald D Etux Mary K	1 Country Way	Colleyville	Texas	76034	1 Country Way
Parker, Eddy R	708 W Ld Lockett Rd	Colleyville	Texas	76034	708 W L D Lockett Rd
Ashton Dallas Residential Llc	1221 N Interstate 35E # 170	Carrollton	Texas	75006	707 Duns Tew Path
Holmes, Jeane S	6001 Sherston Gln	Colleyville	Texas	76034	6001 Sherston Glen
Ashton Dallas Residential Llc	1221 N Interstate 35E # 170	Carrollton	Texas	75006	6009 Sherston Glen
Parker, Eddy R Sr & Juanita F	708 W Ld Lockett Rd	Colleyville	Texas	76034	702 W L D LOCKETT RD
Parker, Eddy R Sr & Juanita F	708 W Ld Lockett Rd	Colleyville	Texas	76034	710 W L D LOCKETT RD
Saunders, Donald B	613 Colts Neck Ct	Colleyville	Texas	76034	613 Colts Neck Ct
Fawcett, Barry Dr Etux Jo Ann	3 Country Way	Colleyville	Texas	76034	3 Country Way
Parker, Dorothy Lee	PO Box 821314	Fort Worth	Texas	76182	509 W L D Lockett Rd
Tomerlin, Martha Etvir Bob R	2 Country Way	Colleyville	Texas	76034	2 Country Way
Debnam, Robert G Etux Michele	605 Colts Neck Ct	Colleyville	Texas	76034	605 Colts Neck Ct
Rhodes, Steven Etux Jill H	5812 Hunter Trl	Colleyville	Texas	76034	5812 Hunter Tr
Searle, Cheryl W Etvir Russell	5808 Hunter Trl	Colleyville	Texas	76034	5808 Hunter Tr
Beasley, Stephen & Melissa	5816 Hunter Trl	Colleyville	Texas	76034	5816 Hunter Tr
Rowland, Danny W Etux Julia G	5900 Hunter Trl	Colleyville	Texas	76034	5900 Hunter Tr
Bauer, Mark K Etux Tari S	609 Colts Neck Ct	Colleyville	Texas	76034	609 Colts Neck Ct
Wallace, C J Etux Michelle P	5804 Hunter Trl	Colleyville	Texas	76034	5804 Hunter Tr
Barnes, Steven F	501 W Ld Lockett Rd	Colleyville	Texas	76034	501 W L D Lockett Rd
Fleischer, Lawrence Etux Laura	609 W Ld Lockett Rd	Colleyville	Texas	76034	609 W L D Lockett Rd
Nelson, Arnold E Etux Joyce A	5800 Hunter Trl	Colleyville	Texas	76034	5800 Hunter Tr
Graves, Jerry & Dorinda	5604 Reagan Rd	Colleyville	Texas	76034	601 W L D Lockett Rd
Graves, Jerry Etux Dorinda	5604 Reagan Rd	Colleyville	Texas	76034	605 W L D Lockett Rd
Grapevine-Colleyville ISD	3051 Ira E. Woods Avenue	Grapevine	Texas	76051	Courtesy Notice
Oaks and Briarwood HOA	5909 Colt's Neck Drive	Colleyville	Texas	76034	Courtesy Notice
Bryan Holland, Applicant	1203 S. White Chapel Blvd, Suite 250	Southlake	Texas	76092	Applicant

Public hearing notices were mailed
Friday, December 27, 2013 by Taci Wrisley

Letters of Opposition

To whom it may concern,

Sean Moore and Brittany Moore who reside at 6005 Sherston Gln Colleyville Tx, 76034, wish to express our opinion on the re-zoning issue case number PC13-026.

We have two requests of the developer that we feel strongly about and have described with our various neighbors who are involved in this discussion. One of the main reasons we purchased homes here was the excellent line of trees that border our property and your proposed project. They are very old and beautiful and add a lot of value to all of our property. They also provide some privacy, and we would not like to see them removed or reduced in any way. Privacy is the topic of our second request. Due to the elevation change there is a privacy issue for both property owners. It is much worse for the people in your development as we have the high ground. If this situation can be addressed with a high fence or an increased amount of Landscaping then I think that should be included in the development. I think privacy in our backyards adds value and increases the quality of living in Colleyville. We will support this development if these issues are addressed.

Thank you,

Sean and Brittany Moore

Letters of Opposition

January 7, 2014

Community Development Department
City of Colleyville
100 Main Street
Colleyville, TX 76034

RE: Planning and Zoning Commission
Proposed Replat of Lots A1, B1, and B1A, of the The Oaks Addition

I own two properties

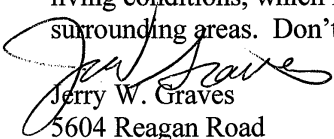
601 W. LD Lockett

605 W. LD Lockett

that are within 200 feet of the proposed rezoning of properties and I am contesting the proposed rezoning that appears to reduce the required lot size in order to build multiple housing units.

I purchased my properties, including my homestead just around the corner from these properties, because of the zoning requirements for these and the surrounding additions requiring that each homestead be 1+ acres. It is also my belief that if the City approves smaller lots in the area, that local property values will decrease significantly as well as decrease the character of the neighborhoods in this area of Colleyville.

One of the beautiful things about Colleyville is the acreage homes sit on that provide spacious living conditions, which is an appealing concept for homeowners not found in most other surrounding areas. Don't sell out the community for just another row of neighborhood houses.



Jerry W. Graves

5604 Reagan Road

Colleyville, TX 76034

Letters of Opposition

January 16, 2014

City of Colleyville
City Council
Mayor David Kelly
100 Main Street
Colleyville, Texas 76034

Re: One, Two, and Three Country Way
Rezoning, Re-platting, New Construction

To All Concerned Parties,

I have requested the City Attorney, Matthew Boyle, to issue a **cease and desist order** concerning the above fore mentioned properties. This City Council approved re-platting at these locations without having all the proper paperwork, land studies, street studies, and water/drainage studies. This was not once brought up by the Planning and Zoning Commission until, we the citizens, came forward with our concerns. The engineering construction plans and drainage study was not addressed until January 13th's P&Z meeting. You were therefore not authorized to approve this matter. The P&Z so ordered Dan Hartman, with the Public Works department to look into this. The P&Z then told us, we the citizens, that we really had no say in this above mentioned as the City Council had already approved the zoning changes. The P&Z took the vote and approved the Re-Platting request. The developer, Bryan Holland also stated these studies have not been done, yet passage was still approved. Where was OUR City Attorney? Where was our City Council?, Where was our P&Z Commission? Certainly not looking out for we the citizens.

I had previously called Taci Wrisley, Planning and Zoning Assistant, to enquire about Zoning Case Number PC13-026. She stated this was our second notification of a public hearing. That statement was also confirmed by the P&Z Chairman, which was totally false. I therefore request Ms. Wrisley be terminated of her duties for giving out misinformation to we the citizen. Several citizens also expressed this was their first notice.

I also am requesting an independent counsel be obtained to review all P&Z approvals concerning new construction within the city limits. Our City Attorney did nothing to reverse and/or suspend the proceedings concerning this location without the proper paperwork. Therefore, his lack of concern for we the citizens at these meetings will be a conflict of interest.

I am also sending a copy of this letter to the State of Texas Attorney General's office and ask for a complete investigation into the City Attorney, City Council, and the Planning and Zoning Commission concerning the above mention properties. A copy will also go

Letters of Opposition

to the Texas Bar Review Board for misconduct on our City Attorney.

The water issues concerning this area have been on going for years. The citizens of Colleyville on the South side of L.D. Lockett have not built the levees in their front yards without a reason, that being the water run-off issues. Once again, I am amazed at the total lack of concern by our City for the citizens versus developers.

The street studies were also brought up, and not one person from the City to the P&Z Commission had a clue about the traffic issues. Therefore, I request this P&Z Commission be decommissioned and a new commission be appointed, as not one of these people had even been out to this location to review the re-platting issues.

I am also sending a copy of this letter to the Department of Justice for possible injustice towards Senior Citizens, as to fore, the flooding issues.

Thank you for your concern in the above mentioned matter. I would certainly hope this matter be resolved before the City Council.



Julia Rowland
5900 Hunter Trail
Colleyville, Tx. 76034

cc: Mayor David Kelly
Mike Taylor, Mayor Pro Tem
Carol Wollin, City Council
Chuck Mogged, City Council
Stan Hall, City Council
Jody Short, City Council
Tom Hart, City Council
Matthew Boyle, City Attorney
Building Inspection Department, City of Colleyville
Planning and Zoning Commission, City of Colleyville
Taci Wrisley, P&Z Assistant, City of Colleyville
U.S. Department of Justice
State of Texas Attorney General Greg Abbott
State Bar of Texas

Letters of Opposition

January 16, 2014

Matthew Boyle
City Attorney
City of Colleyville
100 Main Street
Colleyville, Texas 76034

Re: PC13-026
Location one, Two, and Three Country Way

Sir:

In accordance with the City Codes written to secure the proper zoning requirements for any building within the City limits, I hereby request you issue a cease and desist order concerning the above location.

First, the City Council did not have the authority to issue a ruling as to the zoning/building requirements without having all vital documents, i.e. Easements. storm drainage, street studies.

Second, therefore, the Planning and Zoning Commission, which you were present, should not have approved the rezoning request on January 13, 2014.

The flooding/water drainage problems which occur in this area were only taken up when, we as citizens, came forward. Therefore, you should have at the time the P&Z questioned this matter halted any and all construction. You did not represent we the citizen, but the developer.

Thank you,



Julia Rowland
5900 Hunter Trail
Colleyville, Texas 76034

CC: City of Colleyville Council
Planning and Zoning Commission

Letters of Opposition

Date: 1/13/14 **SPEAKER CARD**

☐ I will speak **In Support** of this item.
☐ I will speak **In Opposition** to this item.
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition

Agenda Item Number: 3c
Name: Stacy Rhodes
Address: 5812 Hunter Trail
City: Colleyville State: Tx Zip Code: 76034
Telephone Number: 817-448-3074 Representing: self
(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed: _____
This information is a Public Record.

Date: 1-13-2014 **SPEAKER CARD**

☐ I will speak **In Support** of this item.
☒ I will speak **In Opposition** to this item.
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition

Agenda Item Number: 3-C
Name: JULIA ROWLAND
Address: 5900 HUNTER TR
City: COLLEYVILLE State: TX Zip Code: 76034
Telephone Number: 8178991653 Representing: SELF
(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, the Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed: _____
This information is a Public Record.

Date: 1/13/14 **SPEAKER CARD**

☐ I will speak **In Support** of this item.
☒ I will speak **In Opposition** to this item.
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition

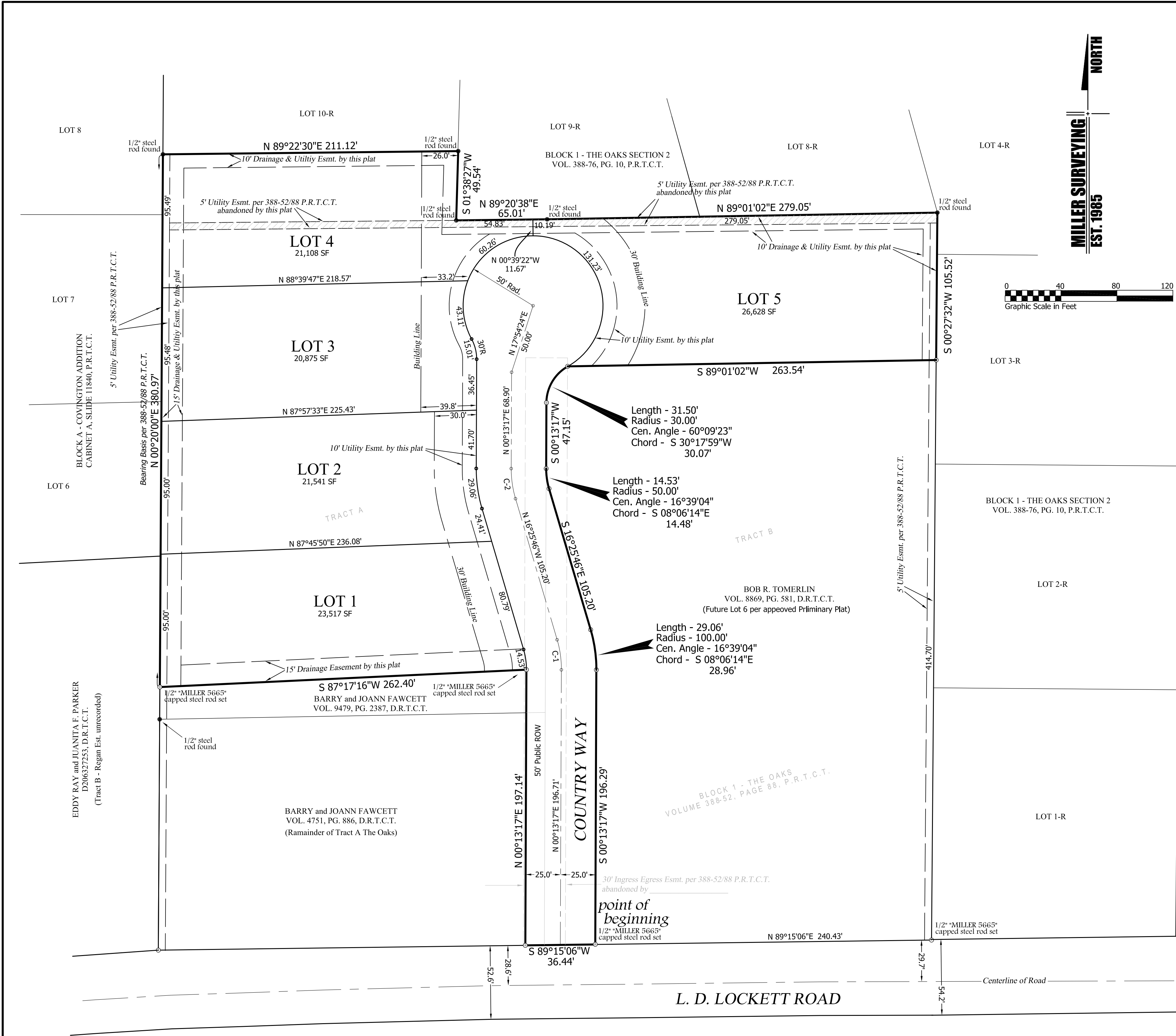
Agenda Item Number: 3-C
Name: Joan Debrei
Address: 610 Colts Neck Court
City: Colleyville State: TX Zip Code: 76034
Telephone Number: 817-788-2717 Representing: self
(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, the Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed: _____
This information is a Public Record.

Final Plat Exhibit



STATE OF TEXAS §
COUNTY OF TARRANT §

OWNER'S DEDICATION AND CERTIFICATE

WHEREAS Greenway Enterprises, Inc. is the owner of Being a tract of land out of J. S. Newton Survey, Abstract No. 1177 and situated in the City of Colleyville, Tarrant County, Texas, and surveyed by Miller Surveying, Inc. of Hurst, Texas in October 2013, said tract being a portion of Tract A and Tract B, Block 1, The Oaks, an addition to the City of Hurst (now located in Colleyville) according to the plat thereof recorded in Volume 388-52, Page 88 in the Plat Records of Tarrant County, Texas and being more particularly described by metes and bounds as follows:

Beginning in the southerly boundary line of said Tract B from which a 1/2 inch "MILLER 5665" capped steel rod set for the southeast corner thereof bears North 89 degrees 15 minutes 06 seconds East at 240.43 feet, said beginning point being in the northerly right-of-way line of L. D. Lockett Road;

Thence South 89 degrees 15 minutes 06 seconds West with the southerly boundary line of said Tract B and with said northerly right-of-way line, passing at 36.44 feet a 1/2 inch steel rod found for the southwest corner of said Tract B and the southeast corner of said Tract A and continuing a total distance of 50.01 feet to a 1/2 inch "MILLER 5665" capped steel rod set;

Thence North 00 degrees 13 minutes 37 seconds East with the easterly boundary line of said Fawcett tract a distance of 197.14 feet to a 1/2 inch "MILLER 5665" capped steel rod set in the northerly boundary line of the same tract of land described in the deed to Barry and Joann Fawcett described in Volume 9479, Page 2387 in said Deed Records;

Thence South 87 degrees 17 minutes 16 seconds West with the northerly boundary line of said Fawcett tract (9479/2387) a distance of 262.40 feet to a 1/2 inch "MILLER 5665" capped steel rod set for the northwest corner thereof, said rod being in the westerly boundary line of aid Tract A;

Thence North 00 degrees 20 minutes 00 seconds East with said westerly boundary line a distance of 380.97 feet to a 1/2 inch steel rod found for the southwest corner of Lot 10-R, Block 1, The Oaks Section 2, an addition to the City of Colleyville, Texas according to the plat thereof recorded in 388-76, Page 10 of said Plat Records;

Thence North 89 degrees 22 minutes 30 seconds East with the southerly boundary line of said Lot 10-R a distance of 211.12 feet to the southeast corner thereof, said rod being in the westerly boundary line of Lot 9-R of said Section 2;

Thence South 01 degrees 38 minutes 27 seconds West with the westerly boundary line of said Lot 9-R a distance of 49.54 feet to a 1/2 inch steel rod found for the southwest corner thereof, said rod being in the northerly boundary line of said Tract A;

Thence North 89 degrees 20 minutes 38 seconds East with the southerly boundary line of said Section 2 and the northerly boundary line of said Tract A a distance of 65.01 feet to a 1/2 inch steel rod found for the northwest corner of said Tract B;

Thence North 89 degrees 01 minutes 02 seconds East continuing with the southerly boundary line of said Section 2 and with the northerly boundary line of said Tract B a distance of 279.05 feet to a 1/2 inch steel rod found for the northeast corner thereof, said rod being an inner corner of said Section 2;

Thence South 00 degrees 27 minutes 32 seconds West with the easterly boundary line of said Tract B and the westerly boundary line of said Section 2 a distance of 105.52 feet to a 1/2 inch "MILLER 5665" capped steel rod set;

Thence South 89 degrees 01 minutes 02 seconds West a distance of 263.54 feet to a 1/2 inch "MILLER 5665" capped steel rod set for the beginning of a curve to the left with a radius of 30.00 feet and whose chord bears South 30 degrees 17 minutes 59 seconds West at 30.07 feet;

Thence southwesterly with said curve through a central angle of 60 degrees 09 minutes 23 seconds and an arc length of 31.50 feet to a 1/2 inch "MILLER 5665" capped steel rod set for the end of said curve;

Thence South 00 degrees 13 minutes 17 seconds West a distance of 47.15 feet to a 1/2 inch "MILLER 5665" capped steel rod set for the beginning of a curve to the left with a radius of 50.00 feet and whose chord bears South 08 degrees 06 minutes 14 seconds East at 14.48 feet;

Thence South 16 degrees 25 minutes 46 seconds East a distance of 105.20 feet to a 1/2 inch "MILLER 5665" capped steel rod set for the beginning of a curve to the right with a radius of 100.00 feet and whose chord bears South 08 degrees 16 minutes 14 seconds East at 28.96 feet;

Thence southerly with said curve through a central angle of 16 degrees 39 minutes 04 seconds and an arc length of 29.06 feet to a 1/2 inch "MILLER 5665" capped steel rod set for the end of said curve;

Thence South 00 degrees 13 minutes 17 seconds West a distance of 196.71 feet to the point of beginning and containing 3.2690 acres of land, more or less

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That Bayley Yandell, Ltd., Barry Fawcett, and Joann Fawcett, owner, do hereby adopt this plat designating the hereinbefore described property as Lots 1 thru 5, Block 1, Country Way Addition, an addition to the City of Colleyville, Tarrant County, Texas, and do hereby dedicate fee simple to the public use forever all streets, rights-of-way, and alleys shown thereon, and do hereby reserve the easements shown on this plat for the mutual use and accommodation of all public utilities desiring to use or using the same. Any public utility shall have the right to remove and keep removed all or part of any buildings, fences, trees, shrubs or other improvements or growths in which any way endanger or interfere with the construction, maintenance or efficiency of its respective systems on any of these easements, and any public utility shall at all times have the right of ingress and egress to and from and upon the said easement for the purpose of constructing, reconstructing, inspecting, and patrolling, without the necessity at any time of procuring the permission of anyone. This plat approved subject to all platting ordinances, rules regulations, and resolutions of the City of Colleyville, Texas.

Witness my hand this ____ day of _____, 20____.

Bryan Holland, Executive Director
Bailey Yandell, Ltd. Barry Fawcett Joann Fawcett

STATE OF TEXAS §
COUNTY OF TARRANT §

Before me, the undersigned, a Notary Public in and for said County and State on this date appeared Bryan Holland, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purpose and considerations therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this ____ day of _____, 20____.

Notary Public for the State of Texas

Before me, the undersigned, a Notary Public in and for said County and State on this date appeared Bryan Holland, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purpose and considerations therein expressed, and in the capacity therein stated.

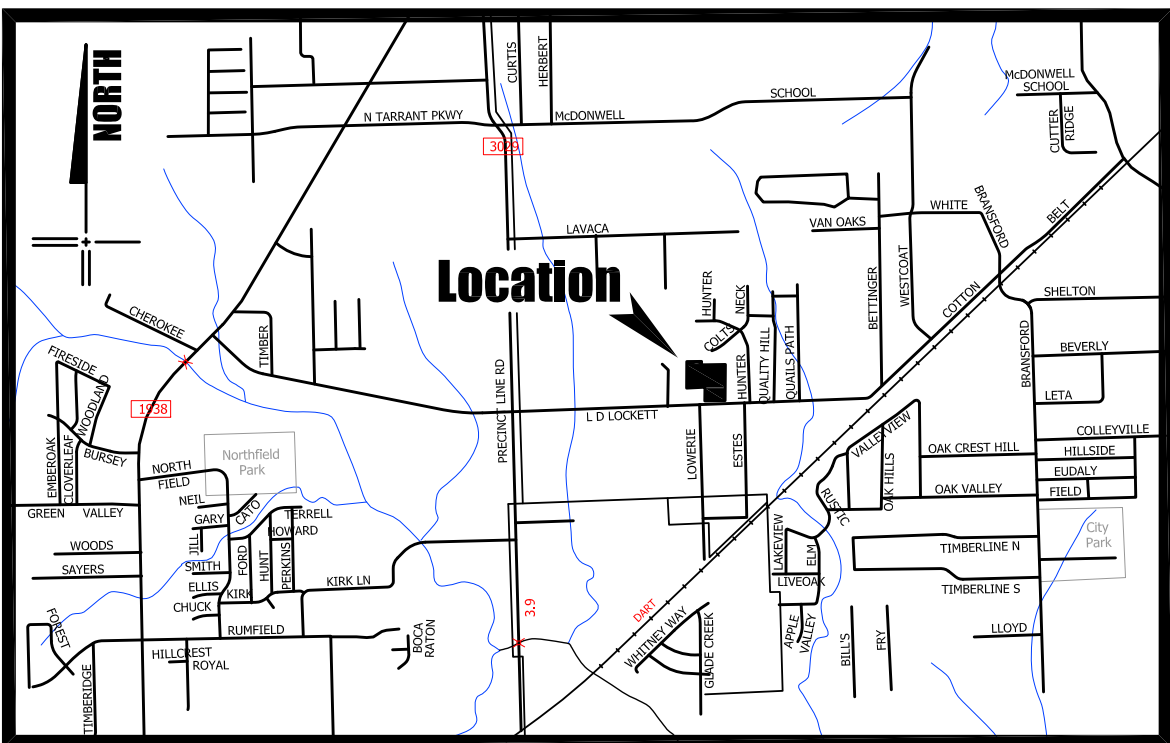
Given under my hand and seal of office this ____ day of _____, 20____.

Notary Public for the State of Texas

Before me, the undersigned, a Notary Public in and for said County and State on this date appeared Bryan Holland, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that she executed the same for the purpose and considerations therein expressed, and in the capacity therein stated.

Given under my hand and seal of office this ____ day of _____, 20____.

Notary Public for the State of Texas



Curve	Length	Radius	Cen. Angle	Chord
C-1	21.80'	75.00'	16°39'04"	N 08°06'14"W 21.72'
C-2	21.80'	75.00'	16°39'04"	N 08°06'14"W 21.72'

PLANNING AND ZONING COMMISSION APPROVAL

WHEREAS The Planning and Zoning Commission of the City of Colleyville, Texas voted affirmatively on this ____ day of _____, 20____, to approve this Plat.

Chairman, Planning and Zoning Commission

Attest: Secretary, Planning and Zoning Commission

CITY COUNCIL APPROVAL

Whereas the City Council of the City of Colleyville, Texas voted affirmatively on this ____ day of _____, 20____, to approve of this Plat.

Mayor, City of Colleyville

Attest: City Secretary

KNOW ALL MEN BY THESE PRESENTS:

That I, Jason B. Rawlings, Registered Professional Land Surveyor No. 5665 licensed in the State of Texas, do hereby certify that this Plat is true and correct and was prepared from an actual survey made under my supervision on the ground. Further, this survey conforms to the general rules of procedures and practices of the most current Professional Land Surveying Practices Act.

Jason B. Rawlings

Date

MILLER
Surveying, Inc.
Residential · Commercial · Municipal
430 Mid Cities Blvd.
Hurst, Texas 76054
817.577.1052 Fax 817.577.0972
www.MillerSurveying-Inc.com



OWNER/APPLICANT:

Bayley Yandell, Ltd.
Bryan Holland, Executive Director
1203 S. White Chapel Blvd., Suite 250
Southlake, Texas 76092
(214) 626-8590

OWNER (Portion of ROW):

Barry & Joann Fawcett
3 Country Way
Colleyville, Texas 76034

Final Plat of
LOTS 1 THRU 5, BLOCK 1
COUNTRY WAY
ADDITION

an addition to the City of Colleyville, Tarrant County, Texas

5 residential lots - 3.2690 acres
Date of Preparation - October 2013

Curve Table						
Curve #	Delta	Length	Radius	Tangent	Chord	Chord Direction
C1	00°16'12"	1.11	50.00	0.554	1.11	N14°08'37"W
C2	01°50'00"	26.18	100.00	13.165	26.11	S07°16'43"E
C3	24°38'32"	216.40	50.00	74.162	82.92	N55°47'26"W
C4	06°35'32"	35.59	30.00	20.226	33.54	S34°12'34"W
C5	01°50'00"	13.09	50.00	6.583	13.05	N07°16'43"E
C6	01°50'00"	26.18	100.00	13.165	26.11	N07°16'43"W



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civil engineering • planning

TBPE NO. F-12452

RESOLUTION R-14-3716

**A RESOLUTION APPROVING A FINAL PLAT FOR
COUNTRY WAY ADDITION**

WHEREAS, the Planning and Zoning Commission recommended approval of the final plat for Country Way Addition on January 13, 2014.

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

Sec. 1. THAT the final plat for Country Way Addition, attached as Exhibit "A", is hereby approved subject to the following conditions:

- a. A waiver to the minimum lot width requirement is hereby approved for Lots 1, 2 and 3, Block A, provided the minimum lot width is not less than 95 feet.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7b

Agenda Date 02/04/2014

Number Resolution R-14-3717

Type Resolution

Department Public Works

Title

Approval to adopt a new sidewalk policy and rescind the Supplemental Sidewalk System Map

Explanation

Reading and Public Hearing

On November 12, 2013, a joint worksession was held with the City Council and the Colleyville Sidewalks Committee. The purpose of the worksession was to discuss the philosophy and existing policies and procedures for sidewalk construction, as it relates to new development and redevelopment. During the worksession, staff also reviewed and presented the current sidewalk policy and provided an opportunity for the City Council and the Colleyville Sidewalks Committee to provide direction with regard to how sidewalks and/or trails should be addressed. The presentation included a brief summary of the history and origination of current policies and regulations.

The presentation and discussion then progressed to the concept of a "Walkable Community." The discussion revolved around the meaning of that term and what it specifically means in Colleyville. Several different scenarios were presented and discussion ensued about how those scenarios should be handled in regard to the construction of sidewalks. Staff was given the direction that Colleyville wanted a walkable community, a sidewalk policy that was transparent, equitable for all parties, allowed for staff consideration of escrow based on connectivity, constructability, and cost, and is consistently applied.

Staff worked to develop a proposed sidewalk policy and procedure that follows the direction provided during the worksession. The proposed policy statement was presented to the Colleyville Sidewalks Committee on December 10, 2013. At the request of the Colleyville Sidewalks Committee, the proposed sidewalk policy and procedure was presented to City Council on January 7, 2014, with the committee's recommendation for adoption by the City Council.

The attached proposed Resolution R-14-3717 will formalize the new sidewalk policy and rescind the attached Supplemental Sidewalk System Map.

Financial Impact

There is no financial impact to the City. Escrowed funds that are generated as a result of this policy will be used to construct sidewalks within the respective neighborhood

district.

Recommendation

Approve

Attachments

1. Supplemental Sidewalk System Map - November 2008
2. Resolution R-14-3717

Supplemental Sidewalk System Map

November 2008



Legend

- Required Sidewalk (Between 4' & 6' in Width)
- Existing and Proposed Trails (Between 8' & 12' in Width)
- Cottonbelt Trail (10' Walk connect Grapevine and Hurst)
- Private Walking Paths (May be any size)
- Sidewalks NOT Required
- Easement Option for Sidewalk
- ★ Municipal Locations
- 🏡 Parks
- 🎓 Schools
- 💧 Water Features
- City Limit
- Railroad

0 1,000 2,000 4,000 6,000 8,000 Feet

City
of
Colleyville

Geographic Information Systems

RESOLUTION R-14-3717

A RESOLUTION ADOPTING A NEW SIDEWALK POLICY FOR THE CITY OF COLLEYVILLE AND RESCINDING THE SUPPLEMENTAL SIDEWALK SYSTEM MAP

WHEREAS, it is the desire of the citizens of Colleyville to have a walkable community; and

WHEREAS, sidewalks and trails are an inherent part of a walkable community; and

WHEREAS, sidewalks are to be constructed in conjunction with any new development, both residential and non-residential; and

WHEREAS, circumstances may exist wherein it is not practical to construct a sidewalk; and

WHEREAS, when such circumstances exist, the applicant may be afforded the opportunity to escrow funds in an amount sufficient to pay for the construction of a sidewalk at some future date; and

WHEREAS, the criteria for determining whether or not funds may be escrowed shall be the criteria set forth in Resolution R-12-3464, specifically:

- a. Connectivity where gaps exist within neighborhoods and to destinations (businesses, schools, City parks, trailheads, etc.); and
- b. Constructability (not where future improvements would result in sidewalks having to be reconstructed); and
- c. Cost; and

WHEREAS, issuance of a building permit is contingent on the written commitment of the applicant to construct a sidewalk or pay the required escrow amount.

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

Sec. 1. THAT this resolution shall be the official sidewalk policy for the City of Colleyville.

Sec. 2. THAT the Supplemental Sidewalk System Map, dated November 2008, is no longer used as the basis for determining where sidewalks will be constructed.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7c

Agenda Date 02/04/2014

Number Resolution R-14-3718

Type Resolution

Department Finance

Title

Approval of a resolution accepting the annual audit for Fiscal Year ended September 30, 2013

Explanation

Reading and Public Hearing

On Tuesday, January 21, 2014, the Audit Committee met with John Manning, the audit engagement partner with the City's audit firm, Pattillo, Brown and Hill, L.L.P., to review the results of the annual audit for Fiscal Year ended September 30, 2013 and the Statement on Auditing Standards 114 audit management letter. The City received an unmodified audit opinion (Independent Auditor's Report), which is the most favorable audit opinion an entity can receive. John Manning will be present to give a brief presentation regarding the annual audit.

The Comprehensive Annual Financial Report (CAFR) for Fiscal Year ended September 30, 2013 is attached. A public copy of the CAFR is also available for review in the Finance Department, Office of the City Secretary, and Colleyville Public Library. The CAFR will also be available for review on the City's web site in the Public Documents section after acceptance by the City Council.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Comprehensive Annual Financial Report - Fiscal Year Ended September 30, 2013
2. Resolution R-14-3718

**CITY OF
COLLEYVILLE, TEXAS**

COMPREHENSIVE ANNUAL FINANCIAL REPORT

YEAR ENDED SEPTEMBER 30, 2013

Prepared by
Finance Department

Terry Leake
Assistant City Manager/Chief Financial Officer

Karen Hines
Finance Manager

CITY OF COLLEYVILLE, TEXAS

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CITY OF COLLEYVILLE, TEXAS

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CITY OF COLLEYVILLE, TEXAS

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CITY OF COLLEYVILLE, TEXAS

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INTRODUCTORY SECTION

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Integrity ★ Service ★ Innovation

February 4, 2014

To the Citizens of the City of Colleyville:

The Comprehensive Annual Financial Report of the City of Colleyville (the "City") for the fiscal year ended September 30, 2013, is hereby submitted. Responsibility for both the accuracy of the data, and completeness and fairness of the presentation, including all disclosures, rests with the City. To the best of our knowledge and belief, the enclosed data are accurate in all material respects and are reported in a manner designed to present fairly the financial position, results of operations and cash flows of the various funds of the City. All disclosures necessary to enable the reader to gain an understanding of the City's financial activities have been included.

In developing and evaluating the City's accounting system, consideration is given to the adequacy of internal accounting controls. These controls are designed to provide reasonable, but not absolute, assurance regarding the safeguarding of assets against loss from unauthorized use or disposition, and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived, and the evaluation of costs and benefits requires estimates and judgments by management. We believe that the City's current system of internal controls adequately safeguards assets and provides reasonable assurance of proper recording of financial transactions.

As required by the City's charter, the financial statements have been audited by Pattillo, Brown & Hill, L.L.P., a firm of certified public accountants. The goal of the independent audit was to provide reasonable assurances that the financial statements of the City of Colleyville for the fiscal year ended September 30, 2013, are free of material misstatement. The independent audit involved examining on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unqualified opinion that the City of Colleyville's financial statements for fiscal year ended September 30, 2013, are presented in conformity with generally accepted accounting principles (GAAP).

As required by GAAP, management provides a narrative introduction, overview and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the independent auditors report.

PROFILE OF THE GOVERNMENT

On January 10, 1956, the City of Colleyville was incorporated and adopted a home-rule charter on January 15, 1977. It has a Council-Manager form of government with policy making and legislative authority vested in a governing body consisting of a Mayor and six Council members. The Mayor and Council are responsible for passing ordinances, adopting the budget, appointing board and committee members, and hiring the City Manager. The City Manager is responsible for carrying out the policies and ordinances of the Mayor and Council, overseeing the day-to-day operations of the City, and appointing department heads. The Mayor and six Council members are elected on an at large, non-partisan basis for three year terms. The three year terms are staggered so that the Mayor and City Council persons from Place 1 and 2 are elected in year one, City Council persons from Places 3 and 4 are elected in year two, and City Council persons from Places 5 and 6 are elected in year three.

The City provides a full range of municipal services. These services include police and fire protection, municipal court, streets, drainage utility, leisure services (parks and recreation, Colleyville Center and library), water and sewer, engineering/community development, and general administrative services. Based upon the criterion set forth in generally accepted accounting principles, the following organizations are includable within the City's reporting entity:

<u>Entity</u>	<u>Method of Inclusion</u>
Colleyville Economic Development Corporation (CEDC)	Blended
Colleyville Crime Control and Prevention District	Blended
Colleyville Tax Investment Financing Reinvestment Zone Zone Number One (TIF)	Discretely Presented

The City Charter of the City of Colleyville establishes the fiscal year as October 1 through September 30. The Charter requires the City Manager to submit a proposed budget and accompanying budget message to the City Council each year and the proposed budget is presented to the City Council at a budget work session. After public hearings at two consecutive regular City Council meetings, the Council may adopt the proposed budget, with or without amendment. The budget ordinance is to be adopted no later than the 30th day of September and requires an affirmative vote of a majority of the Council. The City maintains budgetary control by adopting an annual operating budget for the General Fund, Debt Service Fund, Drainage Utility Fund, and Water and Sewer Enterprise Fund. Detail control is maintained at the line item level by encumbering available funds at the time a purchase order is written. Encumbrances lapse at fiscal year end, but can be re-appropriated through a budget amendment during the following fiscal year. The City Manager is authorized to transfer budgeted amounts between departments within any fund. However, any revisions that alter the total expenditures of any fund must be approved by the City Council.

LOCAL ECONOMY

The City of Colleyville is a residential-oriented community located 11 miles northeast of the City of Fort Worth, 22 miles northwest of Dallas and 5 miles west of Dallas/Fort Worth International Airport in Northeast Tarrant County. Relocations of residents to the City continued in fiscal year 2013, as did commercial development. During the fiscal year, the City issued 103 residential building permits and the average square footage of a residence was almost five thousand square feet.

In October 2012, Colleyville joined with the bordering City of Keller to form the first joint Municipal Court in the State of Texas under recently enacted legislation, which brings financial savings to both cities. Major transportation projects will be the completion of Phase I of State Highway 26 / Colleyville Boulevard and the roundabout at the Jackson Road and Cheek Sparger Road intersection.

The final design for the Jackson Road and Cheek-Sparger Road intersection was completed, which will also be constructed as a roundabout.

For the Future. In Fiscal Year 2014, Whole Foods will open in an existing shopping center which will bring additional sales tax and new tenants to Colleyville. Major transportation projects will be the construction of the roundabout at the Jackson Road and Cheek-Sparger Road intersection and improvements to Pleasant Run Road including a trail segment from Mission Lane to Bogart Drive. There is also an update to the comprehensive master plan that will include preparation of a common vision and goals, future land uses, downtown revitalization, transportation, corridor recommendations for Colleyville Boulevard, coordination with ongoing utility infrastructure planning, retail opportunities and economic development, and the development of future land use recommendations.

LONG TERM FINANCIAL PLANNING

In Fiscal Year 2005, the City Council adopted a Fund Balance Policy requiring a ninety day reserve for fund balance in both the General Fund and the Utility Fund. In Fiscal Year 2011, the policy was updated to reflect the designations of non-spendable, restricted, committed, assigned and unassigned as required by GASB 54. At the end of Fiscal Year 2013, both the General Fund and the Utility Fund have a fund balance in excess of the required ninety day reserve. Amount in excess of the reserve may be used to fund one-time capital expenditures.

In Fiscal Year 2010, the City Council adopted a strategic plan, which incorporated strategic points to achieve the City's vision. In August 2012, Council affirmed and slightly modified the strategic points to the following:

- Make a long-term commitment to economic development and promote a more diversified tax base
- Fostering excellence in core service delivery
- Protect and preserve Colleyville's neighborhoods
- Deliver sustainable government
- Brand Colleyville with a unique identity

In the area of sustainable government, a long-term Information Systems Management Strategic Plan was adopted as was the Parks and Recreation Master Plan. These two plans, which were adopted in Fiscal Year 2011 and Fiscal Year 2012, respectively, identify annual improvements over the next five years and accompanied by funding sources. In the Fiscal Year 2011 budget, a transition was made to performance based budgeting, with links to specific performance indicators to measure the efficiency and effectiveness of service delivery. There is an annual update to the six-year General Fund budget forecast that is presented to City Council as a part of the budget process.

As a part of the Fiscal Year 2008 budget process, the Mayor and Council and City Staff embarked upon developing a multi-year streets capital improvements program, with input from an appointed citizen committee that reviewed street infrastructure needs and financing opportunities. In Fiscal Year 2013, there was an update to this plan and it was expanded to include water, wastewater, drainage, trails, and

sidewalks. The recommendations were incorporated into an infrastructure program that was approved by Council as a part of the Fiscal Year 2014 budget process.

AWARDS AND ACKNOWLEDGEMENTS

Awards. The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Colleyville for its comprehensive annual financial report for the fiscal year ended September 30, 2012. This was the twenty third consecutive year that the City has received this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to GFOA to determine its eligibility for another certificate.

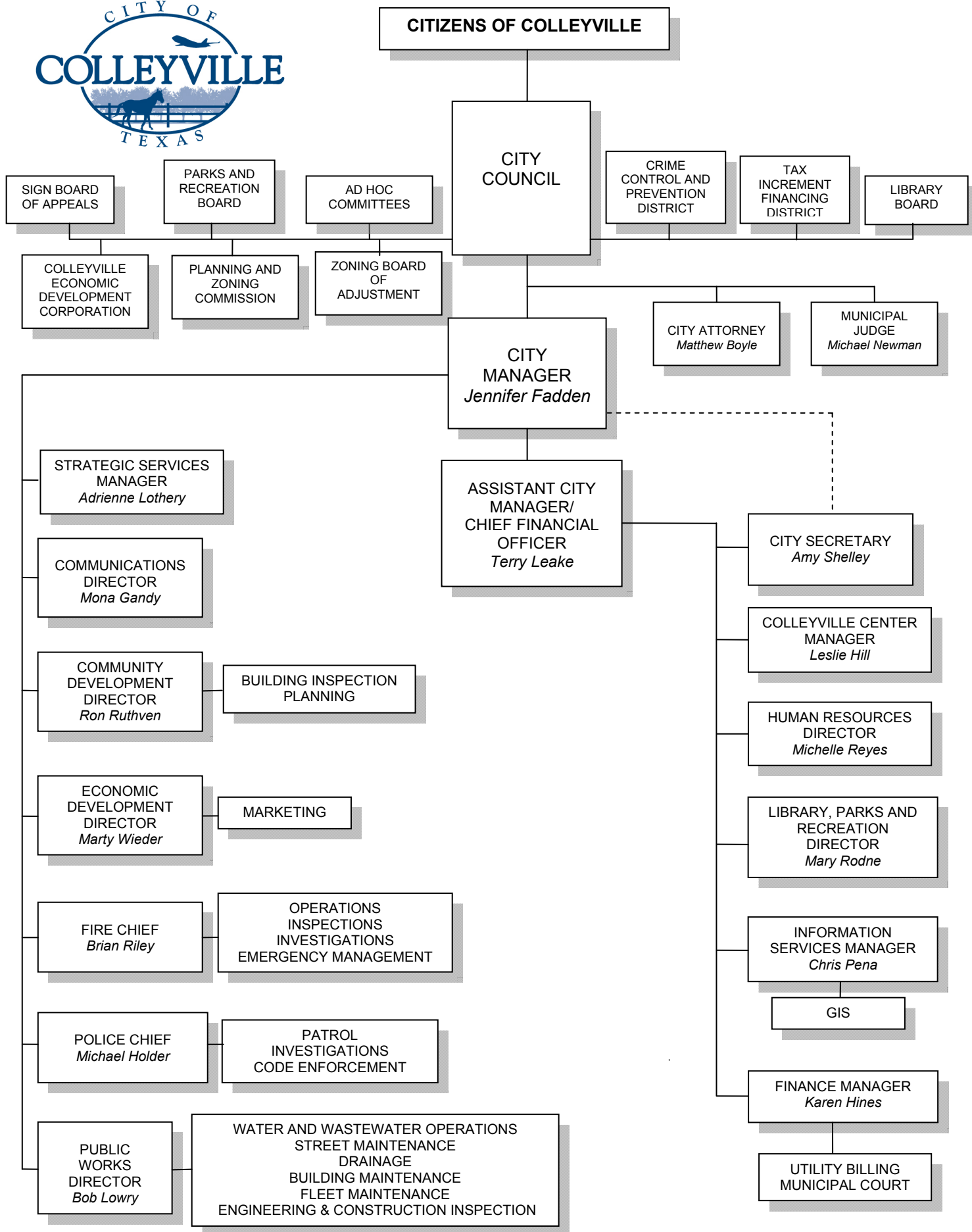
In addition, the City also received the GFOA's Distinguished Budget Presentation award for its annual budget dated October 1, 2012. In order to qualify for this award, the City's budget document was judged to be proficient in several categories, including as a policy document, a financial plan, an operations guide, and a communications device.

Acknowledgements. The preparation of this report could not be accomplished on a timely basis without the dedicated endeavors of the entire staff of the Finance Department. We would like to express our sincere appreciation to all employees who contributed to the preparation. Additionally, we would also like to thank the Mayor, City Council, and City Manager for their support in planning and conducting the financial operations of the City in a responsible and progressive manner.

Respectfully submitted,

Terry Leake
Assistant City Manager/Chief Financial Officer

Karen Hines
Finance Manager





Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Colleyville
Texas**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

September 30, 2012



Executive Director/CEO

CITY OF COLLEYVILLE, TEXAS

**HOME RULE, COUNCIL – MANAGER
FORM OF GOVERNMENT**

CITY OFFICIALS

YEAR ENDED SEPTEMBER 30, 2013

David Kelly
Mayor

Carol Wollin
Councilmember, Place 1

Chuck Mogged
Councilmember, Place 2

Stan Hall
Councilmember, Place 3

Jody Short
Councilmember, Place 4

Tom Hart
Councilmember, Place 5

Mike Taylor
Mayor Pro Tem and
Councilmember, Place 6

Jennifer Fadden
City Manager

Terry Leake
Assistant City Manager/Chief Financial Officer

Karen Hines
Finance Manager

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FINANCIAL SECTION

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INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and
Members of the City Council
City of Colleyville, Texas

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of City of Colleyville, Texas, as of and for the year ended September 30, 2013, and the related notes to the financial statements, which collectively comprise the City of Colleyville, Texas' basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Colleyville, Texas, as of September 30, 2013, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 19-27 and the Schedule of Funding Progress for the Texas Municipal Retirement System on page 71 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Colleyville, Texas' basic financial statements. The introductory section, combining and individual nonmajor fund financial statements and schedules, and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and schedules are fairly stated in all material respects in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 30, 2014, on our consideration of the City of Colleyville, Texas' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering City of Colleyville, Texas' internal control over financial reporting and compliance.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
January 30, 2014

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MANAGEMENT'S DISCUSSION AND ANALYSIS

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Management's Discussion and Analysis

As management of the City of Colleyville, we offer readers of the City's financial statement this narrative overview and analysis of the financial activities of the City for the fiscal year ended September 30, 2013. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found on pages 3 – 6 of this report.

FINANCIAL HIGHLIGHTS

- The assets of the City of Colleyville exceeded its liabilities as of September 30, 2013, by \$169,183,942 (net position). Of this amount, \$32,383,344 (unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors in accordance with the City's fund designation and fiscal policies.
- The City's total net position increased by \$2,869,841.
- As of the close of the current fiscal year, the City of Colleyville's governmental funds reported combined ending fund balances of \$32,180,612. Of this amount, \$11,001,741 is unassigned fund balance available for use within the City's fund designation and fiscal policies.
- As of September 30, 2013, unreserved, unassigned fund balance for the General Fund was \$11,006,716 or 57.6% of the total General Fund budgeted expenditures and other financing uses.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide financial statements – The government-wide financial statements, which begin on page 30 of this report, are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the fiscal year. All changes in net position are reported when the underlying event giving rise to the change occurs, regardless of the timing of related cash flows.

Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in the future fiscal periods (e.g., uncollected taxes and earned but unused compensated absences). Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include General Government, Community Development and Engineering, Fire and Rescue, Leisure Services, Maintenance, Municipal Court, Police, and Streets and Drainage. The business-type activities of the City include Water and Wastewater, and Drainage Utility.

Fund financial statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All funds of the City can be divided into two categories – governmental funds and proprietary funds.

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on current sources and uses of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental funds balance sheet and the governmental fund statements of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

Beginning on page 34 of this report, information is presented separately in the Governmental Fund Balance Sheet and in the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances for the General Fund, which is considered to be a major fund. Data from the other governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

Proprietary Funds – The City maintains one type of proprietary fund. Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses Enterprise Funds to account for the Water and Wastewater and Drainage Utility Funds.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The basic proprietary fund financial statements which begin on page 40 of this report provide separate information for the Water and Wastewater and Drainage Utility Enterprise Funds since these are considered to be major funds of the City.

Notes to the Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 45 – 68 of this report.

Other Information – In addition to the basic financial statements and accompanying notes, this report also presents combining fund statements and schedules that further support the information in the financial statements. The combining fund statements and schedules for nonmajor funds are presented immediately following the notes to the financial statements beginning on page 74 of this report.

GOVERNMENTAL-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of government's financial position. In the case of the City of Colleyville, assets exceeded liabilities by \$169,183,942 as of September 30, 2013.

The largest portion of the City's net position (\$123,684,195) reflects its investments in capital assets (e.g., land, building, equipment, improvements, construction in progress and infrastructure), less any outstanding debt used to acquire those assets. The City uses these capital assets to provide service to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

CITY OF COLLEYVILLE'S NET POSITION

	Governmental Activities		Business-type Activities		Totals	
	2013	2012	2013	2012	2013	2012
Current and other assets	\$ 34,107,679	\$ 34,369,593	\$ 15,392,384	\$ 14,059,010	\$ 49,500,063	\$ 48,428,603
Capital assets	101,978,118	102,809,761	42,436,223	42,530,273	144,414,341	145,340,034
Total assets	136,085,797	137,179,354	57,828,607	56,589,283	193,914,404	193,768,637
Other liabilities	3,413,370	3,616,684	2,600,746	2,628,997	6,014,116	6,245,681
Long-term liabilities	16,461,152	17,976,515	2,255,194	3,232,340	18,716,346	21,208,855
Total liabilities	19,874,522	21,593,199	4,855,940	5,861,337	24,730,462	27,454,536
Net position:						
Net investment in						
capital assets	84,414,252	83,211,988	39,269,943	38,395,708	123,684,195	121,607,696
Restricted	13,116,403	12,814,448	-	-	13,116,403	12,814,448
Unrestricted	18,680,620	19,559,719	13,702,724	12,332,238	32,383,344	31,891,957
Total net position	\$ 116,211,275	\$ 115,586,155	\$ 52,972,667	\$ 50,727,946	\$ 169,183,942	\$ 166,314,101

A portion of the City's net position (\$13,116,403) represents resources that are subject to external restriction on how they may be used. The remaining balance (\$32,383,344) of unrestricted net position may be used to meet the City's ongoing obligation to citizens and creditors in accordance with the City's fund designation and fiscal policies.

As of September 30, 2013, the City has positive balances in all three categories of net position, both for the City as a whole, as well as for its governmental and business-type activities separately. The increase of \$625,120 in net position relating to governmental activities is primarily due to an increase in sales tax. The increase in net position of business type activities is related to water sales occurring as a tiered rate structure was implemented in December 2012 whereby customers who have monthly use greater than 20,000 gallons pay higher rates in increasing tiers.

Analysis of the City's Operations – The following table provides a summary of the City's operations for the year ended September 30, 2013. Governmental activities increased the City of Colleyville's net position by \$625,120, accounting for all of the total growth in net position. Business-type activities contributed an increase to the City's net position of \$2,244,721.

CITY OF COLLEYVILLE'S CHANGES IN NET POSITION

	Governmental Activities		Business-type Activities		Totals	
	2013	2012	2013	2012	2013	2012
Revenues:						
Program revenues:						
Charges for services	\$ 3,410,235	\$ 3,466,371	\$ 15,590,354	\$ 14,952,923	\$ 19,000,589	\$ 18,419,294
Operating grants and contributions	468,361	490,069	-	-	468,361	490,069
Capital grants and contributions	1,158,050	381,308	876,660	169,464	2,034,710	550,772
General revenues:						
Ad valorem taxes	12,497,692	12,414,457	-	-	12,497,692	12,414,457
Sales taxes	5,902,557	5,495,730	-	-	5,902,557	5,495,730
Franchise taxes	2,074,731	2,207,463	-	-	2,074,731	2,207,463
Other taxes	68,592	65,808	-	-	68,592	65,808
Investment earnings	77,269	108,192	38,987	4,084	116,256	112,276
Miscellaneous	85,562	74,041	-	-	85,562	74,041
Gain on sale of capital assets	-	147,969	103,437	-	103,437	147,969
Total revenues	<u>25,743,049</u>	<u>24,851,408</u>	<u>16,609,438</u>	<u>15,126,471</u>	<u>42,352,487</u>	<u>39,977,879</u>
Expenses:						
General government	4,075,001	3,125,214	-	-	4,075,001	3,125,214
Community development and engineering	1,429,755	1,397,839	-	-	1,429,755	1,397,839
Fire and rescue	4,529,225	4,321,929	-	-	4,529,225	4,321,929
Leisure services	4,106,822	4,124,619	-	-	4,106,822	4,124,619
Maintenance	494,545	400,306	-	-	494,545	400,306
Municipal court	586,709	319,445	-	-	586,709	319,445
Police	4,961,444	4,579,570	-	-	4,961,444	4,579,570
Streets and drainage	5,322,510	3,073,530	-	-	5,322,510	3,073,530
Water and wastewater	-	-	12,544,530	12,258,587	12,544,530	12,258,587
Drainage	-	-	707,647	723,994	707,647	723,994
Interest on long-term debt	724,458	780,028	-	-	724,458	780,028
Total expenses	<u>26,230,469</u>	<u>22,122,480</u>	<u>13,252,177</u>	<u>12,982,581</u>	<u>39,482,646</u>	<u>35,105,061</u>
Increases in net position before transfers	(487,420)	2,728,928	3,357,261	2,143,890	2,869,841	4,872,818
Transfers	<u>1,112,540</u>	<u>1,081,868</u>	<u>(1,112,540)</u>	<u>(1,081,868)</u>	<u>-</u>	<u>-</u>
Change in net position	625,120	3,810,796	2,244,721	1,062,022	2,869,841	4,872,818
Net position, beginning	<u>115,586,155</u>	<u>111,775,359</u>	<u>50,727,946</u>	<u>49,665,924</u>	<u>166,314,101</u>	<u>161,441,283</u>
Net position, ending	<u>\$ 116,211,275</u>	<u>\$ 115,586,155</u>	<u>\$ 52,972,667</u>	<u>\$ 50,727,946</u>	<u>\$ 169,183,942</u>	<u>\$ 166,314,101</u>

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

Governmental funds – The focus of the City of Colleyville's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the City of Colleyville's governmental funds reported combined ending fund balances of \$32,180,612. Approximately 34% of this total amount (\$11,001,741) constitutes unassigned fund balance. The remainder of the fund balance (\$21,178,871) is reserved to indicate that it is not available for new spending because it has already been committed to pay for encumbrances or debt service or to provide for other items. Refer to page 34 of this report for a more detailed presentation of governmental fund balances.

In the General Fund, the City's original budgeted expenditures exceeded revenues by \$(1,108,933), due to a planned utilization of \$1,000,000 surplus fund balance in the adopted Fiscal Year 2013 General Fund budget for the over \$1.4 million increase in the street rehabilitation budget, and the payment of economic development agreements from sales tax proceeds received in prior years. There was no budget amendment in Fiscal Year 2013, however was City Council approved authorization to provide for a transfer of unspent street maintenance funds at the end of the fiscal year and the difference in total revenues and expenditures of the General Fund to the Capital Projects Fund (\$2,158,573) for use in future CIP street rehabilitation projects. This transfer was funded by additional revenues and expense reductions; the final budgeted decrease in the fund balance of the General Fund remained unchanged (\$1,108,933). The actual decrease to fund balance for the General Fund was (\$886,814) for the Fiscal Year 2013, primarily due to greater than anticipated revenues from sales taxes, ambulance revenues, building permits and reductions to overall departmental expenditures, which was \$222,119 less than the adopted utilization of surplus fund balance. The aforementioned year end transfer to the Capital Projects Fund resulted in a net increase of \$240,378 to the fund balance, and will be used for future street capital projects. Additionally, there was a utilization of \$450,000 of surplus fund balance in the adopted Fiscal Year 2013 Debt Service budget for the first year lease payment on the radio tower and equipment due to the current level of existing fund balance and declining future debt obligations. The actual decrease to fund balance for the Debt Service Fund was (\$307,789) due to greater than anticipated property tax collections.

Proprietary funds – The City's proprietary fund statements beginning on page 40 of this report provide the same type of information found in the government-wide financial statements, but in more detail.

Unrestricted net position of the respective major proprietary funds are Water and Wastewater (\$12,298,547), and Drainage Utility (\$1,404,177). The Water and Wastewater fund experienced an increase in total net position of \$2,025,575 during Fiscal Year 2013 due to revenue from the implementation of tiered water rates. There is a 60% differential from the lowest tier to the highest tier. Also, there was an increase in water sales caused by the extreme drought and summer weather conditions. The Drainage Utility fund's net position increased by \$219,146, due to increased service charge revenue and reductions to expenditures.

Governmental Activities – There was an increase in revenues comes from the sales tax due to improving economic conditions and the capital grants category from increased developer contributions and impact fees stemming from new development in Colleyville in FY 2013. There was a slight decrease in license and permit revenues due to a decrease of 52 residential building permits from FY 2012. The property tax base increased approximately \$38 million, due to the new residential and commercial construction, and the current year tax collection rate was over 99.37% of the levy.

Additionally, there was the addition of one police officer and two firefighters and the elimination of a building clerk position. The City's computer and communications infrastructure were upgraded by the city-wide replacement of the phone system and the centralized virtual environment in a computer data center. There was additional funding of \$1.4 million in the Street department for the street overlay budget, which will overlay approximately five miles of city streets. Also, major capital equipment to be used by the Public Works department was acquired, and replacement of audio-video equipment throughout the City occurred.

Business-type Activities – The City has two enterprise operations, the Water and Wastewater Fund and the Drainage Utility Fund. Total operating revenues of the Water and Sewer fund were \$14,661,491 for the fiscal year. Water revenues increased due to the implementation of tiered water rates whereby higher water rates are paid by customers with higher volume consumption. Wastewater revenues increased due to a rate increase in December 2012, which passed through a rate increase from the Trinity River Authority, the City's provider of treated water and wastewater sales increased primarily due to higher residential usage during the winter usage period, which sets residential wastewater charges due to the frequency of irrigation that occurs during the summer months. The coverage ratio for debt for this fund was 3.85 for the fiscal year, exclusive of transfers. The slight increase in the Drainage Utility Fund's revenues was due to new residential and commercial construction.

Increases in the Water and Wastewater Fund expenses relate to the increase in cost of purchased water and treatment of wastewater from Trinity River Authority. The Authority's rate increase relates to higher cost for electricity, debt issuance for plant expansion and rehabilitation of aging infrastructure, replacement of system-wide aging infrastructure and compliance with federal water and wastewater mandates.

General Fund Budgetary Highlights – The City made no revisions to the original appropriations approved by the City Council. However, there was a City Council adopted authorization to transfer unspent street resurfacing appropriations to the Capital Projects fund and the difference between total revenues and expenses for future street capital projects (\$2,158,573). This transfer was funded primarily by the receipt of higher than anticipated sales tax, permit revenues, Colleyville Center rental revenues and ambulance revenues, and lower than anticipated expenditures. This accounted for the variance in transfers out from the adopted budget.

There was a \$1,280 one-time lump sum salary payment to employees included in the Fiscal Year 2013 budget, funded in part from the cost decrease in health insurance premiums. Additionally, there was the addition of one police officer, two positions in the Municipal Court due to the regionalization of Municipal Court with the bordering City of Keller, addition of a Systems Administrator in the Information Systems Management Department. The level of funding for street maintenance and rehabilitation was increased from \$1 million to over \$2.4 million to address needs on the City's streets. There was also the lease purchase acquisition of an ambulance that is contained in capital outlay (\$209,425) which was offset by the proceeds from capital lease and accounts for the majority of the variance in capital outlay. The aforementioned acquisition of audio visual equipment for amounts that were less than the City's capital asset threshold of over \$5,000 resulted in the variance of \$49,666 in the General Government category, as the original budget amounts were contained in the Capital Outlay category.

The General Fund's overall budgeted revenue increased by \$1,973,342. Major increases were in property taxes due to the declining allocation of the rate to repayment of debt and an increase in sales tax revenue due to improving economic conditions. Also, revenue increases were derived from the increase in the transfer from the Utility Fund for the administrative and franchise that is based upon prior year's operating revenues due to the extreme drought condition in Fiscal Year 2012. Also included is the \$1,000,000 drawdown of General Fund balance, which funded the increase in the street overlay budget.

Refer to the General Fund Statement of Revenue, Expenditures and Changes in Fund Balances – Budget and Actual on page 39 of this report for a detailed presentation of the actual General Fund operations compared to both the original and final budget for fiscal year 2013.

CAPITAL ASSETS

The City of Colleyville's investment in capital assets for its governmental and business-type activities as of September 30, 2013, amounts to \$144,414,341 (net of accumulated depreciation). This investment in capital assets includes land, building, equipment, improvements other than buildings, infrastructure, and construction work in progress. Major capital asset events occurring during the current fiscal year included the following:

- Capitalized approximately \$1.8 million in street improvements and developer contributions, primarily with the completion of the John McCain Road and Pleasant Run Road intersection roundabout; and
- Capitalized approximately \$.6 million in water and wastewater system developer contributions.

CITY OF COLLEYVILLE'S CAPITAL ASSETS AT YEAR-END

	Governmental Activities		Business-type Activities		Totals	
	2013	2012	2013	2012	2013	2012
Land	\$ 9,293,654	\$ 9,293,654	\$ 304,839	\$ 313,057	\$ 9,598,493	\$ 9,606,711
Buildings and improvements	45,763,755	45,603,909	53,922	53,922	45,817,677	45,657,831
Equipment	10,806,868	10,225,015	1,981,088	1,509,282	12,787,956	11,734,297
Infrastructure/water distribution sewer collection	79,371,164	77,197,694	69,730,952	69,054,295	149,102,116	146,251,989
Construction in progress	1,796,099	1,741,624	1,114,303	512,948	2,910,402	2,254,572
Less: accumulated depreciation	(45,053,422)	(41,252,135)	(30,748,881)	(28,913,231)	(75,802,303)	(70,165,366)
Total capital assets	<u>\$ 101,978,118</u>	<u>\$ 102,809,761</u>	<u>\$ 42,436,223</u>	<u>\$ 42,530,273</u>	<u>\$ 144,414,341</u>	<u>\$ 145,340,034</u>

Additional information on the City's capital assets can be found in Note 4, pages 57 – 59 of this report.

DEBT ADMINISTRATION

At the end of the current fiscal year, the City of Colleyville had total bonded debt, notes payable and capital lease obligations of \$20,796,624. Of this amount, \$8,675,000 represents bonded debt backed by the full faith and credit of the government, \$7,600,000 represents bonds secured by sales tax revenues, \$2,085,000 represents bonds secured solely by water and sewer revenues, and \$1,135,000 represents bonds secured solely by drainage utility system revenues. The City's capitalized lease obligations of \$1,301,624 pertain to the prior year lease purchase of a fire pumper truck and mid-mount aerial platform fire apparatus. In FY 2013, there was an additional lease purchase, in the amount of \$209,425, entered into for an ambulance.

OUTSTANDING DEBT AT YEAR-END BONDS, NOTES AND CAPITALIZED LEASE OBLIGATIONS PAYABLE

	Governmental Activities		Business-type Activities		Totals	
	2013	2012	2013	2012	2013	2012
General obligation bonds and certificates of obligation	\$ 8,675,000	\$ 9,975,000	\$ -	\$ -	\$ 8,675,000	\$ 9,975,000
Sales tax revenue bonds	7,600,000	7,930,000	-	-	7,600,000	7,930,000
Revenue bonds payable	-	-	3,220,000	4,195,000	3,220,000	4,195,000
Capitalized lease obligations	<u>1,301,624</u>	<u>1,709,120</u>	<u>-</u>	<u>-</u>	<u>1,301,624</u>	<u>1,709,120</u>
	<u>\$ 17,576,624</u>	<u>\$ 19,614,120</u>	<u>\$ 3,220,000</u>	<u>\$ 4,195,000</u>	<u>\$ 20,796,624</u>	<u>\$ 23,809,120</u>

The City's General Obligation, Tax and Water Works and Sewer System Certificates of Obligation, and Water Works and Sewer System Revenue Bond ratings are listed below.

	<u>Fitch ICBA</u>	<u>Standard & Poor's</u>
General Obligation Bonds	AAA	AAA
Water Revenue Bonds	AAA	AA+

During Fiscal Year 2013, the City retained its existing bond ratings during the biannual ratings surveillance process conducted by the rating agencies. Most of the City's Bonds are insured, thus holding a AAA credit rating from both Fitch Ratings and Standard & Poor's. Additional information on the City of Colleyville's long term-debt can be found in footnote 4 on pages 60 – 64 of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The General Fund budget including transfers in for Fiscal Year 2014 is based on a projected revenue increase of 10.7% as compared to the Fiscal Year 2013 budget. There is a 7.2% increase projected in General Fund property tax revenue, due to a declining portion of the tax rate committed to debt service repayment increasing the amount allocated to the General Fund and a 3.1% increase in valuation. This is the largest revenue source and comprises 55% of General Fund revenues. The total tax rate for Fiscal Year 2014 is \$.3559, which is unchanged since Fiscal Year 2008. Approximately 14% of General Fund revenues are sales taxes, budgeted at a 7.5% increase over the Fiscal Year 2013 budget, due to improving economic conditions and the opening of Whole Foods. There is a utilization of \$1,000,000 surplus fund balance in the adopted Fiscal Year 2014 General Fund budget to provide funding for the \$2.4 million increase in the street rehabilitation budget. Additionally, there is a utilization of \$152,666 of fund balance in the adopted Fiscal Year 2014 Debt Service budget for the second year lease payment on the radio tower and equipment due to the current level of existing fund balance.

In FY 2013, there was a compensation and classification study performed. There are funds included in the Fiscal Year 2014 budget, for bringing employees to the market minimum at a maximum of ten percent of current salary. Additionally, there was the addition of three firefighter/paramedics, one police property room clerk, and a plans examiner. The level of funding for street maintenance and rehabilitation continues at \$2.4 million to address needs on the City's streets.

Slight revenue growth in the Water and Wastewater Fund will come from additional residential and commercial customers and the full year implementation of tiered water rates. There was also the incorporation of the pass through of projected Trinity River Authority (TRA) rate increases to maintain the financial stability of the Water and Wastewater Fund in future years.

REQUEST FOR INFORMATION

The financial report is designed to provide our citizens, customers, investors and creditors with a general overview of the City's finances. If you have questions about this report or need any additional information, contact Terry Leake, Assistant City Manager / Chief Financial Officer, at 100 Main Street, Colleyville, Texas 76034, or call (817) 503-1115.

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BASIC FINANCIAL STATEMENTS

CITY OF COLLEYVILLE, TEXAS

STATEMENT OF NET POSITION

SEPTEMBER 30, 2013

	Governmental Activities	Business-type Activities
ASSETS		
Cash and equivalents	\$ 16,426,689	\$ 6,360,738
Investments	15,854,916	6,247,175
Receivables (net of allowances for uncollectibles of \$341,247)		
Accounts	96,515	2,521,522
Property taxes	230,912	-
Loans	200,000	-
Due from other governments	1,119,914	-
Inventories	1,759	167,317
Deferred charges	158,812	88,627
Accrued interest	18,162	7,005
Capital assets:		
Land	9,293,654	304,839
Buildings and improvements	45,763,755	53,922
Equipment	10,806,868	1,981,088
Infrastructure/water distribution/sewer collection	79,371,164	69,730,952
Construction in progress	1,796,099	1,114,303
Less: accumulated depreciation	(45,053,422)	(30,748,881)
Total capital assets	<u>101,978,118</u>	<u>42,436,223</u>
Total assets	<u>136,085,797</u>	<u>57,828,607</u>
LIABILITIES		
Accounts payable	827,070	950,676
Accrued liabilities	384,955	74,437
Unearned revenues	1,835	-
Accrued interest payable	111,027	19,957
Advances from developers	192,467	69,000
Escrow funds	-	26,613
Customer deposits	68,462	444,084
Noncurrent liabilities:		
Due within one year	1,827,554	1,015,979
Due in more than one year	<u>16,461,152</u>	<u>2,255,194</u>
Total liabilities	<u>19,874,522</u>	<u>4,855,940</u>
NET POSITION		
Net investment in capital assets	84,414,252	39,269,943
Restricted:		
Debt service	857,143	-
Court security and technology	101,411	-
Grant programs	16,489	-
Leisure services	207,770	-
Economic development	2,277,373	-
Streets and drainage	8,432,946	-
Police	1,223,271	-
Unrestricted	<u>18,680,620</u>	<u>13,702,724</u>
Total net position	<u>\$ 116,211,275</u>	<u>\$ 52,972,667</u>

The accompanying notes are an integral part of these financial statements.

	<u>Total</u>	<u>Component Units</u>
\$	22,787,427	15,696,721
	22,102,091	830,482
	2,618,037	-
	230,912	-
	200,000	-
	1,119,914	-
	169,076	-
	247,439	68,072
	25,167	254
	9,598,493	1,808,520
	45,817,677	-
	12,787,956	-
	149,102,116	5,893,512
	2,910,402	-
(	<u>75,802,303)</u>	<u>(180,852)</u>
	<u>144,414,341</u>	<u>7,521,180</u>
	<u>193,914,404</u>	<u>24,116,709</u>
	1,777,746	371,273
	459,392	-
	1,835	-
	130,984	16,781
	261,467	-
	26,613	-
	512,546	-
	2,843,533	555,000
	<u>18,716,346</u>	<u>3,764,508</u>
	<u>24,730,462</u>	<u>4,707,562</u>
	123,684,195	3,201,672
	857,143	-
	101,411	-
	16,489	-
	207,770	-
	2,277,373	-
	8,432,946	-
	1,223,271	-
	<u>32,383,344</u>	<u>16,207,475</u>
\$	<u>169,183,942</u>	<u>\$ 19,409,147</u>

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED SEPTEMBER 30, 2013

Functions/Programs	Expenses	Program Revenue		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary government				
Governmental activities:				
General government	\$ 4,075,001	\$ 15,000	\$ 4,104	\$ -
Community development	1,429,755	927,690	5,000	-
Fire and rescue	4,529,225	308,339	28,277	-
Leisure services	4,106,822	501,260	333,253	120,734
Maintenance	494,545	-	-	-
Municipal court	586,709	1,271,095	-	-
Police	4,961,444	70,513	97,727	-
Streets and drainage	5,322,510	316,338	-	1,037,316
Interest on long-term debt	724,458	-	-	-
Total governmental activities	<u>26,230,469</u>	<u>3,410,235</u>	<u>468,361</u>	<u>1,158,050</u>
Business-type activities:				
Water and wastewater	12,544,530	14,661,491	-	861,262
Drainage	707,647	928,863	-	15,398
Total business-type activities	<u>13,252,177</u>	<u>15,590,354</u>	<u>-</u>	<u>876,660</u>
Total primary government	<u>\$ 39,482,646</u>	<u>\$ 19,000,589</u>	<u>\$ 468,361</u>	<u>\$ 2,034,710</u>
Component unit				
Tax increment financing	\$ 945,411	\$ -	\$ -	\$ -
Total component unit	<u>\$ 945,411</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
General revenues:				
Taxes:				
Property taxes, levied for general purposes				
Property taxes, levied for debt service				
TIF taxes				
Sales taxes				
Franchise taxes				
Other taxes				
Investment earnings				
Miscellaneous				
Gain on sale of capital assets				
Transfers				
Total general revenues and transfers				
Change in net position				
Net position - beginning				
Net position - ending				

The accompanying notes are an integral part of these financial statements.

Net (Expense) Revenue and Changes in Net Position				
Primary Government				
Governmental Activities	Business-type Activities	Total	Component Units	
\$(4,055,897)	\$ -	\$(4,055,897)	\$ -	
(497,065)	-	(497,065)	-	
(4,192,609)	-	(4,192,609)	-	
(3,151,575)	-	(3,151,575)	-	
(494,545)	-	(494,545)	-	
684,386	-	684,386	-	
(4,793,204)	-	(4,793,204)	-	
(3,968,856)	-	(3,968,856)	-	
(724,458)	-	(724,458)	-	
(21,193,823)	-	(21,193,823)	-	
-	2,978,223	2,978,223	-	
-	236,614	236,614	-	
-	3,214,837	3,214,837	-	
(21,193,823)	3,214,837	(17,978,986)	-	
-	-	-	(945,411)	
-	-	-	(945,411)	
11,016,971	-	11,016,971	-	
1,480,721	-	1,480,721	-	
-	-	-	3,872,605	
5,902,557	-	5,902,557	-	
2,074,731	-	2,074,731	-	
68,592	-	68,592	-	
77,269	38,987	116,256	16,762	
85,562	-	85,562	-	
-	103,437	103,437	-	
1,112,540	(1,112,540)	-	-	
21,818,943	(970,116)	20,848,827	3,889,367	
625,120	2,244,721	2,869,841	2,943,956	
115,586,155	50,727,946	166,314,101	16,465,191	
\$ 116,211,275	\$ 52,972,667	\$ 169,183,942	\$ 19,409,147	

CITY OF COLLEYVILLE, TEXAS

BALANCE SHEET GOVERNMENTAL FUNDS SEPTEMBER 30, 2013

	General	Capital Projects	Debt Service
ASSETS			
Cash and cash equivalents	\$ 2,783,871	\$ 6,141,441	\$ 931,446
Investments	9,458,768	2,449,098	-
Receivables (net of allowances for uncollectibles)			
Accounts	96,515	-	-
Taxes	194,365	-	36,547
Loans	200,000	-	-
Due from other funds	52,648	-	-
Due from other governments	538,815	-	177
Inventories	1,759	-	-
Accrued interest	12,781	2,239	-
Total assets	<u>\$ 13,339,522</u>	<u>\$ 8,592,778</u>	<u>\$ 968,170</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 769,578	\$ 27,662	\$ -
Accrued liabilities	374,144	-	-
Due to other funds	-	-	-
Deferred revenue	258,754	-	36,547
Advances from developers	46,573	132,170	-
Customer deposits	68,462	-	-
Total liabilities	<u>1,517,511</u>	<u>159,832</u>	<u>36,547</u>
Fund balances:			
Non-spendable:			
Inventories	1,759	-	-
Restricted:			
Streets and drainage	-	8,432,946	-
Debt service	-	-	931,623
Court security and technology	-	-	-
Grant programs	-	-	-
Leisure services	-	-	-
Economic development	-	-	-
Police	-	-	-
Committed:			
Strategic incentives	295,198	-	-
Sales tax incentives	518,338	-	-
Leisure services	-	-	-
Capital projects	-	-	-
Assigned:			
Capital projects	-	-	-
Leisure services	-	-	-
Unassigned	11,006,716	-	-
Total fund balances	<u>11,822,011</u>	<u>8,432,946</u>	<u>931,623</u>
Total liabilities and fund balances	<u>\$ 13,339,522</u>	<u>\$ 8,592,778</u>	<u>\$ 968,170</u>

Amounts reported for governmental activities in the statement of net assets are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.

Other long-term assets are not available to pay for current-period expenditures and, therefore are deferred in the funds.

Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.

Net position of governmental activities

The accompanying notes are an integral part of these financial statements.

Other Governmental	Total Governmental Funds
\$ 6,569,931	\$ 16,426,689
3,947,050	15,854,916
-	96,515
-	230,912
-	200,000
-	52,648
580,922	1,119,914
-	1,759
3,142	18,162
<u>\$ 11,101,045</u>	<u>\$ 34,001,515</u>

\$ 29,830	\$ 827,070
10,811	384,955
52,648	52,648
-	295,301
13,724	192,467
-	68,462
<u>107,013</u>	<u>1,820,903</u>

-	1,759
-	8,432,946
-	931,623
101,411	101,411
16,489	16,489
207,770	207,770
2,277,373	2,277,373
1,223,271	1,223,271
-	295,198
-	518,338
1,020,791	1,020,791
5,241,291	5,241,291
902,707	902,707
7,904	7,904
(4,975)	11,001,741
<u>10,994,032</u>	<u>32,180,612</u>
<u>\$ 11,101,045</u>	

101,978,118
452,278
(18,399,733)
<u>\$ 116,211,275</u>

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2013

	<u>General</u>	<u>Capital Projects</u>	<u>Debt Service</u>
REVENUES			
Taxes	\$ 16,232,400	\$ -	\$ 1,480,388
Fees and fines	892,592	-	-
Licenses and permits	857,135	-	-
Intergovernmental	-	68,259	-
Charges for services	1,242,758	-	-
Capital improvement fees	-	300,900	-
Donations	-	-	-
Investment earnings	40,390	14,918	1,595
Miscellaneous	<u>81,141</u>	<u>4,421</u>	<u>-</u>
Total revenues	<u>19,346,416</u>	<u>388,498</u>	<u>1,481,983</u>
EXPENDITURES			
Current:			
General government	3,044,817	-	-
Community development and engineering	1,302,378	-	-
Fire and rescue	4,033,302	20,005	-
Leisure services	2,583,749	715	-
Maintenance	489,685	-	-
Municipal court	406,512	-	-
Police	4,057,598	57,190	-
Streets and drainage	2,636,840	961,125	-
Debt service:			
Principal	-	-	1,916,921
Interest and other charges	-	-	378,775
Capital outlay	<u>547,435</u>	<u>1,267,658</u>	<u>-</u>
Total expenditures	<u>19,102,316</u>	<u>2,306,693</u>	<u>2,295,696</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>244,100</u>	<u>(1,918,195)</u>	<u>(813,713)</u>
OTHER FINANCING SOURCES (USES)			
Capital lease	209,425	-	-
Transfers in	1,049,234	2,158,573	505,924
Transfers out	<u>(2,389,573)</u>	<u>-</u>	<u>-</u>
Total other financing sources and uses	<u>(1,130,914)</u>	<u>2,158,573</u>	<u>505,924</u>
NET CHANGE IN FUND BALANCES	<u>(886,814)</u>	<u>240,378</u>	<u>(307,789)</u>
FUND BALANCES, BEGINNING	<u>12,708,825</u>	<u>8,192,568</u>	<u>1,239,412</u>
FUND BALANCES, ENDING	<u><u>\$ 11,822,011</u></u>	<u><u>\$ 8,432,946</u></u>	<u><u>\$ 931,623</u></u>

The accompanying notes are an integral part of these financial statements.

Other Governmental	Total Governmental Funds
\$ 2,828,678	\$ 20,541,466
108,362	1,000,954
-	857,135
8,247	76,506
79,169	1,321,927
-	300,900
487,066	487,066
20,366	77,269
15,000	100,562
<u>3,546,888</u>	<u>24,763,785</u>
126,765	3,171,582
127,196	1,429,574
9,228	4,062,535
451,119	3,035,583
-	489,685
180,399	586,911
555,851	4,670,639
-	3,597,965
330,000	2,246,921
318,365	697,140
<u>852,981</u>	<u>2,668,074</u>
<u>2,951,904</u>	<u>26,656,609</u>
<u>594,984</u>	<u>(1,892,824)</u>
-	209,425
475,649	4,189,380
<u>(687,267)</u>	<u>(3,076,840)</u>
<u>(211,618)</u>	<u>1,321,965</u>
383,366	(570,859)
<u>10,610,666</u>	<u>32,751,471</u>
<u>\$ 10,994,032</u>	<u>\$ 32,180,612</u>

CITY OF COLLEYVILLE, TEXAS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED SEPTEMBER 30, 2013

Amounts reported for governmental activities in the Statement of Activities (pages 32 - 33) are different because:

Net change in fund balances - total governmental funds:	\$(570,859)
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	(1,280,358)
The net effect of transactions involving capital assets is to increase net position.	448,715
Revenues, in the statement of activities, that do not provide current financial resources, are not reported as revenues in the funds.	10,207
The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds.	2,033,907
Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in governmental funds.	(<u>16,492</u>)
Change in net position of governmental activities	\$ <u><u>625,120</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF COLLEYVILLE, TEXAS

GENERAL FUND

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2013

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget - Positive (Negative)
REVENUES				
Taxes	\$ 15,676,406	\$ 15,676,406	\$ 16,232,400	\$ 555,994
License and permits	725,958	725,958	857,135	131,177
Fines and forfeitures	867,969	867,969	892,592	24,623
Charges for services	1,122,007	1,122,007	1,242,758	120,751
Investment earnings	35,000	35,000	40,390	5,390
Other	54,100	54,100	81,141	27,041
Total revenues	<u>18,481,440</u>	<u>18,481,440</u>	<u>19,346,416</u>	<u>864,976</u>
EXPENDITURES				
Current:				
General government	2,995,151	2,995,151	3,044,817	(49,666)
Community development and engineering	1,431,012	1,431,012	1,302,378	128,634
Fire and rescue	4,113,288	4,113,288	4,033,302	79,986
Leisure services	2,848,792	2,848,792	2,583,749	265,043
Maintenance	552,881	552,881	489,685	63,196
Municipal court	411,805	411,805	406,512	5,293
Police	4,197,318	4,197,318	4,057,598	139,720
Streets and drainage	3,335,995	3,335,995	2,636,840	699,155
Capital outlay	<u>239,600</u>	<u>239,600</u>	<u>547,435</u>	<u>(307,835)</u>
Total expenditures	<u>20,125,842</u>	<u>20,125,842</u>	<u>19,102,316</u>	<u>1,023,526</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(1,644,402)</u>	<u>(1,644,402)</u>	<u>244,100</u>	<u>1,888,502</u>
OTHER FINANCING SOURCES (USES)				
Transfers in	956,469	956,469	1,049,234	92,765
Transfers out	(431,000)	(431,000)	(2,389,573)	(1,958,573)
Sale of capital assets	10,000	10,000	-	(10,000)
Capital lease	-	-	209,425	209,425
Total other financing sources and uses	<u>535,469</u>	<u>535,469</u>	<u>(1,130,914)</u>	<u>(1,666,383)</u>
NET CHANGE IN FUND BALANCE	<u>(1,108,933)</u>	<u>(1,108,933)</u>	<u>(886,814)</u>	<u>222,119</u>
FUND BALANCE, BEGINNING	<u>12,708,825</u>	<u>12,708,825</u>	<u>12,708,825</u>	<u>-</u>
FUND BALANCE, ENDING	<u>\$ 11,599,892</u>	<u>\$ 11,599,892</u>	<u>\$ 11,822,011</u>	<u>\$ 222,119</u>

The notes to the financial statements are an integral part of this statement.

CITY OF COLLEYVILLE, TEXAS

STATEMENT OF NET POSITION

PROPRIETARY FUNDS

SEPTEMBER 30, 2013

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Total
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 5,172,120	\$ 1,188,618	\$ 6,360,738
Investments	6,130,277	116,898	6,247,175
Accounts receivable, net of allowances	2,414,842	106,680	2,521,522
Deferred charges	67,689	20,938	88,627
Inventories	167,317	-	167,317
Total current assets	13,952,245	1,433,134	15,385,379
Non-current assets:			
Accrued interest receivable	6,927	78	7,005
Capital assets:			
Land and improvements	304,839	-	304,839
Buildings	53,922	-	53,922
Utility system	65,602,588	4,128,364	69,730,952
Equipment and furniture	1,500,115	480,973	1,981,088
Construction in progress	1,072,811	41,492	1,114,303
Less accumulated depreciation	(29,496,701)	(1,252,180)	(30,748,881)
Total non-current assets	39,044,501	3,398,727	42,443,228
Total assets	52,996,746	4,831,861	57,828,607
LIABILITIES			
Current liabilities:			
Accounts payable	948,922	1,754	950,676
Accrued liabilities	65,570	8,867	74,437
Accrued interest payable	13,393	6,564	19,957
Advances from developers	69,000	-	69,000
Escrow funds	26,613	-	26,613
Customer deposits	444,084	-	444,084
Compensated absences	18,609	2,370	20,979
Revenue bonds payable	775,000	220,000	995,000
Total current liabilities	2,361,191	239,555	2,600,746
Non-current liabilities:			
Compensated absences	74,434	9,480	83,914
Revenue bonds payable	1,262,012	909,268	2,171,280
Total non-current liabilities	1,336,446	918,748	2,255,194
Total liabilities	3,697,637	1,158,303	4,855,940
NET POSITION			
Net investment in capital assets	37,000,562	2,269,381	39,269,943
Unrestricted	12,298,547	1,404,177	13,702,724
Total net position	\$ 49,299,109	\$ 3,673,558	\$ 52,972,667

The accompanying notes are an integral part of these financial statements.

CITY OF COLLEYVILLE, TEXAS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION

PROPRIETARY FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2013

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Total
OPERATING REVENUES			
Metered water sales	\$ 10,683,906	\$ -	\$ 10,683,906
Wastewater service charges	3,278,271	-	3,278,271
Drainage service charges	-	916,917	916,917
Other charges and services	677,602	11,946	689,548
Miscellaneous	21,712	-	21,712
Total operating revenues	<u>14,661,491</u>	<u>928,863</u>	<u>15,590,354</u>
OPERATING EXPENSES			
Personnel services	1,595,661	385,537	1,981,198
Maintenance and contractual services	8,950,525	116,190	9,066,715
Materials and supplies	160,831	39,871	200,702
Depreciation and amortization	<u>1,779,083</u>	<u>124,316</u>	<u>1,903,399</u>
Total operating expenses	<u>12,486,100</u>	<u>665,914</u>	<u>13,152,014</u>
OPERATING INCOME	<u>2,175,391</u>	<u>262,949</u>	<u>2,438,340</u>
NON-OPERATING REVENUES (EXPENSES)			
Interest and investment revenues	37,423	1,564	38,987
Interest expense and fiscal charges	(58,430)	(41,733)	(100,163)
Gain (loss) on disposal of property	<u>103,437</u>	<u>-</u>	<u>103,437</u>
Total non-operating revenues (expenses)	<u>82,430</u>	<u>(40,169)</u>	<u>42,261</u>
INCOME BEFORE CONTRIBUTIONS AND TRANSFERS	<u>2,257,821</u>	<u>222,780</u>	<u>2,480,601</u>
Capital contributions	861,262	15,398	876,660
Transfers out	<u>(1,093,508)</u>	<u>(19,032)</u>	<u>(1,112,540)</u>
CHANGE IN NET POSITION	<u>2,025,575</u>	<u>219,146</u>	<u>2,244,721</u>
TOTAL NET POSITION, BEGINNING	<u>47,273,534</u>	<u>3,454,412</u>	<u>50,727,946</u>
TOTAL NET POSITION, ENDING	<u>\$ 49,299,109</u>	<u>\$ 3,673,558</u>	<u>\$ 52,972,667</u>

The accompanying notes are an integral part of these financial statements.

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2013

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Cash received from customers	\$ 14,541,259	\$ 930,620	\$ 15,471,879
Cash paid to suppliers for goods and services	(9,198,369)	(158,064)	(9,356,433)
Cash paid to employees for services	(1,555,064)	(391,303)	(1,946,367)
Net cash provided by operating activities	<u>3,787,826</u>	<u>381,253</u>	<u>4,169,079</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES			
Transfers out	(1,093,508)	(19,032)	(1,112,540)
Net cash used for noncapital financing activities	<u>(1,093,508)</u>	<u>(19,032)</u>	<u>(1,112,540)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Acquisition of capital assets	(802,387)	-	(802,387)
Principal paid on debt	(781,638)	(213,512)	(995,150)
Interest paid on debt	(58,430)	(41,733)	(100,163)
Net cash used for capital and related financing activities	<u>(1,642,455)</u>	<u>(255,245)</u>	<u>(1,897,700)</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
(Purchase) sale of investments	(2,371,012)	2,916	(2,368,096)
Earnings on investments	<u>37,423</u>	<u>1,564</u>	<u>38,987</u>
Net cash provided (used) by investing activities	<u>(2,333,589)</u>	<u>4,480</u>	<u>(2,329,109)</u>
NET INCREASE IN CASH AND CASH EQUIVALENTS	(1,281,726)	111,456	(1,170,270)
CASH AND CASH EQUIVALENTS, BEGINNING	<u>6,453,846</u>	<u>1,077,162</u>	<u>7,531,008</u>
CASH AND CASH EQUIVALENTS, ENDING	<u>\$ 5,172,120</u>	<u>\$ 1,188,618</u>	<u>\$ 6,360,738</u>

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
(Continued)
FOR THE YEAR ENDED SEPTEMBER 30, 2013

	Enterprise Funds		
	Water and Wastewater	Drainage Utility	Totals
Reconciliation of operating income (loss) to net cash provided (used) by operating activities:			
Operating income	\$ 2,175,391	\$ 262,949	\$ 2,438,340
Adjustments to reconcile operating income (loss) to net cash provided by (used for) operating activities:			
Depreciation and amortization expense	1,779,083	124,317	1,903,400
Changes in assets and liabilities:			
Decrease (increase) in assets:			
Accounts receivable	(125,346)	1,757	(123,589)
Inventory	(29,699)	-	(29,699)
Accrued interest receivable	(2,432)	21	(2,411)
Deferred charges	16,638	3,513	20,151
Increase (decrease) in liabilities:			
Accounts payable	(66,894)	(4,321)	(71,215)
Accrued liabilities	20,933	(27)	20,906
Compensated absences payable	19,664	(5,740)	13,924
Customer deposits	9,510	-	9,510
Advances from developers	(4,396)	-	(4,396)
Accrued interest payable	(4,626)	(1,216)	(5,842)
Net cash provided by operations	\$ <u>3,787,826</u>	\$ <u>381,253</u>	\$ <u>4,169,079</u>
Noncash investing, capital, and financing activities:			
Contributions of capital assets	\$ 861,262	\$ 15,398	\$ 876,660

The notes to the financial statements are an integral part of this statement.

CITY OF COLLEYVILLE, TEXAS
STATEMENT OF FIDUCIARY NET POSITION
FIDUCIARY FUNDS
SEPTEMBER 30, 2013

	<u>Agency Fund</u>
ASSETS	
Cash and investments	\$ <u>24,283</u>
Total assets	\$ <u><u>24,283</u></u>
LIABILITIES	
Due to other agencies and individuals	\$ <u>24,283</u>
Total liabilities	\$ <u><u>24,283</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF COLLEYVILLE, TEXAS

NOTES TO THE FINANCIAL STATEMENTS

SEPTEMBER 30, 2013

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Colleyville Home Rule Charter was adopted by the voters at an election held on January 15, 1977. The City operates under a Council-Manager form of government.

The accounting policies of the City of Colleyville, Texas (the “City”) conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the more significant of such policies:

A. Reporting Entity

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units, although legally separate entities are, in substance, part of the government’s operations and so data from these units are combined with data of the primary government. Each directly presented component unit, on the other hand, is reported in a separate column in the combined financial statements to emphasize it is legally separate from the government. Each blended component unit has a September 30 year-end.

Blended Component Unit – The Colleyville Economic Development Corporation (CEDC) was incorporated on September 3, 1996, as a nonprofit industrial development corporation under the Development Corporation Act of 1979 (“Act”). The CEDC operates under a seven (7) member Board of Directors appointed by the City Council. Each of the directors shall be a resident of the City. The Corporation is organized exclusively for the purposes of benefiting and accomplishing public purposes of and to act on behalf of, the City, and the specific purposes for which the Corporation is organized. This includes municipal park improvements, the purchase of land and improvements for additional neighborhood parks, the construction of a community center and library. Although it is legally separate from the City, the CEDC is reported as if it were part of the primary government, because CEDC is financing public improvements and the City is the primary beneficiary of the services provided.

Blended Component Unit – Colleyville Crime Control and Prevention District (the District) was formed under Chapter 363 of the Texas Local Government Code, the Crime Control and Prevention District Act. The District is organized to act on behalf of the City for financing, development of crime control throughout the City. The District is governed by a seven-member board consisting of all members of the City Council. The District is reported as a part of the primary government because it provides services entirely for the City.

Discretely Presented Component Unit – Colleyville Tax Increment Financing Reinvestment Zone Number One (the TIF) was formed to make public improvements, under the authority of the Tax Increment Financing Act. The TIF is governed by a nine-member board consisting of five members appointed by the City Council and one member each appointed by the four other participating taxing entities. The primary government appoints a voting majority of the unit's governing body and the City has a potential economic benefit from this unit. Therefore, the TIF is presented in the accompanying financial statements as a discretely presented component unit. Complete financial statements for the TIF may be obtained from the City of Colleyville Finance Department, 100 Main Street, Colleyville, Texas 76034.

B. Government-wide Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which normally are supported by taxes and intergovernmental revenue, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate *component units* for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenue. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenue* includes 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenue are reported instead as *general revenue*.

Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual Enterprise Funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements, except for Agency Funds, which have no measurement focus. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenue to be available if collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, franchise taxes, sales taxes, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenue of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the City.

GOVERNMENTAL FUNDS

Governmental Funds are those through which most governmental functions of the City are financed. The acquisition, use, and balances of the City's expendable financial resources and the related liabilities (except those accounted for in the proprietary fund type) are accounted for through governmental funds. The measurement focus is upon determination of changes in financial position, rather than upon net income determination. The following are the City's governmental fund types:

The City reports the following major governmental funds:

The **General Fund** – is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

The **Debt Service Fund** – is used to account for the acquisition of resources for, and the payment of, general long-term debt principal and interest, and related costs.

The **Capital Projects Fund** – is used to account for financial resources to be used for the acquisition or construction of general major capital facilities. Financing is provided primarily by the sale of general obligation bonds and developer contributions.

Additionally, the City also reports the following fund type:

The **Special Revenue Fund** – accounts for the revenues and expenditures associated with a special project or purpose.

PROPRIETARY FUNDS

Proprietary Funds are used to account for activities that are similar to those often found in the private sector. The measurement focus is upon determination of net income and capital maintenance.

The City reports the following major proprietary funds:

The **Water and Wastewater Fund** – is used to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. This fund is used to account for water and wastewater operations.

The **Drainage Utility Fund** – is used to account for the establishment and maintenance of drainage facilities within the municipal boundaries of the City. All activities necessary to provide such facilities are accounted for in this fund, included but not limited to, administration, operations, maintenance, billing and collections.

FIDUCIARY FUNDS

Agency Fund – ***Fiduciary Funds*** are used to account for assets held by the City in a trustee capacity or as an agent on behalf of others. Agency funds are custodial in nature and do not present results of operations or have a measurement focus. The City has two agency funds: Employee Activity and the Sesquicentennial Fund. These funds are held for the benefit of City employees and to benefit the City's historical purposes.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board. Governments also have the *option* of following subsequent private-sector guidance for their business-type activities and Enterprise Funds, subject to this same limitation. The City has elected not to follow subsequent private-sector guidance.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's water and wastewater function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenue reported for the various functions concerned.

Amounts reported as *program revenues* include: 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenue. Likewise, general revenue includes all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's Enterprise Funds are charges to customers for sales and services. Operating expenses for Enterprise Funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

D. Cash and Cash Equivalents

For purposes of the statement of cash flows, the Enterprise Fund considers all highly liquid investments (investments with original maturities less than 90 days, including restricted assets) to be cash equivalents.

E. Investments

In accordance with GASB Statement No. 31, the City's general policy is to report money market investments and short-term participating interest-earning investment contracts at amortized cost and to report nonparticipating interest-earning investment contracts using a cost-based measure. However, if the fair value of an investment is significantly affected by the impairment of the credit standing of the issuer or by other factors, it is reported at fair value. All other investments are reported at fair value unless a legal contract exists which guarantees a higher value. The term "short-term" refers to investments, which have a remaining term of one year or less at time of purchase. The term "nonparticipating" means that the investment's value does not vary with market interest rate changes.

F. Receivables and Payables

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the noncurrent portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance reserve account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

The allowance for utility receivables is the total of final bills that have been sent out by the City. Final bills are bills that have been sent out to customers that have notified the City of a discontinuation of service. Ambulance receivables in excess of 180 days comprise the ambulance allowance for uncollectables. The allowance for uncollectable accounts for capias warrants is set at 90% of outstanding receivables.

Property taxes are levied on October 1 and attach as an enforceable lien on property as of January 1. Statements are mailed on October 1, or as soon thereafter as possible, and are due upon receipt. All unpaid taxes become delinquent if not paid before February 1 of the following year.

G. Inventories

Inventories in the Enterprise Fund are valued at cost (first-in, first-out method).

H. Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g. roads, bridges, sidewalks and similar items) are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. The City defines capital assets as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment is depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Buildings	15 - 50
Improvements	20 - 50
Equipment	5 - 10
Infrastructure (streets and drainage)	50
Water distribution/sewer collection	5 - 40

I. Other Assets – Enterprise Fund

Other assets consist of expenses incurred in connection with the issuance of certain outstanding revenue bonds. Such charges are amortized on a straight-line basis over the lives of the bonds.

J. Compensated Absences

City employees are granted vacation and sick pay in varying amounts. In the event of termination, an employee is paid for all accumulated, unused vacation. Vacation pay is accrued as it vests to the employee. Sick pay is recorded when paid or upon retirement when a maximum of 90 days is paid. The accrued sick pay is not recorded, as the City's policy is not to compensate employees upon separation of services with the City, except for retirement, and such amounts are not considered material. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements.

K. Long-term Obligations

In the government-wide financial statements and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position.

In the fund financial statements, the face amount of debt issued is reported as other financing sources for the governmental fund types.

For governmental fund types, bond premiums and discounts, as well as issuance costs, are recognized during the current period. Bond proceeds are reported as an other financing source. Issuance costs, even if withheld from the actual net proceeds received, are reported as expenditures. For proprietary fund types, bond premiums and discounts, as well as issuance costs, are charged to current operations rather than being deferred and amortized due to the relatively immaterial effect on the basic financial statements taken as a whole.

L. Fund Balance Classification

The governmental fund financial statements present fund balances based on classifications that comprise a hierarchy that is based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the respective governmental funds can be spent. The classifications used in the governmental fund financial statements are as follows:

- **Nonspendable:** This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) are legally or contractually required to be maintained intact. Nonspendable items are not expected to be converted to cash or are not expected to be converted to cash within the next year.
- **Restricted:** This classification includes amounts for which constraints have been placed on the use of the resources either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.
- **Committed:** This classification includes amounts that can be used only for specific purposes pursuant to constraints imposed by board resolution of the City Council, the City's highest level of decision making authority. These amounts cannot be used for any other purpose unless the Council removes or changes the specified use by taking the same type of action that was employed when the funds were initially committed. This classification also includes contractual obligations to the extent that existing resources have been specifically committed for use in satisfying those contractual requirements.
- **Assigned:** This classification includes amounts that are constrained by the City's intent to be used for a specific purpose but are neither restricted nor committed. This intent can be expressed by the City's Assistant City Manager/Chief Financial Officer.
- **Unassigned:** This classification includes the residual fund balance for the General Fund. The unassigned classification also includes negative residual fund balance of any other governmental fund that cannot be eliminated by offsetting of assigned fund balance amounts.

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the City considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the City considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds.

M. Minimum Unassigned Fund Balance

It is the goal of the City to achieve and maintain an unassigned fund balance in the General Fund equal to three months of that year's budgeted expenditures for both the General and Utility Funds. The City Council may declare a fiscal emergency and withdraw any amount of the unassigned General and Utility Funds' balances for purposes of addressing the fiscal emergency. Any such action must also provide for necessary appropriations to restore the designated fund balance to the balance within a three-year period.

N. Net Position Flow Assumption

Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grand proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted – net position and unrestricted – net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to consider restricted – net position to have been depleted before unrestricted – net position is applied.

O. Estimates

The preparation of financial statements, in conformity with generally accepted accounting principles, requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual amounts could differ from those estimates.

P. Risk Management

Insurance coverage for property, liability and workers' compensation is provided by the Texas Municipal League Intergovernmental Risk Pool, a state insurance pool. Contributions to the Risk Pool for workers' compensation are based on the City's past claims history. The Risk Pool is self-sustaining through members' contributions and maintains insurance to limit risk of loss with an external insurance company. Settlement claims have not exceeded aggregate limits in the past three fiscal years.

2. RECONCILIATION OF GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

The governmental fund balance sheet includes a reconciliation between *fund balance – total governmental funds* and *net position – governmental activities* as reported in the government-wide statement of net position. One element of that reconciliation explains, "Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds." The details of this \$(18,399,733) difference are as follows:

Bonds payable	\$(16,262,242)
Capital leases payable	(1,301,624)
Accrued interest payable	(111,027)
Compensated absences	(724,840)

Net adjustment to reduce <i>fund balance - total governmental funds</i> to arrive at <i>net position - governmental activities</i>	\$(18,399,733)
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Explanation of Certain Differences Between the Governmental Fund Statement of Revenue, Expenditures and Changes in Fund Balances and the Government-wide Statement of Activities

The governmental fund statement of revenue, expenditures and changes in fund balances includes a reconciliation between *net changes in fund balances – total governmental fund* and *changes in net position of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains, “Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.” The details of this \$(1,280,358) difference are as follows:

Capital outlay	\$ 2,668,074
Depreciation expense	(3,948,432)
Net adjustment to decrease <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	\$(1,280,358)

Another element of that reconciliation states, “Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.” The details of this \$10,207 difference are as follows:

Property taxes	\$ 2,106
Ambulance revenue	8,032
Adjudicated fines	69
Net adjustment to increase <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	\$ 10,207

Another element of that reconciliation states, “The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds.” Neither transaction, however, has any effect on net position. The details of this \$2,033,907 difference are as follows:

Principal payments and refundings	\$ 2,243,332
Issuance of debt	(209,425)
Net adjustment to increase <i>fund balance -total governmental funds</i> to arrive at <i>net position - governmental activities</i>	\$ 2,033,907

Another element of that reconciliation states, “Some expenses reported in the statement of activities do not require the use of current financial resources, and therefore are not reported as expenditures in governmental funds.” The details of this \$(16,492) difference are as follows:

Compensated absences	\$ 7,237
Accrued interest	8,033
Deferred charges	(31,762)
Net adjustment to decrease <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	\$(16,492)

3. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

A. Budgetary Information

The City Council follows these procedures in establishing budgetary data reflected in the basic financial statements:

- (1) Prior to September 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following October 1. The operating budget includes proposed expenditures and the means of financing them.
- (2) Public hearings are conducted to obtain taxpayer comments.
- (3) Prior to September 30, the budget is legally enacted through passage of an ordinance.
- (4) The City Manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the City Council.
- (5) Formal budgetary integration is employed as a management control device during the year for the General, Debt Service, and Enterprise Funds. Budgetary control is maintained at the fund level.

Internal budgets are prepared and reviewed by the City Council for expenditures of Special Revenue Funds. These budgeted expenditures are not formally adopted by the City Council. No budgets were prepared for revenue of these funds for the year ended September 30, 2013.

- (6) Budgets for the General and the Debt Service Funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Formal budgeted amounts are as amended by the City Council for the General, Debt Service and Enterprise Funds.
- (7) Budgetary data for the Capital Projects Fund has not been presented in the accompanying basic financial statements, as such funds are budgeted over the life of the respective project and not on an annual basis. Accordingly, formal budgetary integration of the Capital Projects Fund is not employed and comparison of actual results of operations to budgetary data for such fund is not presented.

(8) Budgetary data for the Enterprise and Drainage Utility Funds has not been presented since the reporting on such budgets is not legally required.

Expenditures Over Appropriations

General Fund expenditures in the general government function exceeded appropriations by \$49,666 and the capital outlay function by \$307,835. This overage was funded by under spending in other functions.

4. DETAILED NOTES ON ALL FUNDS

Deposits and Investments

As of September 30, 2013, the City had the following investments:

<u>Investment Type</u>	<u>Fair Value</u>	<u>Weighted Average Maturity (Days)</u>
LOGIC	\$ 24,900,539	57
U. S. Treasuries and Agencies	<u>22,921,697</u>	331
Total fair value	<u>\$ 47,822,236</u>	

The Public Funds Investment Act (Government Code Chapter 2256) contains specific provisions in the areas of investment practices, management reports and establishment of appropriate policies. Among other things, it requires the City to adopt, implement, and publicize an investment policy. That policy must address the following areas: (1) safety of principal and liquidity, (2) portfolio diversification, (3) allowable investments, (4) acceptable risk levels, (5) expected rates of return, (6) maximum allowable stated maturity of portfolio investments, (7) maximum average dollar-weighted maturity allowed based on the stated maturity date for the portfolio, (8) investment staff quality and capabilities, and (9) bid solicitation preferences for certificates of deposit. Statutes authorize the City to invest in (1) obligations of the U. S. Treasury, certain U. S. agencies, and the State of Texas; (2) certificates of deposit, (3) certain municipal securities, (4) money market savings accounts, (5) repurchase agreements, (6) bankers acceptances, (7) Mutual Funds, (8) investment pools, (9) guaranteed investment contracts, and (10) common trust funds. The Act also requires the City to have independent auditors perform test procedures related to investment practices as provided by the Act. The City is in substantial compliance with the requirements of the Act and with local policies.

The City's investment pools are 2a7-like pools. A 2a7-like pool is one which is not registered with the Securities and Exchange Commission ("SEC") as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940.

Interest Rate Risk. In accordance with its investment policy, the government manages its exposure to declines in fair market values by limiting the average dollar weighted maturity of its investment portfolios to a maximum of 540 days.

Custodial Credit Risk. The City maintains a cash and investment pool that combines cash of the various funds in order to maximize investment opportunities. The City's policy and state statutes require that all deposits in financial institutions be insured by the Federal Depository Insurance Corporation (FDIC) or fully collateralized as per the Public Funds Collateral Act. The City's deposits were fully insured or collateralized as required by state statutes as of September 30, 2013.

Credit Risk. It is the City's policy to limit its investments to investment types with an investment quality rating not less than A or its equivalent by a nationally recognized statistical rating organization. The City's investment pools are rated as follows by Standard & Poor's Investors Service.

LOGIC	AAAm
U. S. Treasuries and Agencies	AA+

Receivables

Receivables as of year-end for the government's individual major funds, nonmajor funds and enterprise funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	Governmental Funds				Enterprise Funds		
	General	Capital Projects	Debt Service	Nonmajor Funds	Water and Wastewater	Drainage Utility	Total
Receivables:							
Accounts	\$ 481,413	\$ -	\$ -	\$ -	\$ 2,436,563	\$ 106,680	\$ 3,024,656
Taxes	194,365	-	36,547	-	-	-	230,912
Due from other governments	538,815	-	177	580,922	-	-	1,119,914
Loans	200,000	-	-	-	-	-	200,000
Accrued interest	12,781	2,239	-	3,142	6,927	78	25,167
Gross receivables	1,427,374	2,239	36,724	584,064	2,443,490	106,758	4,600,649
Less: allowance for uncollectibles	(384,898)	-	-	-	(21,721)	-	(406,619)
Net total receivables	\$ 1,042,476	\$ 2,239	\$ 36,724	\$ 584,064	\$ 2,421,769	\$ 106,758	\$ 4,194,030

Governmental funds report *deferred revenue* in connection with receivables for revenue that is not considered to be available to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of *deferred revenue* and *unearned revenue* reported in the governmental funds were as follows:

	Unavailable	Unearned
General fund		
Delinquent property taxes receivable	\$ 194,365	\$ -
Ambulance charges for services	48,136	-
Municipal court fines	14,418	-
Other	-	1,835
Total general fund	256,919	1,835
Debt service fund		
Delinquent property taxes receivable	36,547	-
Total debt service fund	36,547	-
Total governmental funds	\$ 293,466	\$ 1,835

The City's property tax is levied each October 1 on the assessed value listed as of the prior January 1 for all real property and certain personal property located in the City. Tax liens attach as of January 1. The assessed value, net of exemptions, upon which the fiscal 2013 levy was based, was \$3,791,706,860.

Property taxes are limited by the Texas constitution to \$2.50 per \$100 of assessed valuation and by City Charter to \$1.50 per \$100 valuation. Also, the tax rate set per budget year shall not result in property tax revenue increase greater than seven percent of the total property tax revenue collected in the preceding budget year, adjusted for new construction, unless authorized by the voters of the City at a special election. The combined tax rate to finance general governmental service and debt service for the year ended September 30, 2013, was \$.3559 per \$100 of assessed valuation.

Taxes are due by January 31 following the levy date. Tax collections, including related penalties and interest, was \$12,495,586 for the year ended September 30, 2013. Property taxes receivable at September 30, 2013, were \$230,912.

The appraisal of property within the City is the responsibility of a countywide appraisal district as required by legislation passed by the Texas Legislature. The appraisal district is required under such legislation to assess all property within the appraisal district on the basis of 100% of its appraised value and is prohibited from applying any assessment ratios. The value of property within the appraisal district must be reviewed every three years; however, the City may, at its own expense, require annual reviews of appraised values. The City may challenge appraised values established by the appraisal district through various appeals and, if necessary, legal action.

Capital Assets

Capital asset activity for the year ended September 30, 2013, was as follows:

Primary Government

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental activities:				
Capital assets, not being depreciated:				
Land	\$ 9,293,654	\$ -	\$ -	\$ 9,293,654
Construction in progress	1,741,624	1,258,888	(1,204,413)	1,796,099
Total assets not being depreciated	11,035,278	1,258,888	(1,204,413)	11,089,753
Capital assets, being depreciated:				
Buildings and improvements	45,603,909	159,846	-	45,763,755
Machinery and equipment	10,225,015	737,503	(155,650)	10,806,868
Infrastructure	77,197,694	2,173,470	-	79,371,164
Total capital assets being depreciated	133,026,618	3,070,819	(155,650)	135,941,787
Less accumulated depreciation:				
Buildings and improvements	(13,019,800)	(1,448,375)	-	(14,468,175)
Machinery and equipment	(7,061,068)	(912,709)	147,145	(7,826,632)
Improvements other than buildings	(21,171,267)	(1,587,348)	-	(22,758,615)
Total accumulated depreciation	(41,252,135)	(3,948,432)	147,145	(45,053,422)
Total capital assets being depreciated, net	91,774,483	(877,613)	(8,505)	90,888,365
Governmental activities capital assets, net	\$ 102,809,761	\$ 381,275	\$ (1,212,918)	\$ 101,978,118

	Beginning Balance	Increases	Decreases	Ending Balance
Business-type activities:				
Capital assets, not being depreciated:				
Land	\$ 313,057	\$ 15,759	\$ (23,977)	\$ 304,839
Construction in progress	512,948	795,606	(194,251)	1,114,303
Total assets not being depreciated	826,005	811,365	(218,228)	1,419,142
Capital assets, being depreciated:				
Buildings and improvements	53,922	-	-	53,922
Machinery and equipment	1,509,282	471,806	-	1,981,088
Improvements other than buildings	69,054,295	717,543	(40,886)	69,730,952
Total capital assets being depreciated	70,617,499	1,189,349	(40,886)	71,765,962
Less accumulated depreciation:				
Buildings and improvements	(48,328)	(623)	-	(48,951)
Machinery and equipment	(2,441,104)	(124,266)	-	(2,565,370)
Improvements other than buildings	(26,423,799)	(1,751,647)	40,886	(28,134,560)
Total accumulated depreciation	(28,913,231)	(1,876,536)	40,886	(30,748,881)
Total capital assets being depreciated, net	41,704,268	(687,187)	-	41,017,081
Business-type activities capital assets, net	\$ 42,530,273	\$ 124,178	\$ (218,228)	\$ 42,436,223
Component unit:				
Capital assets, not being depreciated:				
Infrastructure	\$ 4,551,672	\$ 1,341,840	\$ -	\$ 5,893,512
Total assets not being depreciated	4,551,672	1,341,840	-	5,893,512
Capital assets, being depreciated:				
Improvements other than buildings	\$ 1,800,940	\$ 7,580	\$ -	\$ 1,808,520
Total capital assets being depreciated	1,800,940	7,580	-	1,808,520
Less accumulated depreciation:				
Improvements other than buildings	\$ (144,075)	\$ (36,777)	\$ -	\$ (180,852)
Total accumulated depreciation	(144,075)	(36,777)	-	(180,852)
Total capital assets being depreciated, net	1,656,865	(29,197)	-	1,627,668
Component unit capital assets, net	\$ 6,208,537	\$ 1,312,643	\$ -	\$ 7,521,180

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental activities:	
General government	\$ 384,168
Community development	673
Fire and rescue	468,087
Leisure services	1,072,283
Maintenance	5,028
Police	292,411
Streets and drainage	1,725,782
Total depreciation expense - governmental activities	\$ 3,948,432
Business-type activities:	
Water and wastewater	\$ 1,756,447
Drainage utility	120,089
Total depreciation expense - business-type activities	\$ 1,876,536

Construction Commitments

The government has active construction projects as of September 30, 2013. The major projects are listed as follows:

<u>Project</u>	<u>Spent-to-date</u>	<u>Remaining Commitment</u>
Colleyville Blvd (SH26) Utility Relocations - Phase 1	\$ 1,214,336	\$ 925,664
Total	\$ 1,214,336	\$ 925,664

Interfund Transactions

Interfund receivables and payables at September 30, 2013 consisted of the following:

Due From/To Other funds

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General	Nonmajor governmental	\$ 52,648

Balances resulted from the time lag between the dates that 1) interfund goods and services are provided on reimbursable expenditures occur, and 2) transactions are recorded in the accounting system, and 3) payments between funds are made.

The composition of interfund transfers as of September 30, 2013, is as follows:

Interfund Transfers

	<u>Transfer In</u>				<u>Total</u>
	<u>General</u>	<u>Capital Projects</u>	<u>Debt Service</u>	<u>Nonmajor Government Funds</u>	
Transfer Out:					
General	\$ -	\$ 2,158,573	\$ -	\$ 231,000	\$ 2,389,573
Nonmajor governmental	12	-	505,924	181,331	687,267
Drainage fee	-	-	-	19,032	19,032
Water and wastewater	<u>1,049,222</u>	<u>-</u>	<u>-</u>	<u>44,286</u>	<u>1,093,508</u>
Total Transfers Out	<u>\$ 1,049,234</u>	<u>\$ 2,158,573</u>	<u>\$ 505,924</u>	<u>\$ 475,649</u>	<u>\$ 4,189,380</u>

The transfer of \$1,049,222 from the Utility Fund to the General Fund represents the 2013 Administrative transfer and the franchise fee based on gross water and wastewater revenue of the prior year's audited financial statements. The transfer of \$2,389,573 from the General Fund to the Capital Projects and nonmajor governmental funds represents transfers for capital replacement. The transfer of \$505,924 from the Crime District to the Debt Service Fund is for the repayment of debt. All principal and interest is paid from the Debt Service Fund's bank account.

Long-term Liabilities

General Obligation Bonds

The government issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds have been issued for governmental activities. The original amount of general obligation bonds issued in prior years was \$21,985,000.

General obligation bonds are direct obligations and pledge the full faith and credit of the government. These bonds generally are issued as 20-year serial bonds with equal amounts of principal maturing each year. General obligation bonds currently outstanding are as follows:

<u>Purpose</u>	<u>Interest Rates</u>	<u>Amount</u>
Governmental activities	2% - 4%	\$ <u>16,275,000</u>
		\$ <u><u>16,275,000</u></u>

Long-term liability activity for the year ended September 30, 2013, was as follows:

	<u>Balance September 30, 2012</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance September 30, 2013</u>	<u>Amounts Due Within One Year</u>
<u>Governmental activities</u>					
General obligation bonds and certificates of obligation	\$ 9,975,000	\$ -	\$ 1,300,000	\$ 8,675,000	\$ 1,015,000
Premium on bonds	5,249	-	656	4,593	-
Deferred loss on refunding	(46,328)	-	(5,791)	(40,537)	-
Sales tax revenue bonds	7,954,732	-	331,546	7,623,186	340,000
Capital lease obligations	1,709,120	209,425	616,921	1,301,624	327,586
Compensated absences	732,077	255,546	262,783	724,840	144,968
Total governmental activities	<u>20,329,850</u>	<u>464,971</u>	<u>2,506,115</u>	<u>18,288,706</u>	<u>1,827,554</u>
<u>Business-type activities</u>					
Revenue bonds and certificates of obligation	4,195,000	-	975,000	3,220,000	995,000
Premium on bonds	89,780	-	9,975	79,805	-
Loss on refunding	(150,215)	-	(16,690)	(133,525)	-
Compensated absences	90,969	55,632	41,708	104,893	20,979
Total business-type activities	<u>4,225,534</u>	<u>55,632</u>	<u>1,009,993</u>	<u>3,271,173</u>	<u>1,015,979</u>
Total primary government	<u>\$ 24,555,384</u>	<u>\$ 520,603</u>	<u>\$ 3,516,108</u>	<u>\$ 21,559,879</u>	<u>\$ 2,843,533</u>
<u>Component unit</u>					
Tax increment financing fund revenue bonds	\$ 4,765,000	\$ -	\$ 540,000	\$ 4,225,000	\$ 555,000
Bond premium	146,828	-	20,976	125,852	-
Loss on refunding	(36,568)	-	(5,224)	(31,344)	-
Total component unit	<u>\$ 4,875,260</u>	<u>\$ -</u>	<u>\$ 555,752</u>	<u>\$ 4,319,508</u>	<u>\$ 555,000</u>

For the governmental activities, compensated absences are generally liquidated by the General Fund.

Governmental activities long-term liabilities at September 30, 2013, consisted of the following:

General obligation bonds and certificates of obligation serviced by property tax revenue:

\$4,895,000 Series 2006 General Obligation Refunding bonds due in annual installments of \$25,000 to \$540,000 through February 15, 2019; interest at 3.64%.	\$ 2,915,000
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\$4,575,000 Series 2007 General Obligation Bonds due in annual installments of \$50,000 to \$555,000 through February 15, 2027; interest at 4.00%.	4,325,000
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\$2,945,000 Series 2011 General Obligation Refunding Bonds due in annual installments of \$135,000 to \$800,000 through February 15, 2020; interest at 2.00% to 4.00%.	<u>1,435,000</u>
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Total General Obligation Bonds and Certificates of Obligation	\$ <u><u>8,675,000</u></u>
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\$9,570,000 Series 2005 Colleyville Economic Development Corporation Refunding and Improvement Sales Tax Revenue Bonds due in annual installments of \$20,000 to \$635,000 through February 15, 2029; interest at 4.10%	\$ 7,600,000
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Unamortized gain on refunding	<u>23,186</u>
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Total Revenue Bonds	\$ <u><u>7,623,186</u></u>
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The funds utilized for the repayment of long-term liabilities for governmental activities are the Debt Service Fund, the Crime District Fund and the Colleyville Economic Development Corporation.

The City's defeased debt as of September 30, 2013, was \$9,599,035.

Business-type activities long-term liabilities at September 30, 2013, consisted of the following:

Water and Wastewater Fund:

\$1,710,000 Series 2004 Waterworks and Wastewater System Refunding Bonds due in annual installments of \$150,000 to \$195,000 through January 1, 2014; interest at 3.73%.	\$ 195,000
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\$3,120,000 Series 2010 Waterworks and Wastewater System Refunding Bonds due in annual installments of \$155,000 to \$580,000 through January 1, 2018; interest at 2.00% - 3.00%.	<u>1,890,000</u>
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Total Water and Wastewater Fund	\$ <u><u>2,085,000</u></u>
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Drainage Utility Fund:

\$1,550,000 Series 2011 Waterworks and Wastewater System Refunding Bonds due in annual installments of \$105,000 to \$225,000 through February 15, 2021; interest at 3.47%.	\$ <u>1,135,000</u>
Total Drainage Utility Fund	\$ <u>1,135,000</u>
Total Business-type activities	\$ <u>3,220,000</u>

The ordinances authorizing the issuance of Waterworks and Wastewater System Revenue Bonds created the Interest and Sinking Fund and Reserve Fund. The gross revenue of the waterworks and wastewater system, after deduction of reasonable expenses of operations and maintenance, are pledged to such funds in amounts equal to the total annual principal and interest requirements of the bonds and amounts required to maintain the Reserve Fund. At September 30, 2013, the City was in compliance with these requirements.

The City's component unit, the Tax Increment Financing District, long-term liabilities at September 30, 2013, consisted of the following:

Tax Increment Financing District

\$5,255,000 Series 2011 Refunding Bonds due in installments of \$490,000 to \$665,000 beginning in 2012 through February 15, 2020; interest at 2.0% to 4.0%.	\$ <u>4,225,000</u>
Total Tax Increment Financing District	\$ <u>4,225,000</u>

Governmental Activities

September 30,	General Obligation Bonds and Certificates of Obligation		Revenue Bonds	
	Principal	Interest	Principal	Interest
2014	\$ 1,015,000	\$ 305,948	\$ 340,000	\$ 304,630
2015	740,000	278,384	355,000	290,383
2016	770,000	251,258	375,000	275,418
2017	795,000	223,179	390,000	259,735
2018	810,000	194,388	400,000	243,540
2019-2023	2,475,000	633,528	2,290,000	949,765
2024-2028	2,070,000	170,600	2,815,000	428,553
2029-2033	<u>-</u>	<u>-</u>	<u>635,000</u>	<u>13,018</u>
	\$ <u>8,675,000</u>	\$ <u>2,057,285</u>	\$ <u>7,600,000</u>	\$ <u>2,765,042</u>

Business-type Activities

<u>September 30,</u>	Revenue Bonds	
	<u>Principal</u>	<u>Interest</u>
2014	\$ 995,000	\$ 79,704
2015	685,000	57,947
2016	450,000	42,446
2017	460,000	28,291
2018	265,000	16,899
2019-2023	<u>365,000</u>	<u>19,345</u>
	<u>\$ 3,220,000</u>	<u>\$ 244,632</u>

Discretely Presented Component Unit - Tax Increment Financing Fund

<u>September 30,</u>	Revenue Bonds	
	<u>Principal</u>	<u>Interest</u>
2014	\$ 555,000	\$ 128,700
2015	565,000	114,675
2016	585,000	97,425
2017	600,000	79,650
2018	615,000	61,425
2019-2023	<u>1,305,000</u>	<u>52,700</u>
	<u>\$ 4,225,000</u>	<u>\$ 534,575</u>

Capital Leases

The City has entered into lease agreements as lessee for financing and acquisition of equipment for the Fire Department. These lease agreements qualify as capital leases for accounting purposes and, therefore, have been recorded at the present value of its future minimum lease payments as of the inception date.

The assets acquired through capital leases are as follows:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>
Asset:		
Machinery and equipment	\$ 2,749,363	\$ 25,500
Less: accumulated depreciation	<u>(877,821)</u>	<u>(23,725)</u>
Total	<u>\$ 1,871,542</u>	<u>\$ 1,775</u>

The future minimum lease obligations and the net present value of these minimum lease payments as of September 30, 2013, were as follows:

	Governmental Activities
2014	\$ 363,808
2015	363,808
2016	314,086
2017	161,419
2018	116,839
2019-2023	<u>116,839</u>
Total minimum lease payments	1,436,799
Less: amount representing interest	<u>(135,175)</u>
Present value of minimum lease payments	<u>\$ 1,301,624</u>

Employees' Retirement System

Plan Description

The City provides pension benefits for all of its eligible employees through a non-traditional, joint contributory, hybrid defined benefit plan in the statewide Texas Municipal Retirement System (TMRS), an agent multiple-employer public employee retirement system. The plan provisions that have been adopted by the City are within the options available in the governing state statutes of TMRS.

TMRS issues a publicly available comprehensive annual financial report that includes financial statements and required supplementary information (RSI) for TMRS; the report also provides detailed explanations of the contributions, benefits and actuarial methods and assumptions used by the System. This report may be obtained by writing to TMRS, P. O. Box 149153, Austin, Texas 78714-9153 or by calling 800-924-8677; in addition, the report is available on TMRS' website at www.TMRS.com.

The plan provisions are adopted by the governing body of the City, within the options available in the state statutes governing TMRS. Plan provisions for the City were as follows:

	<u>Plan Year 2011</u>	<u>Plan Year 2012</u>	<u>Plan Year 2013</u>
Employee deposit rate	7.0%	7.0%	7.0%
Matching ratio (city to employee)	2 to 1	2 to 1	2 to 1
Years required for vesting	5	5	5
Service retirement eligibility (expressed as age/years of service)	60/5, 0/20	60/5, 0/20	60/5, 0/20
Updated service credit	100% repeating, transfers	100% repeating, transfers	100% repeating, transfers
Annuity increase (to retirees)	70% of CPI	0% of CPI	0% of CPI

Contributions

Under the state law governing TMRS, the contribution rate for each City is determined annually by the actuary, using the Projected Unit Credit actuarial cost method. This rate consists of the normal cost contribution rate and the prior service cost contribution rate, which is calculated to be a level percent of payroll from year to year. The normal cost contribution rate finances the portion of an active member's projected benefit allocated annually; the prior service contribution rate amortizes the unfunded (overfunded) actuarial liability (asset) over the applicable period for that city. Both the normal cost and prior service contribution rates include recognition of the projected impact of annually repeating benefits, such as Updated Service Credits and Annuity Increases.

The City contributes to the TMRS Plan at an actuarially determined rate. Both the employees and the City make contributions monthly. Since the City needs to know its contribution rate in advance for budgetary purposes, there is a one-year delay between the actuarial valuation that serves as the basis for the rate and the calendar year when the rate goes into effect. The annual pension cost and net pension obligation/(asset) are as follows:

Accounting Year Ending	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
09/30/11	1,220,839	100%	-
09/30/12	817,843	100%	-
09/30/13	743,803	100%	-

The required contribution rates for fiscal year 2013 were determined as part of the December 31, 2009 and 2010 actuarial valuations. Additional information as of the latest actuarial valuation, December 31, 2011, also follows:

Actuarial Valuation Date	12/31/10	12/31/11	12/31/12
Actuarial cost method	Projected Unit Credit	Projected Unit Credit	Projected Unit Credit
Amortization method	Level percent of payroll	Level percent of payroll	Level percent of payroll
Asset valuation method	10-year smoothed market	10-year smoothed market	10-year smoothed market
Actuarial Assumptions:			
Investment rate of return	7.0%	7.0%	7.0%
Projected salary increases	varies by age and service	varies by age and service	varies by age and service
Inflation	3.0%	3.0%	3.0%
Cost-of-living adjustments	0%	0%	0%
GASB 25 Equivalent Single amortization period	38.3 years; closed period	27.3 years; closed period	26.8 years; closed period
Amortization period for new gains/losses	25 years	25 years	25 years

Funded Status and Fund Progress

The funded status as of December 31, 2012, the most recent actuarial valuation date, is presented as follows:

Actuarial accrued liability (AAL)	\$ 38,639,275
Actuarial value of plan assets	<u>41,091,987</u>
Unfunded (overfunded) actuarial accrued liability (UAAL)	<u><u>\$ (2,452,712)</u></u>
Funded ratio (actuarial value of plan assets/ALL)	106.3%
Covered payroll (annual payroll of active employees covered by the plan)	<u>9,940,381</u>
UAAL as a percentage of covered payroll	(24.7%)

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Actuarially determined amounts are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. Actuarial calculations are based on the benefits provided under the terms of the substantive plan in effect at the time of each valuation, and reflect a long-term perspective. Consistent with that perspective, actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

Water and Wastewater Contracts

The City has two contracts with the Trinity River Authority of Texas (TRA) for the purchase of treated water and for the transportation, treatment and disposal of sanitary sewage and other waste. The initial terms of the contracts are 35 and 50 years, and they expire in 2014 and 2023. While the provisions of each of the contracts vary, each contract basically requires the City to pay varying amounts based on the costs associated with water purchased and sewage transported and/or treated and disposed. The cost includes the City's proportionate share of TRA's operating and maintenance expenses, related debt service costs, and certain other miscellaneous charges. Purchases of treated water and charges for the transportation, treatment and disposal of sewage and other wastes during fiscal year 2013 amounted to approximately \$6,445,717 and \$1,995,708, respectively.

Advances from Developers

Developers are required by ordinance to construct perimeter streets and related storm drainage facilities. The developer may request a waiver from the Council for the construction requirements and instead deposit escrow funds with the City equal to one-half of the estimated cost of construction, which are utilized by the City to complete the project at some later date. At September 30, 2013, developers had escrowed \$2,958,302 with the City in connection with developer agreements.

Contingent Liabilities

The City has been named as a defendant or co-defendant in a number of legal actions. While the outcome of these cases is not known at this time, City management believes that any awards to insured parties which must be paid in excess of amounts covered by insurance will not be material to the financial position of the City.

Risk Financing and Insurance

The City is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During the fiscal year 1974, the City joined the Texas Municipal League Workers Compensation Joint Insurance Fund for risks related to employees. During the fiscal year 1992, the City joined the Texas Municipal League Joint Insurance Fund for risks related to general liability, property and errors and omissions. Premiums are paid to the Pool, which retains a limit of loss. Reinsurance companies insure the risks beyond those limits. The City retains, as a risk, only the deductible amount of each policy. There have been no significant reductions in insurance coverage and no settlements exceeded insurance coverage in the past three fiscal years.

Other Postemployment Benefits

Supplemental Death Benefits Fund

The City also participates in the cost sharing multiple-employer defined benefit group term life insurance plan operated by the Texas Municipal Retirement System (TMRS) known as the Supplemental Death Benefits Fund (SDBF). The City elected, by ordinance to provide group term life insurance coverage to both current and retired employees. The City may terminate coverage under and discontinue participation in the SDBF by adopting an ordinance before November 1 of any year to be effective the following January 1.

The death benefit for active employees provides a lump sum payment approximately equal to the employee's annual salary (calculated based on the employee's actual earnings, for the 12-month period preceding the month of death); retired employees are insured for \$7,500; this coverage is an "other postemployment benefit," or OPEB.

The City's contributions to the TMRS SDBF for the years ended 2013, 2012, and 2011 were \$15,132, \$14,480, and \$9,752, respectively, which equaled the required contributions each year.

Schedule of Contribution Rates			
Accounting Year Ending	Annual Required Contribution (Rate)	Actual Contribution Made (Rate)	Percentage of ARC Contributed
09/30/11	.02%	.02%	100%
09/30/12	.013%	.013%	100%
09/30/13	.015%	.015%	100%

SUBSEQUENT EVENT

On December 20, 2013, the City issued \$7,360,000 of Colleyville Economic Development Corporation Sales Tax Revenue Refunding Bonds, Series 2013. These bonds will refund the Colleyville Economic Development Corporation Refunding and Improvement Sales Tax Subordinate Lien Revenue Bonds, Series 2005. The interest rate on the bonds is 4.1% and the maturity date is February 15, 2029.

**REQUIRED
SUPPLEMENTARY INFORMATION**

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CITY OF COLLEYVILLE, TEXAS

REQUIRED SUPPLEMENTARY INFORMATION

TEXAS MUNICIPAL RETIREMENT SYSTEM

SCHEDULE OF FUNDING PROGRESS

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability</u>	<u>Funded Ratio</u>	<u>Unfunded (Overfunded) Actuarial Accrued Liability</u>	<u>Annual Covered Payroll</u>	<u>Unfunded Actuarial Accrued Liability as a Percentage of Covered Payroll</u>
12/31/2010	\$ 35,451,160	\$ 34,974,234	101.4%	\$(476,926)	\$ 10,125,274	(4.7%)
12/31/2011	38,477,205	36,643,865	105.0%	(1,833,340)	9,661,349	(19.0%)
12/31/2012	41,091,987	38,639,275	106.3%	(2,452,712)	9,940,381	(24.7%)

NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes.

Voluntary Park – This fund is used to account for the operations for which voluntary contributions by citizens are used. Contributions are used primarily to support park activities.

Voluntary Library – This fund is used to account for the operations for which voluntary contributions by citizens are used. Contributions are used primarily to support library activities.

Police Asset Forfeiture – This fund is used to account for activity related to seizure of assets in criminal-related activities.

Tree Preservation – This fund is used to account for operations related to replacement of trees, which are eliminated due to commercial development. Contributions are received from entities that are developing the property.

Library Donation – This fund is used to account for private and corporate donations for capital purchases related to the library building for the City.

Recreational Event – This fund is used to account for activities related to athletic events for the City.

Colleyville Center Development – This fund is used to account for contributions received to construct a community center.

Recycling – This fund is used to account for the promotion of recycling activities in the City of Colleyville. Contributions are received from the holder of the City's recycling franchise.

LEOSE (Law Enforcement Officer Standards and Education) – This fund is used to account for activities related to the continuing education of qualified law enforcement officers as funded by the State of Texas LEOSE Account.

Colleyville Economic Development – This fund is used to account for the use of bond proceeds and sales tax revenues for municipal park improvements, the purchase of land and equipment for additional neighborhood parks and for the construction of a community center and library.

Crime District – This fund is used to account for the Colleyville Crime Control and Prevention District formed to act on behalf of the City for financing the development of crime control throughout the City.

Kidsville Maintenance – This fund is used to account for contributions received for the maintenance of Kidsville Playground.

Special Donations – This fund is used to account for various donations made to the City for specific projects.

Court Technology – This fund is used to account for the collection and use of fines collected to be specifically used on technology for the court.

Court Security – This fund is used to account for the collection and use of fines collected to be specifically used for security purposes.

TDPA Grant – This fund is used to account for grant proceeds received for the acquisition of equipment and expenditures relating to fire and rescue.

Public Art – This fund is used to account for the acquisition of art to be placed in City owned facilities with high public visibility.

Juvenile Case Manager – This fund is used to account for staff, whose primary role is handling juvenile defendants in terms of teen court dockets, all school violations including truancy, failure to attend school and parental noncompliance violations, and mandatory classes for drug, tobacco and alcohol defendants, as permitted by state statute.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust funds.

Colleyville Tomorrow Fund – is used to account for proceeds received on gas leases on City-owned property to be used for capital purchases.

Parks Tomorrow Fund – This fund is used to account for proceeds received on gas leases on City-owned parks property for parks capital projects.

Park Land Dedication Fund – This fund is used to account for the acquisition of land for new park sites and to make improvements to or expand existing parks to better serve new development. Fees collected from the developers of residential and commercial development finance the improvements.

Colleyville Economic Development Corporation (CEDC) – This fund is used to account for financial resources to be used for the acquisition or construction or CEDC capital facilities. Financing is provided primarily by the revenue from certificate of obligation bonds.

Capital and Cable Equipment Replacement – This fund is used to account for the replacement of cable equipment and other capital equipment.

Kimzey Park – This fund is used to account for the construction of Kimzey Park. The source of funding was a Texas Parks and Wildlife state grant.

CITY OF COLLEYVILLE, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

SEPTEMBER 30, 2013

	Special Revenue Funds		
	Voluntary Park	Voluntary Library	Police Asset Forfeiture
ASSETS			
Cash and cash equivalents	\$ 27,767	\$ 28,781	\$ 6,687
Investments	599,675	359,145	-
Due from other governments	-	-	-
Accrued interest	<u>332</u>	<u>388</u>	<u>-</u>
Total assets	<u>\$ 627,774</u>	<u>\$ 388,314</u>	<u>\$ 6,687</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ -	\$ -	\$ -
Accrued liabilities	-	-	-
Due to other funds	-	-	-
Advances from developers	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances:			
Restricted	-	-	6,687
Committed	627,774	388,314	-
Assigned	-	-	-
Unreserved	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>627,774</u>	<u>388,314</u>	<u>6,687</u>
Total liabilities and fund balances	<u>\$ 627,774</u>	<u>\$ 388,314</u>	<u>\$ 6,687</u>

Special Revenue Funds

<u>Tree Preservation</u>	<u>Library Donation</u>	<u>Recreational Event</u>	<u>Colleyville Center Development</u>	<u>Recycling</u>	<u>LEOSE</u>
\$ 18,427	\$ 127,441	\$ -	\$ 5,857	\$ 3,648	\$ 8,356
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>18,427</u>	<u>127,441</u>	<u>-</u>	<u>5,857</u>	<u>3,648</u>	<u>8,356</u>
\$ -	\$ -	\$ -	\$ -	\$ 5,969	\$ -
-	-	-	-	-	-
-	-	-	-	-	-
13,724	-	-	-	-	-
<u>13,724</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,969</u>	<u>-</u>
-	127,441	-	5,857	-	8,356
4,703	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	(2,321)	-
<u>4,703</u>	<u>127,441</u>	<u>-</u>	<u>5,857</u>	<u>(2,321)</u>	<u>8,356</u>
<u>\$ 18,427</u>	<u>\$ 127,441</u>	<u>\$ -</u>	<u>\$ 5,857</u>	<u>\$ 3,648</u>	<u>\$ 8,356</u>

CITY OF COLLEYVILLE, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

SEPTEMBER 30, 2013

	Special Revenue Funds		
	Colleyville Economic Development	Crime District	Kidsville Maintenance
ASSETS			
Cash and cash equivalents	\$ 1,444,979	\$ 997,081	\$ 20,426
Investments	561,623	-	-
Due from other governments	272,101	228,703	-
Accrued interest	<u>1,224</u>	<u>-</u>	<u>-</u>
Total assets	<u>\$ 2,279,927</u>	<u>\$ 1,225,784</u>	<u>\$ 20,426</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 2,554	\$ 53	\$ -
Accrued liabilities	-	9,147	-
Due to other funds	-	-	-
Advances from developers	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>2,554</u>	<u>9,200</u>	<u>-</u>
Fund balances:			
Restricted	2,277,373	1,216,584	20,426
Committed	-	-	-
Assigned	-	-	-
Unreserved	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>2,277,373</u>	<u>1,216,584</u>	<u>20,426</u>
Total liabilities and fund balances	<u>\$ 2,279,927</u>	<u>\$ 1,225,784</u>	<u>\$ 20,426</u>

Special Revenue Funds

<u>Special Donations</u>	<u>Court Technology</u>	<u>Court Security</u>	<u>TDPA Grant</u>	<u>Public Art</u>	<u>Juvenile Case Manager</u>
\$ 54,046	\$ -	\$ 72,960	\$ 8,133	\$ 7,904	\$ -
-	-	-	-	-	-
-	79,169	949	-	-	-
-	-	-	-	-	-
<u>\$ 54,046</u>	<u>\$ 79,169</u>	<u>\$ 73,909</u>	<u>\$ 8,133</u>	<u>\$ 7,904</u>	<u>\$ -</u>
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9
-	-	-	-	-	1,664
-	51,667	-	-	-	981
-	-	-	-	-	-
-	51,667	-	-	-	2,654
54,046	27,502	73,909	8,133	-	-
-	-	-	-	-	-
-	-	-	-	7,904	-
-	-	-	-	-	(2,654)
<u>54,046</u>	<u>27,502</u>	<u>73,909</u>	<u>8,133</u>	<u>7,904</u>	<u>(2,654)</u>
<u>\$ 54,046</u>	<u>\$ 79,169</u>	<u>\$ 73,909</u>	<u>\$ 8,133</u>	<u>\$ 7,904</u>	<u>\$ -</u>

CITY OF COLLEYVILLE, TEXAS

COMBINING BALANCE SHEET

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

SEPTEMBER 30, 2013

	Capital Project Funds		
	Colleyville Tomorrow	Parks Tomorrow	Park Land Dedication
ASSETS			
Cash and cash equivalents	\$ 1,880,646	\$ 1,201,299	\$ 24,199
Investments	375,242	-	1,601,354
Due from other governments	-	-	-
Accrued interest	<u>163</u>	<u>-</u>	<u>987</u>
Total assets	<u>\$ 2,256,051</u>	<u>\$ 1,201,299</u>	<u>\$ 1,626,540</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ -	\$ -	\$ -
Accrued liabilities	-	-	-
Due to other funds	-	-	-
Advances from developers	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Fund balances:			
Restricted	-	-	-
Committed	2,256,051	1,201,299	1,626,540
Assigned	-	-	-
Unreserved	<u>-</u>	<u>-</u>	<u>-</u>
Total fund balances	<u>2,256,051</u>	<u>1,201,299</u>	<u>1,626,540</u>
Total liabilities and fund balances	<u>\$ 2,256,051</u>	<u>\$ 1,201,299</u>	<u>\$ 1,626,540</u>

Capital Project Funds			
CEDC Capital Project	Capital and Cable Equipment Replacement	Kimzey Park	Total Governmental Funds
\$ 175,070	\$ 452,648	\$ 3,576	\$ 6,569,931
-	450,011	-	3,947,050
-	-	-	580,922
-	48	-	3,142
<u>\$ 175,070</u>	<u>\$ 902,707</u>	<u>\$ 3,576</u>	<u>\$ 11,101,045</u>
\$ 21,245	\$ -	\$ -	\$ 29,830
-	-	-	10,811
-	-	-	52,648
-	-	-	13,724
<u>21,245</u>	<u>-</u>	<u>-</u>	<u>107,013</u>
-	-	-	3,826,314
153,825	-	3,576	6,262,082
-	902,707	-	910,611
-	-	-	(4,975)
<u>153,825</u>	<u>902,707</u>	<u>3,576</u>	<u>10,994,032</u>
<u>\$ 175,070</u>	<u>\$ 902,707</u>	<u>\$ 3,576</u>	<u>\$ 11,101,045</u>

CITY OF COLLEYVILLE, TEXAS
COMBINING STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS

FOR THE YEAR ENDED SEPTEMBER 30, 2013

	Special Revenue Funds		
	Voluntary Park	Voluntary Library	Police Asset Forfeiture
REVENUES			
Taxes	\$ -	\$ -	\$ -
Fees and fines	-	-	-
Intergovernmental	-	-	-
Charges for services	-	-	-
Donations	153,949	153,949	-
Investment earnings	2,441	949	-
Miscellaneous	-	-	-
Total revenues	<u>156,390</u>	<u>154,898</u>	<u>-</u>
EXPENDITURES			
Current:			
General government	-	-	-
Community development and engineering	-	-	-
Fire and rescue	-	-	-
Leisure services	-	135,667	-
Municipal court	-	-	-
Police	-	-	486
Debt service:			
Principal	-	-	-
Interest and other charges	-	-	-
Capital outlay	-	-	-
Total expenditures	<u>-</u>	<u>135,667</u>	<u>486</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>156,390</u>	<u>19,231</u>	<u>(486)</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	-	-	-
Transfers out	-	-	-
Total other financing sources and uses	<u>-</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	<u>156,390</u>	<u>19,231</u>	<u>(486)</u>
FUND BALANCES, BEGINNING	<u>471,384</u>	<u>369,083</u>	<u>7,173</u>
FUND BALANCES, ENDING	<u>\$ 627,774</u>	<u>\$ 388,314</u>	<u>\$ 6,687</u>

Special Revenue Funds

Tree Preservation	Library Donation	Recreational Event	Colleyville Center Development	Recycling	LEOSE
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	-	-	-	-	-
-	3,000	-	-	-	-
-	-	-	-	-	-
-	15,044	1,600	-	-	-
-	-	-	-	-	-
-	-	-	-	15,000	-
-	18,044	1,600	-	15,000	-
-	-	-	-	19,051	-
-	-	-	-	-	-
-	-	-	-	-	50
500	31,434	1,827	592	-	-
-	-	-	-	-	-
-	-	-	-	-	550
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
500	31,434	1,827	592	19,051	600
(500)	(13,390)	(227)	(592)	(4,051)	(600)
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
(500)	(13,390)	(227)	(592)	(4,051)	(600)
5,203	140,831	227	6,449	1,730	8,956
\$ 4,703	\$ 127,441	\$ -	\$ 5,857	\$ (2,321)	\$ 8,356

CITY OF COLLEYVILLE, TEXAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

FOR THE YEAR ENDED SEPTEMBER 30, 2013

	Special Revenue Funds		
	Colleyville Economic Development	Crime District	Kidsville Maintenance
REVENUES			
Taxes	\$ 1,534,635	\$ 1,294,043	\$ -
Fees and fines	-	-	-
Intergovernmental	-	-	-
Charges for services	-	-	-
Donations	5,000	-	-
Investment earnings	3,620	1,195	-
Miscellaneous	-	-	-
Total revenues	<u>1,543,255</u>	<u>1,295,238</u>	<u>-</u>
EXPENDITURES			
Current:			
General government	-	-	-
Community development and engineering	127,196	-	-
Fire and rescue	-	-	-
Leisure services	202,763	-	-
Municipal court	-	-	-
Police	-	501,764	-
Debt service:			
Principal	330,000	-	-
Interest and other charges	318,365	-	-
Capital outlay	<u>121,072</u>	<u>191,247</u>	<u>-</u>
Total expenditures	<u>1,099,396</u>	<u>693,011</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>443,859</u>	<u>602,227</u>	<u>-</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	-	-	-
Transfers out	(165,331)	(521,924)	-
Total other financing sources and uses	<u>(165,331)</u>	<u>(521,924)</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	278,528	80,303	-
FUND BALANCES, BEGINNING	<u>1,998,845</u>	<u>1,136,281</u>	<u>20,426</u>
FUND BALANCES, ENDING	<u>\$ 2,277,373</u>	<u>\$ 1,216,584</u>	<u>\$ 20,426</u>

Special Revenue Funds

Special Donations	Court Technology	Court Security	TDPA Grant	Public Art	Juvenile Case Manager
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	32,415	47,588	-	-	28,359
5,247	-	-	-	-	-
-	79,169	-	-	-	-
36,790	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>42,037</u>	<u>111,584</u>	<u>47,588</u>	<u>-</u>	<u>-</u>	<u>28,359</u>
-	-	-	-	-	-
-	-	-	-	-	-
5,151	-	-	4,027	-	-
2,673	-	-	-	-	-
-	125,194	24,197	-	-	31,008
8,162	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
12,035	-	-	-	-	-
<u>28,021</u>	<u>125,194</u>	<u>24,197</u>	<u>4,027</u>	<u>-</u>	<u>31,008</u>
<u>14,016</u>	<u>(13,610)</u>	<u>23,391</u>	<u>(4,027)</u>	<u>-</u>	<u>(2,649)</u>
-	-	-	-	-	-
-	(4)	(3)	-	-	(5)
-	(4)	(3)	-	-	(5)
14,016	(13,614)	23,388	(4,027)	-	(2,654)
<u>40,030</u>	<u>41,116</u>	<u>50,521</u>	<u>12,160</u>	<u>7,904</u>	<u>-</u>
<u>\$ 54,046</u>	<u>\$ 27,502</u>	<u>\$ 73,909</u>	<u>\$ 8,133</u>	<u>\$ 7,904</u>	<u>\$ (2,654)</u>

CITY OF COLLEYVILLE, TEXAS

COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES

NONMAJOR GOVERNMENTAL FUNDS

(Continued)

FOR THE YEAR ENDED SEPTEMBER 30, 2013

	Capital Project Funds		
	Colleyville Tomorrow	Parks Tomorrow	Park Land Dedication
REVENUES			
Taxes	\$ -	\$ -	\$ -
Fees and fines	-	-	-
Intergovernmental	-	-	-
Charges for services	-	-	-
Donations	-	-	120,734
Investment earnings	3,550	1,763	4,914
Miscellaneous	-	-	-
Total revenues	<u>3,550</u>	<u>1,763</u>	<u>125,648</u>
EXPENDITURES			
Current:			
General government	-	-	-
Community development and engineering	-	-	-
Fire and rescue	-	-	-
Leisure services	-	716	-
Municipal court	-	-	-
Police	-	-	-
Debt service:			
Principal	-	-	-
Interest and other charges	-	-	-
Capital outlay	<u>303,980</u>	<u>-</u>	<u>-</u>
Total expenditures	<u>303,980</u>	<u>716</u>	<u>-</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(300,430)</u>	<u>1,047</u>	<u>125,648</u>
OTHER FINANCING SOURCES (USES)			
Transfers in	228,649	-	-
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>
Total other financing sources and uses	<u>228,649</u>	<u>-</u>	<u>-</u>
NET CHANGE IN FUND BALANCES	<u>(71,781)</u>	<u>1,047</u>	<u>125,648</u>
FUND BALANCES, BEGINNING	<u>2,327,832</u>	<u>1,200,252</u>	<u>1,500,892</u>
FUND BALANCES, ENDING	<u>\$ 2,256,051</u>	<u>\$ 1,201,299</u>	<u>\$ 1,626,540</u>

Capital Project Funds			
CEDC Capital Project	Capital and Cable Equipment Replacement	Kimzey Park	Total Governmental Funds
\$ -	\$ -	\$ -	\$ 2,828,678
-	-	-	108,362
-	-	-	8,247
-	-	-	79,169
-	-	-	487,066
-	1,934	-	20,366
-	-	-	15,000
-	1,934	-	3,546,888
-	107,714	-	126,765
-	-	-	127,196
-	-	-	9,228
74,947	-	-	451,119
-	-	-	180,399
-	44,889	-	555,851
-	-	-	330,000
-	-	-	318,365
86,066	138,581	-	852,981
161,013	291,184	-	2,951,904
(161,013)	(289,250)	-	594,984
-	247,000	-	475,649
-	-	-	(687,267)
-	247,000	-	(211,618)
(161,013)	(42,250)	-	383,366
314,838	944,957	3,576	10,610,666
\$ 153,825	\$ 902,707	\$ 3,576	\$ 10,994,032

CITY OF COLLEYVILLE, TEXAS

DEBT SERVICE FUND

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL

FOR THE YEAR ENDED SEPTEMBER 30, 2013

	<u>Budget</u>	<u>Actual</u>	Variance with Budget - Positive (Negative)
REVENUES			
Taxes	\$ 1,338,147	\$ 1,480,388	\$ 142,241
Investment earnings	<u>2,375</u>	<u>1,595</u>	<u>(780)</u>
Total revenues	<u>1,340,522</u>	<u>1,481,983</u>	<u>141,461</u>
EXPENDITURES			
Debt service:			
Principal retirement	1,916,921	1,916,921	-
Interest and fiscal charges	<u>379,525</u>	<u>378,775</u>	<u>750</u>
Total expenditures	<u>2,296,446</u>	<u>2,295,696</u>	<u>750</u>
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	<u>(955,924)</u>	<u>(813,713)</u>	<u>142,211</u>
OTHER FINANCING SOURCES			
Transfers in	<u>505,924</u>	<u>505,924</u>	<u>-</u>
Total other financing sources	<u>505,924</u>	<u>505,924</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>(450,000)</u>	<u>(307,789)</u>	<u>142,211</u>
FUND BALANCE, BEGINNING	<u>1,239,412</u>	<u>1,239,412</u>	<u>-</u>
FUND BALANCE, ENDING	<u>\$ 789,412</u>	<u>\$ 931,623</u>	<u>\$ 142,211</u>

AGENCY FUNDS

Employee Activity Fund – This fund is used to account for funds held by the City for the benefit of employees of the City.

Sesquicentennial Fund – This fund is used to account for funds held by the City for the benefit of the City of Colleyville's historical purposes.

CITY OF COLLEYVILLE, TEXAS

COMBINING STATEMENT OF FIDUCIARY NET POSITION

AGENCY FUNDS

SEPTEMBER 30, 2013

	Employee Activity Fund	Sesquicentennial Fund	Total
ASSETS			
Cash and cash equivalents	\$ <u>6,410</u>	\$ <u>17,873</u>	\$ <u>24,283</u>
Total assets	\$ <u><u>6,410</u></u>	\$ <u><u>17,873</u></u>	\$ <u><u>24,283</u></u>
LIABILITIES			
Due to other agencies and individuals	\$ <u>6,410</u>	\$ <u>17,873</u>	\$ <u>24,283</u>
Total liabilities	\$ <u><u>6,410</u></u>	\$ <u><u>17,873</u></u>	\$ <u><u>24,283</u></u>

CITY OF COLLEYVILLE, TEXAS
COMBINING STATEMENT OF CHANGES IN
ASSETS AND LIABILITIES
AGENCY FUNDS
FOR THE YEAR ENDED SEPTEMBER 30, 2013

Employee Activity Fund				
	Balance 10/01/12	Additions	Deletions	Balance 09/30/13
Cash and cash equivalents	\$ 6,366	\$ 3,189	\$ 3,145	\$ 6,410
Total assets	<u>\$ 6,366</u>	<u>\$ 3,189</u>	<u>\$ 3,145</u>	<u>\$ 6,410</u>
Due to other agencies and individuals	\$ 6,366	\$ 3,189	\$ 3,145	\$ 6,410
Total liabilities	<u>\$ 6,366</u>	<u>\$ 3,189</u>	<u>\$ 3,145</u>	<u>\$ 6,410</u>

Sesquicentennial Fund				
	Balance 10/01/12	Additions	Deletions	Balance 09/30/13
Cash and cash equivalents	\$ 17,538	\$ 335	\$ -	\$ 17,873
Total assets	<u>\$ 17,538</u>	<u>\$ 335</u>	<u>\$ -</u>	<u>\$ 17,873</u>
Due to other agencies and individuals	\$ 17,538	\$ 335	\$ -	\$ 17,873
Total liabilities	<u>\$ 17,538</u>	<u>\$ 335</u>	<u>\$ -</u>	<u>\$ 17,873</u>

Total Agency Funds				
	Balance 10/01/12	Additions	Deletions	Balance 09/30/13
Cash and cash equivalents	\$ 23,904	\$ 3,524	\$ 3,145	\$ 24,283
Total assets	<u>\$ 23,904</u>	<u>\$ 3,524</u>	<u>\$ 3,145</u>	<u>\$ 24,283</u>
Due to other agencies and individuals	\$ 23,904	\$ 3,524	\$ 3,145	\$ 24,283
Total liabilities	<u>\$ 23,904</u>	<u>\$ 3,524</u>	<u>\$ 3,145</u>	<u>\$ 24,283</u>

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STATISTICAL SECTION

This part of the City of Colleyville, Texas' comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

Contents	Page
Financial Trends These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	92
Revenue Capacity These schedules contain information to help the reader assess the government's most significant local revenue source, the property tax.	102
Debt Capacity These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.	107
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	114
Operating Information These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	116

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

CITY OF COLLEYVILLE, TEXAS

NET POSITION BY COMPONENT

(Accrual Basis of Accounting)

	Fiscal Year		
	2004	2005	2006
Governmental activities:			
Net investment in capital assets	\$ 60,055,616	\$ 60,884,756	\$ 66,991,146
Restricted for:			
Debt service	756,516	896,130	937,578
Court security and technology	-	-	-
Grant programs	-	-	-
Leisure services	-	-	-
Economic development	-	-	-
Streets and drainage	-	-	-
Police	-	-	-
Unrestricted	<u>15,948,497</u>	<u>19,132,376</u>	<u>19,002,816</u>
Total governmental activities net position	<u>\$ 76,760,629</u>	<u>\$ 80,913,262</u>	<u>\$ 86,931,540</u>
Business-type activities:			
Net investment in capital assets	\$ 23,957,432	\$ 24,827,365	\$ 25,919,619
Restricted for:			
Debt service	668,239	670,571	882,821
Unrestricted	<u>15,470,275</u>	<u>16,374,236</u>	<u>19,253,772</u>
Total business-type activities net position	<u>\$ 40,095,946</u>	<u>\$ 41,872,172</u>	<u>\$ 46,056,212</u>
Primary government:			
Net investment in capital assets	\$ 84,013,048	\$ 85,712,121	\$ 92,910,765
Restricted for:			
Debt service	1,424,755	1,566,701	1,820,399
Court security and technology	-	-	-
Grant programs	-	-	-
Leisure services	-	-	-
Economic development	-	-	-
Streets and drainage	-	-	-
Police	-	-	-
Unrestricted	<u>31,418,772</u>	<u>35,506,612</u>	<u>38,256,588</u>
Total primary government net position	<u>\$ 116,856,575</u>	<u>\$ 122,785,434</u>	<u>\$ 132,987,752</u>

Note: The City implemented GASB 54 in fiscal year 2011 to provide clearer fund balance classifications.
Prior years were not restated.

TABLE 1

Fiscal Year						
2007	2008	2009	2010	2011	2012	2013
\$ 71,824,719	\$ 77,484,725	\$ 79,243,497	\$ 81,970,674	\$ 83,166,142	\$ 83,211,988	\$ 84,414,252
1,032,586	889,689	1,040,896	1,057,699	1,106,893	1,159,092	857,143
-	-	-	-	153,420	91,637	101,411
-	-	-	-	23,208	21,116	16,489
-	-	-	-	201,184	207,736	207,770
-	-	-	-	1,863,900	1,998,845	2,277,373
-	-	-	-	6,428,106	8,192,568	8,432,946
-	-	-	-	994,913	1,143,454	1,223,271
<u>21,987,778</u>	<u>21,862,136</u>	<u>27,498,864</u>	<u>25,936,703</u>	<u>17,837,593</u>	<u>19,559,719</u>	<u>18,680,620</u>
<u>\$ 94,845,083</u>	<u>\$ 100,236,550</u>	<u>\$ 107,783,257</u>	<u>\$ 108,965,076</u>	<u>\$ 111,775,359</u>	<u>\$ 115,586,155</u>	<u>\$ 116,211,275</u>
\$ 32,804,703	\$ 39,442,148	\$ 39,174,562	\$ 39,080,043	\$ 38,892,098	\$ 38,395,708	\$ 39,269,943
1,080,751	1,024,349	987,181	983,225	662,050	-	-
<u>13,626,274</u>	<u>7,837,790</u>	<u>8,127,736</u>	<u>7,747,336</u>	<u>10,111,776</u>	<u>12,332,238</u>	<u>13,702,724</u>
<u>\$ 47,511,728</u>	<u>\$ 48,304,287</u>	<u>\$ 48,289,479</u>	<u>\$ 47,810,604</u>	<u>\$ 49,665,924</u>	<u>\$ 50,727,946</u>	<u>\$ 52,972,667</u>
\$ 104,629,422	\$ 116,926,873	\$ 118,418,059	\$ 121,050,717	\$ 122,058,240	\$ 121,607,696	\$ 123,684,195
2,113,337	1,914,038	2,028,077	2,040,924	1,768,943	1,159,092	857,143
-	-	-	-	153,420	91,637	101,411
-	-	-	-	23,208	21,116	16,489
-	-	-	-	201,184	207,736	207,770
-	-	-	-	1,863,900	1,998,845	2,277,373
-	-	-	-	6,428,106	8,192,568	8,432,946
-	-	-	-	994,913	1,143,454	1,223,271
<u>35,614,052</u>	<u>29,699,926</u>	<u>35,626,600</u>	<u>33,684,039</u>	<u>27,949,369</u>	<u>31,891,957</u>	<u>32,383,344</u>
<u>\$ 142,356,811</u>	<u>\$ 148,540,837</u>	<u>\$ 156,072,736</u>	<u>\$ 156,775,680</u>	<u>\$ 161,441,283</u>	<u>\$ 166,314,101</u>	<u>\$ 169,183,942</u>

CITY OF COLLEYVILLE, TEXAS

CHANGES IN NET POSITION

(Accrual Basis of Accounting)

	Fiscal Year		
	2004	2005	2006
EXPENSES			
Governmental activities:			
General government	\$ 2,542,016	\$ 2,245,964	\$ 2,729,064
Community Development and Engineering	1,281,429	1,164,345	1,267,136
Fire and rescue	3,144,814	3,325,103	3,814,585
Leisure services	2,953,528	2,923,958	3,513,992
Maintenance	364,256	364,434	383,504
Municipal court	250,551	238,874	270,345
Police	3,295,263	3,533,083	3,801,644
Streets and drainage	2,562,499	2,970,475	2,932,465
Interest on long-term debt	<u>1,290,825</u>	<u>1,190,857</u>	<u>1,142,043</u>
Total governmental activities expenses	<u>17,685,181</u>	<u>17,957,093</u>	<u>19,854,778</u>
Business-type activities:			
Water and wastewater	7,850,570	8,962,630	9,428,373
Drainage	517,713	550,005	548,963
Interest on long-term debt	<u>-</u>	<u>-</u>	<u>440,703</u>
Total business-type activities expenses	<u>8,368,283</u>	<u>9,512,635</u>	<u>10,418,039</u>
Total primary government program expenses	<u>\$ 26,053,464</u>	<u>\$ 27,469,728</u>	<u>\$ 30,272,817</u>
PROGRAM REVENUES			
Governmental activities:			
Charges for services:			
General government	\$ 16,000	\$ 6,000	\$ 6,000
Community Development and Engineering	1,687,921	1,515,052	2,163,596
Fire and rescue	125,081	136,498	239,386
Leisure services	399,319	386,658	448,606
Municipal court	508,572	492,805	813,781
Police	66,135	95,234	70,899
Streets and drainage	512,171	336,111	472,860
Operating grants and contributions	619,459	523,704	399,819
Capital grants and contributions	<u>3,857,202</u>	<u>3,283,774</u>	<u>4,355,357</u>
Total governmental activities program revenues	<u>7,791,860</u>	<u>6,775,836</u>	<u>8,970,304</u>

TABLE 2

Fiscal Year						
2007	2008	2009	2010	2011	2012	2013
\$ 2,438,051	\$ 2,814,874	\$ 2,945,481	\$ 2,691,905	\$ 2,715,154	\$ 3,125,214	\$ 4,075,001
1,523,768	1,481,124	1,530,901	1,645,221	1,402,669	1,397,839	1,429,755
3,790,831	3,958,111	4,113,793	4,419,945	4,421,496	4,321,929	4,529,225
3,525,094	4,033,105	3,941,259	4,118,769	4,191,960	4,124,619	4,106,822
434,984	417,265	455,752	423,783	412,513	400,306	494,545
262,198	324,020	291,724	302,756	303,839	319,445	586,709
4,232,185	4,657,438	4,841,217	4,836,274	4,878,055	4,579,570	4,961,444
2,890,995	3,129,730	3,503,519	3,885,182	3,657,591	3,073,530	5,322,510
1,032,374	1,101,714	1,051,180	1,000,061	849,390	780,029	724,458
<u>20,130,480</u>	<u>21,917,381</u>	<u>22,674,826</u>	<u>23,323,896</u>	<u>22,832,667</u>	<u>22,122,481</u>	<u>26,230,469</u>
9,337,282	11,179,548	10,612,372	11,242,553	12,009,187	12,258,587	12,544,530
671,773	593,600	658,016	572,234	742,160	723,994	707,647
400,752	362,642	331,361	296,288	-	-	-
<u>10,409,807</u>	<u>12,135,790</u>	<u>11,601,749</u>	<u>12,111,075</u>	<u>12,751,347</u>	<u>12,982,581</u>	<u>13,252,177</u>
\$ <u>30,540,287</u>	\$ <u>34,053,171</u>	\$ <u>34,276,575</u>	\$ <u>35,434,971</u>	\$ <u>35,584,014</u>	\$ <u>35,105,062</u>	\$ <u>39,482,646</u>
\$ 6,000	\$ 16,000	\$ 15,000	\$ 15,000	\$ 97,234	\$ 28,408	\$ 15,000
1,454,744	1,332,453	666,914	647,298	868,363	1,146,518	927,690
303,868	250,814	271,216	235,225	305,882	335,308	308,339
424,024	563,738	6,595,487	468,426	1,213,167	520,433	501,260
932,452	1,171,919	1,002,008	1,213,178	970,143	1,015,804	1,271,095
81,054	79,699	51,631	94,059	70,709	81,056	70,513
355,157	358,688	215,619	345,780	296,350	338,845	316,338
431,683	1,856,567	713,189	543,516	822,056	490,069	468,361
5,372,281	3,973,954	360,023	423,873	405,347	381,308	1,158,050
<u>9,361,263</u>	<u>9,603,832</u>	<u>9,891,087</u>	<u>3,986,355</u>	<u>5,049,251</u>	<u>4,337,749</u>	<u>5,036,646</u>

CITY OF COLLEYVILLE, TEXAS

CHANGES IN NET POSITION

(Accrual Basis of Accounting)

	Fiscal Year		
	2004	2005	2006
PROGRAM REVENUES			
Business-type activities:			
Charges for services:			
Water and wastewater	\$ 8,924,942	\$ 9,856,889	\$ 12,357,576
Drainage	677,913	675,045	830,292
Capital grants and contributions	1,412,990	844,256	1,100,354
Total business-type activities program revenues	<u>11,015,845</u>	<u>11,376,190</u>	<u>14,288,222</u>
Total primary government program revenues	<u>\$ 18,807,705</u>	<u>\$ 18,152,026</u>	<u>\$ 23,258,526</u>
NET (EXPENSE) REVENUES			
Governmental activities	\$(9,893,321)	\$(11,181,257)	\$(10,884,474)
Business-type activities	<u>2,647,562</u>	<u>1,863,555</u>	<u>3,870,183</u>
Total primary government net expense	<u>(7,245,759)</u>	<u>(9,317,702)</u>	<u>(7,014,291)</u>
GENERAL REVENUES AND OTHER CHANGES IN NET POSITION			
Governmental activities:			
Taxes			
Property	8,534,388	8,938,888	9,483,546
Franchise	1,458,079	1,477,749	1,790,543
Sales	3,381,634	3,801,369	4,355,627
Other	37,296	53,974	76,005
Investment earnings	217,316	443,570	904,361
Miscellaneous	53,538	153,947	65,313
Gain on sale of capital assets	-	-	-
Transfers	<u>473,366</u>	<u>464,393</u>	<u>532,357</u>
Total governmental activities	<u>14,155,617</u>	<u>15,333,890</u>	<u>17,207,752</u>
Business-type activities:			
Investment earnings	162,645	377,064	846,214
Gain on sale of capital assets	-	-	-
Transfers	<u>(473,366)</u>	<u>(464,393)</u>	<u>(532,357)</u>
Total business-type activities	<u>(310,721)</u>	<u>(87,329)</u>	<u>313,857</u>
Total primary government	<u>13,844,896</u>	<u>15,246,561</u>	<u>17,521,609</u>
CHANGE IN NET POSITION			
Governmental activities	4,262,296	4,152,633	6,323,278
Business-type activities	<u>2,336,841</u>	<u>1,776,226</u>	<u>4,184,040</u>
Total primary government	<u>\$ 6,599,137</u>	<u>\$ 5,928,859</u>	<u>\$ 10,507,318</u>

Note: See Table 9 for information about Water and Wastewater Charges for services

TABLE 2
(continued)

Fiscal Year						
2007	2008	2009	2010	2011	2012	2013
\$ 9,127,470	\$ 11,114,892	\$ 11,303,868	\$ 11,414,425	\$ 14,355,418	\$ 14,034,600	\$ 14,661,491
841,972	859,013	874,637	897,361	903,089	918,323	928,863
<u>1,561,255</u>	<u>1,415,785</u>	<u>63,293</u>	<u>147,014</u>	<u>168,365</u>	<u>169,464</u>	<u>876,660</u>
<u>11,530,697</u>	<u>13,389,690</u>	<u>12,241,798</u>	<u>12,458,800</u>	<u>15,426,872</u>	<u>15,122,387</u>	<u>16,467,014</u>
<u>\$ 20,891,960</u>	<u>\$ 22,993,522</u>	<u>\$ 22,132,885</u>	<u>\$ 16,445,155</u>	<u>\$ 20,476,123</u>	<u>\$ 19,460,136</u>	<u>\$ 21,503,660</u>
\$(10,769,217)	\$(12,313,549)	\$(12,783,739)	\$(19,337,541)	\$(17,783,416)	\$(17,784,732)	\$(21,193,823)
<u>1,120,890</u>	<u>1,253,900</u>	<u>640,049</u>	<u>347,725</u>	<u>2,675,525</u>	<u>2,139,806</u>	<u>3,214,837</u>
<u>(9,648,327)</u>	<u>(11,059,649)</u>	<u>(12,143,690)</u>	<u>(18,989,816)</u>	<u>(15,107,891)</u>	<u>(15,644,926)</u>	<u>(17,978,986)</u>
10,153,775	11,367,967	12,121,420	12,557,716	12,414,948	12,414,457	12,497,692
1,779,376	1,818,060	2,017,440	1,867,065	2,031,268	2,207,463	2,074,731
4,674,068	4,740,964	4,718,976	4,936,484	5,056,597	5,495,730	5,902,557
89,132	82,532	74,198	75,365	80,731	65,808	68,592
1,224,361	804,864	471,524	76,968	95,822	108,192	77,269
97,963	96,348	77,854	82,833	55,454	74,041	85,562
-	116,112	25,237	65,306	-	147,969	-
<u>664,085</u>	<u>841,936</u>	<u>823,797</u>	<u>857,622</u>	<u>858,879</u>	<u>1,081,868</u>	<u>1,112,540</u>
<u>18,682,760</u>	<u>19,868,783</u>	<u>20,330,446</u>	<u>20,519,359</u>	<u>20,593,699</u>	<u>21,595,528</u>	<u>21,818,943</u>
998,710	380,595	168,940	15,158	38,674	4,084	38,987
-	-	-	15,864	-	-	103,437
<u>(664,085)</u>	<u>(841,936)</u>	<u>(823,797)</u>	<u>(857,622)</u>	<u>(858,879)</u>	<u>(1,081,868)</u>	<u>(1,112,540)</u>
<u>334,625</u>	<u>(461,341)</u>	<u>(654,857)</u>	<u>(826,600)</u>	<u>(820,205)</u>	<u>(1,077,784)</u>	<u>(970,116)</u>
<u>19,017,385</u>	<u>19,407,442</u>	<u>19,675,589</u>	<u>19,692,759</u>	<u>19,773,494</u>	<u>20,517,744</u>	<u>20,848,827</u>
7,913,543	7,555,234	7,546,707	1,181,818	2,810,283	3,810,796	625,120
<u>1,455,515</u>	<u>792,559</u>	<u>(14,808)</u>	<u>(478,875)</u>	<u>1,855,320</u>	<u>1,062,022</u>	<u>2,244,721</u>
<u>\$ 9,369,058</u>	<u>\$ 8,347,793</u>	<u>\$ 7,531,899</u>	<u>\$ 702,943</u>	<u>\$ 4,665,603</u>	<u>\$ 4,872,818</u>	<u>\$ 2,869,841</u>

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TABLE 3

CITY OF COLLEYVILLE, TEXAS

FUND BALANCES
GOVERNMENTAL FUNDSLAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General fund										
Non-spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,147	\$ 132,664	\$ 1,759
Restricted	-	-	-	-	-	-	-	-	-	-
Committed	-	-	-	-	-	-	-	706,942	813,536	813,536
Assigned	-	-	-	-	-	-	-	-	-	-
Unassigned	<u>6,767,592</u>	<u>6,850,731</u>	<u>7,575,662</u>	<u>8,495,329</u>	<u>8,717,398</u>	<u>8,207,420</u>	<u>8,813,597</u>	<u>10,223,232</u>	<u>11,762,625</u>	<u>11,006,716</u>
Total general fund	<u>\$ 6,767,592</u>	<u>\$ 6,850,731</u>	<u>\$ 7,575,662</u>	<u>\$ 8,495,329</u>	<u>\$ 8,717,398</u>	<u>\$ 8,207,420</u>	<u>\$ 8,813,597</u>	<u>\$ 10,932,321</u>	<u>\$ 12,708,825</u>	<u>\$ 11,822,011</u>
All other governmental funds										
Non-spendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	3,056,810	2,959,583	1,082,681	1,254,686	987,681	1,121,567	1,154,570	10,853,638	12,894,768	13,190,883
Committed	-	-	-	-	-	-	-	5,967,620	6,193,060	6,262,082
Assigned	-	-	-	-	-	-	-	1,148,548	954,818	910,611
Unassigned	-	-	-	-	-	-	-	-	-	(4,975)
Unassigned, reported in:										
Special revenue funds	2,459,810	3,251,861	4,760,679	4,814,412	5,696,905	7,267,350	5,664,493	-	-	-
Capital projects funds	<u>4,967,859</u>	<u>7,438,437</u>	<u>7,012,225</u>	<u>9,055,431</u>	<u>7,811,492</u>	<u>12,369,631</u>	<u>11,524,206</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total all other governmental funds	<u>\$ 10,484,479</u>	<u>\$ 13,649,881</u>	<u>\$ 12,855,585</u>	<u>\$ 15,124,529</u>	<u>\$ 14,496,078</u>	<u>\$ 20,758,548</u>	<u>\$ 18,343,269</u>	<u>\$ 17,969,806</u>	<u>\$ 20,042,646</u>	<u>\$ 20,358,601</u>

Note: This schedule does not restate prior years for Special Revenue and Capital Projects Funds.

The City implemented GASB 54 in fiscal year 2011 to provide clearer fund balance classifications. Prior years were not restated.

TABLE 4

CITY OF COLLEYVILLE, TEXAS

CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDSLAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
REVENUES										
Taxes	\$ 13,438,345	\$ 14,277,010	\$ 15,708,945	\$ 16,701,290	\$ 17,975,445	\$ 18,889,480	\$ 19,353,358	\$ 19,627,734	\$ 20,235,012	\$ 20,541,466
Developer contributions	416,319	274,996	549,911	683,425	226,488	-	-	-	-	-
Licenses, fees and permits	1,505,512	1,359,329	1,931,265	1,244,218	1,113,595	646,302	607,132	923,590	1,130,426	857,135
Capital improvement fees	577,171	366,111	482,860	389,657	358,688	208,622	334,075	281,260	322,498	300,900
Drainage fees	-	-	-	-	-	-	-	-	-	-
Fines and penalties	520,926	513,129	841,595	965,416	1,203,260	1,028,425	1,244,146	998,221	1,051,899	1,000,954
Charges for services	952,452	940,212	1,173,394	1,190,327	1,322,732	7,129,322	917,884	1,694,993	1,030,439	1,321,927
Interest	217,316	443,570	904,361	1,224,361	804,864	471,524	76,968	95,823	110,550	77,269
Intergovernmental	328,040	167,293	5,409	4,361	1,437,935	350,468	100,807	541,709	124,056	76,506
Donations	797,042	502,789	396,627	735,756	548,093	401,432	379,853	602,401	406,789	487,066
Miscellaneous	92,198	183,902	83,730	107,700	116,280	155,100	97,833	70,453	89,041	100,562
Total revenues	<u>18,845,321</u>	<u>19,028,341</u>	<u>22,078,097</u>	<u>23,246,511</u>	<u>25,107,380</u>	<u>29,280,675</u>	<u>23,112,056</u>	<u>24,836,184</u>	<u>24,500,710</u>	<u>24,763,785</u>
EXPENDITURES										
General government	2,445,219	1,873,091	2,107,398	2,247,359	2,537,699	2,639,218	2,423,869	2,383,276	2,753,457	3,171,582
Comm Development/Eng	1,281,745	1,160,232	1,265,251	1,467,216	1,462,566	1,531,785	1,642,047	1,397,256	1,396,259	1,429,574
Fire	3,057,879	3,166,840	3,657,554	3,517,817	3,755,575	3,840,118	3,955,407	3,972,053	3,888,225	4,062,535
Police	3,126,469	3,293,320	3,558,154	3,961,975	4,395,056	4,588,576	4,552,947	4,596,862	4,304,710	4,670,639
Leisure services	2,489,222	2,388,761	2,838,637	2,913,798	3,171,514	3,058,332	3,173,352	3,177,878	3,049,908	3,035,583
Streets and drainage	1,420,620	1,656,187	1,604,425	1,485,756	1,649,037	1,917,536	2,297,719	2,052,298	1,388,970	3,597,965
Municipal court	250,597	238,245	270,037	252,961	323,059	291,893	302,172	302,666	319,084	586,911
Maintenance	356,819	357,983	377,144	415,708	410,636	449,806	417,946	405,911	394,830	489,685
Capital outlay	1,939,241	1,459,940	4,491,341	6,337,656	5,150,286	2,759,774	4,935,053	2,510,027	2,515,115	2,668,074
Debt service:										
Interest	1,277,593	1,289,866	1,141,817	1,094,001	2,584,790	1,033,148	944,751	838,320	757,594	697,140
Principal	<u>1,617,633</u>	<u>1,573,308</u>	<u>1,929,047</u>	<u>2,005,204</u>	<u>1,189,798</u>	<u>2,275,553</u>	<u>2,180,061</u>	<u>2,259,004</u>	<u>2,007,585</u>	<u>2,246,921</u>
Total expenditures	<u>19,263,037</u>	<u>18,457,773</u>	<u>23,240,805</u>	<u>25,699,451</u>	<u>26,630,016</u>	<u>24,385,739</u>	<u>26,825,324</u>	<u>23,895,551</u>	<u>22,775,737</u>	<u>26,656,609</u>

TABLE 4

CITY OF COLLEYVILLE, TEXAS

CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDSLAST TEN FISCAL YEARS
(Modified Accrual Basis of Accounting)

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	<u>\$ (417,716)</u>	<u>\$ 570,568</u>	<u>\$ (1,162,708)</u>	<u>\$ (2,452,940)</u>	<u>\$ (1,522,636)</u>	<u>\$ 4,894,936</u>	<u>\$ (3,713,268)</u>	<u>\$ 940,633</u>	<u>\$ 1,724,973</u>	<u>\$ (1,892,824)</u>
OTHER FINANCING SOURCES (USES)										
Bonds issued	-	9,570,000	-	9,890,000	-	-	-	2,945,000	-	-
Refunding bonds	-	-	-	-	-	-	-	-	-	-
Notes payable	-	94,187	-	-	-	-	-	-	-	-
Capital lease	-	-	408,716	-	176,150	-	981,238	-	894,534	209,425
Sale of capital assets	-	-	152,270	8,800	98,168	33,759	65,306	7,098	147,969	-
Premium on bond issue	-	-	-	-	-	-	-	6,561	-	-
Payments to escrow	-	(7,450,606)	-	(4,921,334)	-	-	-	(3,012,910)	-	-
Transfers in	1,115,261	1,675,954	2,203,261	1,637,154	2,082,101	2,338,776	1,884,896	2,458,396	3,893,584	4,189,380
Transfers out	(641,895)	(1,211,561)	(1,670,904)	(973,069)	(1,240,165)	(1,514,979)	(1,027,274)	(1,599,517)	(2,811,716)	(3,076,840)
Total other financing sources (uses)	<u>473,366</u>	<u>2,677,974</u>	<u>1,093,343</u>	<u>5,641,551</u>	<u>1,116,254</u>	<u>857,556</u>	<u>1,904,166</u>	<u>804,628</u>	<u>2,124,371</u>	<u>1,321,965</u>
NET CHANGE IN FUND BALANCES	<u>\$ 55,650</u>	<u>\$ 3,248,542</u>	<u>\$ (69,365)</u>	<u>\$ 3,188,611</u>	<u>\$ (406,382)</u>	<u>\$ 5,752,492</u>	<u>\$ (1,809,102)</u>	<u>\$ 1,745,261</u>	<u>\$ 3,849,344</u>	<u>\$ (570,859)</u>
DEBT SERVICE AS A PERCENTAGE OF NONCAPITAL EXPENDITURES	<u>16.7%</u>	<u>16.8%</u>	<u>16.4%</u>	<u>16.0%</u>	<u>17.6%</u>	<u>15.3%</u>	<u>14.3%</u>	<u>14.5%</u>	<u>13.6%</u>	<u>12.3%</u>

Note: Capital Outlay does not include contributed capital assets received from developers.

TABLE 5

CITY OF COLLEYVILLE, TEXAS

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY

LAST TEN FISCAL YEARS

Fiscal Year	Residential Property	Personal Property	Less: Tax-exempt Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value
2004	2,726,410,622	73,845,277	219,774,274	2,580,481,625	0.3474	2,580,481,625
2005	2,793,606,203	78,255,043	219,264,381	2,652,596,865	0.3474	2,652,596,865
2006	3,015,929,674	79,122,702	221,809,521	2,873,242,855	0.3474	2,873,242,855
2007	3,229,353,459	86,080,918	228,115,791	3,087,318,586	0.3474	3,087,318,586
2008	3,531,988,996	97,998,283	228,915,486	3,401,071,793	0.3559	3,401,071,793
2009	3,748,968,313	99,556,111	230,676,995	3,617,847,429	0.3559	3,617,847,429
2010	3,907,288,105	95,261,420	237,293,931	3,765,255,594	0.3559	3,765,255,594
2011	3,917,415,346	92,176,541	253,414,335	3,756,177,552	0.3559	3,756,177,552
2012	3,941,020,477	89,758,416	277,077,387	3,753,701,506	0.3559	3,753,701,506
2013	3,997,250,723	91,264,033	296,807,896	3,791,706,860	0.3559	3,791,706,860

Source: Tarrant Appraisal District

Note: Property in Tarrant County is reassessed once every two years. The Appraisal District assesses property at 100 percent of actual value for residential and personal. Tax rates are per \$100 of assessed value.

TABLE 6

CITY OF COLLEYVILLE, TEXAS
DIRECT AND OVERLAPPING PROPERTY TAX RATES
LAST TEN FISCAL YEARS

Fiscal Year	City Direct Rates			Overlapping Rates							
	Operations and Maintenance Rate	General Obligation Debt Service	Total Direct Rate	Birdville Independent School District	Carroll Independent School District	Grapevine- Colleyville Independent School District	Hurst-Eules Bedford Independent School District	Keller Independent School District	Tarrant County	Tarrant County College District	Tarrant County Hospital District
2004	0.28700	0.06040	0.34740	1.6170	1.9025	1.70105	1.6616	1.6762	0.27250	0.139380	0.235397
2005	0.29072	0.05668	0.34740	1.6170	1.9350	1.70000	1.7105	1.6975	0.27250	0.139380	0.235397
2006	0.27771	0.06969	0.34740	1.6170	1.9350	1.70000	1.7230	1.7158	0.27250	0.139380	0.235397
2007	0.27873	0.06867	0.34740	1.5650	1.7950	1.57430	1.5976	1.6080	0.27150	0.139380	0.235397
2008	0.28299	0.07291	0.35590	1.4050	1.4650	1.29000	1.3037	1.3574	0.26650	0.139380	0.230397
2009	0.28860	0.06731	0.35590	1.4100	1.4150	1.29000	1.2955	1.4169	0.26400	0.137960	0.227897
2010	0.29864	0.05726	0.35590	1.4050	1.4150	1.29000	1.2955	1.4863	0.26400	0.137670	0.227897
2011	0.29758	0.05832	0.35590	1.4250	1.4150	1.29000	1.2882	1.5306	0.26400	0.137600	0.227900
2012	0.30881	0.04709	0.35590	1.4350	1.4150	1.32010	1.4140	1.5400	0.26400	0.148970	0.227897
2013	0.31385	0.04205	0.35590	1.4350	1.4000	1.32010	1.4075	1.5400	0.26400	0.148970	0.227897

Source: Tarrant Appraisal District

Notes: Overlapping rates are those of local and county governments that apply to property owners within the City of Colleyville, Texas. Not all school district overlapping rates apply to all Colleyville property owners because the City is served by five different independent school districts; for example, although the county property tax rates apply to all City property owners, the Grapevine-Colleyville Independent School District rates apply only to the approximately two-thirds of City property owners whose property is located within that school district's geographic boundaries.

TABLE 7

CITY OF COLLEYVILLE, TEXAS

PRINCIPAL PROPERTY TAXPAYERS

CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2013		2004	
	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value	Taxable Assessed Value	Percentage of Total City Taxable Assessed Value
Melvin & Martindale	\$ 23,800,000	0.63%	\$ -	- %
Toll Dallas TX LLC	18,694,881	0.49%	-	- %
Oncor Electric Delivery	15,915,723	0.42%	15,654,363	0.63%
Lifetime Fitness Real Estate	12,304,570	0.32%	-	- %
RCC Village Properties	8,831,175	0.23%	-	- %
AC Village Park Partners LLC	7,124,273	0.19%	-	- %
Colleyville Riverwalk LP	6,054,975	0.16%	-	- %
Leonard Hudson	4,830,200	0.13%	-	- %
Donald and Gina Wilson	4,250,700	0.11%	-	- %
Wal-Mart Real Estate Business Trust	4,200,000	0.11%	-	- %
Albertsons	-	- %	9,915,345	0.40%
Village Management, LTD.	-	- %	9,419,217	0.38%
Herman Smith & Co., LTD.	-	- %	7,576,374	0.30%
Colleyville Plaza LP	-	- %	6,500,000	0.26%
Industrial Bank Japan Trust, Co.	-	- %	5,145,107	0.21%
RH-One LP	-	- %	4,400,000	0.18%
Broughton LTD Partnership	-	- %	4,267,148	0.17%
Church of Jesus Christ, LDS	-	- %	4,090,960	0.16%
D.R. Horton Texas LTD	-	- %	4,050,950	0.16%
Total	\$ 106,006,497	2.80%	\$ 71,019,464	2.85%

Source: Tarrant Appraisal District

TABLE 8

CITY OF COLLEYVILLE, TEXAS
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

Fiscal Year Ended	Taxes Levied for the Fiscal Year	Collected With the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2004	8,719,444	8,632,250	99.2%	83,483	8,715,733	99.96%
2005	9,201,770	9,109,752	99.1%	87,241	9,196,993	99.95%
2006	9,981,646	9,906,769	99.2%	70,252	9,977,021	99.95%
2007	10,725,345	10,592,222	98.8%	126,361	10,718,583	99.94%
2008	12,024,882	11,903,333	99.0%	110,652	12,013,985	99.91%
2009	12,875,919	12,734,871	98.9%	128,036	12,862,907	99.90%
2010	13,351,922	13,166,515	98.6%	166,535	13,333,050	99.86%
2011	13,183,932	13,063,575	99.1%	99,966	13,163,541	99.85%
2012	13,163,735	13,082,029	99.4%	52,723	13,134,752	99.78%
2013	13,291,462	13,207,902	99.4%	-	13,207,902	99.37%

Sources: Tarrant County Appraisal District and City of Colleyville Finance Department.

TABLE 9

CITY OF COLLEYVILLE, TEXAS

PRINCIPAL WATER CUSTOMERS

CURRENT YEAR AND NINE YEARS AGO

Taxpayer	2013		2004	
	Water Usage	Percentage of Total City Water Usage	Water Usage	Percentage of Total City Water Usage
Grapevine-Colleyville ISD	29,031,000	1.21%	34,449,000	1.90%
Town Center	16,944,600	0.71%		- %
Market Street	12,111,000	0.50%	5,302,200	0.29%
Lifetime Fitness	11,242,400	0.47%	-	- %
Toll Dallas	6,119,700	0.25%	-	- %
Bluebonnet Hills	5,203,200	0.22%	-	- %
Westmont	4,248,300	0.18%	2,323,800	0.13%
Shadowood Trail	4,192,300	0.17%	4,466,400	0.25%
Timarron	3,932,100	0.16%	-	- %
Broughton Maint Assoc	3,838,100	0.16%	-	- %
Wash Depot	3,400,700	0.14%	4,217,300	0.23%
Highland Meadows	-	- %	3,491,600	0.19%
Good Acres, LTD	-	- %	3,127,400	0.17%
La Hacienda Ranch	2,868,300	0.12%	3,195,300	0.18%
Monterra	2,839,500	0.12%	-	- %
Woodland Hills	2,699,900	0.11%	2,390,600	0.13%
First Baptist Church	2,552,900	0.11%	-	- %
Barbara Gordon	2,345,800	0.10%	-	- %
Albertsons (Glade Rd)	2,048,500	0.09%	5,231,100	0.29%
Oak Point HOA	1,794,600	0.07%	-	- %
Pebble Hill	1,764,500	0.07%	-	- %
Rio Mambo	1,756,100	0.07%	-	- %
Total	<u>120,933,500</u>	<u>5.04%</u>	<u>68,194,700</u>	<u>3.76%</u>

Source: City utility billing records

TABLE 10

CITY OF COLLEYVILLE, TEXAS
RATIOS OF OUTSTANDING DEBT BY TYPE
LAST TEN FISCAL YEARS

Fiscal Year	Governmental Activities			Business-type Activities			Total Primary Government	Percentage of Personal Income	Per Capita
	General Obligation Bonds	Sales Tax Revenue Bonds	Capital Leases	Water and Sewer Revenue Bonds	Drainage Revenue Bonds	Capital Leases			
2004	12,925,000	13,077,722	-	8,925,000	2,660,000	-	37,587,722	3.43%	1,834
2005	11,995,000	14,980,000	69,187	8,160,000	2,515,000	41,077	37,760,264	3.28%	1,798
2006	10,665,000	14,760,000	404,395	7,365,000	2,365,000	26,933	35,586,328	2.96%	1,640
2007	17,770,000	10,372,462	349,189	6,540,000	2,205,000	13,140	37,249,791	2.89%	1,682
2008	16,275,000	9,795,916	430,549	5,840,000	2,040,000	-	34,381,465	2.65%	1,528
2009	14,665,000	9,199,370	359,996	5,200,000	1,870,000	-	31,294,366	2.52%	1,388
2010	13,300,000	8,572,824	1,151,173	4,520,000	1,695,000	-	29,238,997	2.32%	1,282
2011	11,463,786	8,271,278	972,170	3,600,000	1,550,000	-	25,857,234	1.73%	1,131
2012	9,933,921	7,930,000	1,709,120	2,850,000	1,345,000	-	23,792,773	1.57%	1,037
2013	8,639,056	7,600,000	1,301,624	2,085,000	1,135,000	-	20,919,041	1.38%	906

Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

See Table 14 for personal income and population data.

TABLE 11

CITY OF COLLEYVILLE, TEXAS

RATIOS OF GENERAL BONDED DEBT OUTSTANDING

LAST TEN FISCAL YEARS

Fiscal Year	General Bonded Debt Outstanding			Percentage of Actual Taxable Value of Property	Per Capita
	General Obligation Bonds	Less Amounts Restricted to Repaying Principal	Total		
2004	12,925,000	995,889	11,929,111	0.46%	582
2005	11,955,000	989,618	10,965,382	0.41%	522
2006	10,665,000	1,082,681	9,582,319	0.33%	442
2007	17,770,000	1,254,686	16,515,314	0.53%	746
2008	16,275,000	987,681	15,287,319	0.45%	679
2009	14,665,000	1,121,567	13,543,433	0.37%	601
2010	13,300,000	1,154,570	12,145,430	0.32%	533
2011	11,463,786	1,188,907	10,274,879	0.27%	449
2012	9,933,921	1,239,412	8,694,509	0.23%	379
2013	8,639,056	931,623	7,707,433	0.20%	334

Notes:

Details regarding the City's outstanding debt can be found in the notes to the financial statements.

See Table 5 for property value data.

Population data can be found in Table 14.

TABLE 12

CITY OF COLLEYVILLE, TEXAS

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

AS OF SEPTEMBER 30, 2013

Government Unit	Debt Outstanding	Estimated Percentage Applicable	Estimated Share of Direct and Overlapping Debt
Debt repaid with property taxes			
Birdville Independent School District	\$ 203,760,361	0.080%	\$ 163,008
Carroll Independent School District	235,203,792	0.490%	1,152,499
Grapevine-Colleyville Independent School District	345,235,467	21.650%	74,743,479
Hurst-Euless-Bedford Independent School District	302,122,934	1.580%	4,773,542
Keller Independent School District	681,493,167	2.890%	19,695,153
Tarrant County	373,845,000	3.070%	11,477,042
Tarrant County College District	15,485,000	3.070%	475,390
Tarrant County Hospital District	25,375,000	3.070%	<u>779,013</u>
Subtotal overlapping debt			113,259,124
City direct debt	10,075,855	100.000%	<u>10,075,855</u>
Total direct and overlapping debt			<u>\$ 123,334,979</u>

Sources: Assessed value data used to estimate applicable percentages provided by the Tarrant County Appraisal District and debt outstanding data provided by each governmental unit.

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CITY OF COLLEYVILLE, TEXAS

LEGAL DEBT MARGIN INFORMATION

LAST TEN FISCAL YEARS

Legal Debt Margin Calculation for Fiscal Year 2013											
					Assessed value	\$ 3,791,706,860					
					Debt limit (.25% of assessed value)	94,792,672					
					Debt applicable to limit:						
					General obligation bonds	8,675,000					
					Less: Amount set aside for repayment of general obligation debt	(931,623)					
					Total net debt applicable to limit	<u>7,743,377</u>					
					Legal debt margin	<u>\$ 87,049,295</u>					
Fiscal Year											
	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	
Debt limit	\$ 64,512,041	\$ 66,314,922	\$ 71,831,071	\$ 77,182,965	\$ 85,026,795	\$ 87,755,997	\$ 94,131,390	\$ 93,904,439	\$ 93,842,538	\$ 94,792,672	
Total net debt applicable to limit	<u>11,929,111</u>	<u>10,999,111</u>	<u>9,582,319</u>	<u>15,745,132</u>	<u>15,287,139</u>	<u>13,543,433</u>	<u>12,145,430</u>	<u>10,321,093</u>	<u>8,735,588</u>	<u>7,743,377</u>	
Legal debt margin	<u>\$ 52,582,930</u>	<u>\$ 55,315,811</u>	<u>\$ 62,248,752</u>	<u>\$ 61,437,833</u>	<u>\$ 69,739,656</u>	<u>\$ 74,212,564</u>	<u>\$ 81,985,960</u>	<u>\$ 83,583,346</u>	<u>\$ 85,106,950</u>	<u>\$ 87,049,295</u>	
Total net debt applicable to the limit as a percentage of debt limit.	18.49%	16.59%	13.34%	20.40%	17.98%	15.43%	12.90%	10.99%	9.31%	8.17%	

Note:

Under state finance law, the City's outstanding general obligation debt should not exceed 2.50 percent of total assessed property value.

CITY OF COLLEYVILLE, TEXAS

PLEDGED REVENUE COVERAGE

LAST TEN FISCAL YEARS

Fiscal Year	Water Revenue Bonds					
	Utility Service Charges	Less: Operating Expenses	Net Available Revenue	Debt Service		Coverage
				Principal	Interest	
2004	8,924,942	6,117,278	2,807,664	680,000	406,306	1,721,358
2005	10,198,733	7,251,998	2,946,735	765,000	361,976	1,819,759
2006	13,136,476	8,067,565	5,068,911	795,000	329,451	3,944,460
2007	10,046,030	8,040,621	2,005,409	825,000	296,546	883,863
2008	11,452,268	9,670,881	1,781,387	700,000	265,658	815,729
2009	11,458,282	8,943,803	2,514,479	640,000	241,223	1,633,256
2010	11,427,074	9,458,355	1,968,719	680,000	213,358	1,075,361
2011	14,391,910	10,120,678	4,271,232	920,000	57,819	3,293,413
2012	14,036,325	10,395,517	3,640,808	750,000	77,947	2,812,861
2013	14,698,914	10,707,017	3,991,897	765,000	58,430	3,168,467

Notes:

Details regarding the City's outstanding debt can be found in the notes to the financial statements.

TABLE 14

Drainage Revenue Bonds						Sales Tax Bonds			
Drainage Service Charges	Drainage Operations Expenses	Net Available Revenue	Debt Service		Coverage	Sales Tax Increment	Debt Service		Coverage
			Principal	Interest			Principal	Interest	
694,196	312,235	381,961	140,000	122,263	119,698	873,626	195,000	406,472	272,154
710,265	338,310	371,955	175,000	116,432	80,523	982,844	210,000	387,085	385,759
897,606	444,700	452,906	150,000	111,252	191,654	1,132,094	240,000	402,929	489,165
922,123	462,387	459,736	160,000	104,206	355,530	1,208,379	255,000	391,366	562,013
902,232	510,259	391,973	165,000	96,984	294,989	1,300,260	270,000	380,013	650,247
889,163	500,677	388,486	170,000	90,138	298,348	1,264,385	275,000	368,195	621,190
899,870	484,712	415,158	175,000	82,930	332,228	1,317,161	290,000	356,290	670,871
905,271	551,049	354,222	152,163	58,979	295,243	1,319,517	300,000	344,195	675,322
920,682	531,705	388,977	205,000	51,244	337,733	1,426,909	315,000	331,588	780,321
930,427	541,598	388,829	210,000	41,733	347,096	1,534,635	330,000	318,365	886,270

Operating expenses do not include interest, depreciation, or amortization expenses.

TABLE 15

CITY OF COLLEYVILLE, TEXAS
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN FISCAL YEARS

<u>Calendar Year</u>	<u>Population</u>	<u>Personal Income</u>	<u>Per Capita Personal Income</u>	<u>Tarrant County Unemployment Rate</u>
2004	20,500	161,095	53,520	5.6%
2005	21,000	165,008	54,820	5.1%
2006	21,700	167,009	55,485	4.5%
2007	22,150	175,008	58,142	4.3%
2008	22,500	173,853	57,758	5.1%
2009	22,550	166,063	55,170	8.2%
2010	22,807	166,063	55,354	7.9%
2011	22,860	199,168	65,516	8.3%
2012	22,950	199,168	65,516	6.2%
2013	23,090	199,168	65,516	6.0%

Sources: Population - North Central Texas Council of Governments, personal income - City of Colleyville Economic Development Department, Unemployment Rate - Texas Workforce Commission (unemployment rate is not available solely for the City of Colleyville)

TABLE 16

CITY OF COLLEYVILLE, TEXAS

PRINCIPAL EMPLOYERS

CURRENT YEAR AND NINE YEARS AGO

Employer	2013		2004	
	Employees	Percentage of Total City Employment	Employees	Percentage of Total City Employment*
Grapevine Colleyville ISD	1,681	32.6%	720	- %
Market Street	369	7.1%	400	- %
Lifetime Fitness	230	4.5%	-	- %
City of Colleyville	188	3.6%	162	- %
Kroger	-	- %	150	- %
Albertsons	110	2.1%	200	- %
Covenant Christian Academy	107	2.1%	80	- %
LaHacienda Ranch	100	1.9%	100	- %
Walmart Neighborhood Market	90	1.7%	-	- %
Sonshine Academy	60	1.2%	40	- %
US Memory Care	60	1.2%	-	- %
Mac's Steak and Seafood	55	1.1%	60	- %
Compass Christian Church	50	1.0%	-	- %
Total	3,100	60.0%	1,912	- %

Source: City Economic Development Division

*This information is unavailable.

TABLE 17

CITY OF COLLEYVILLE TEXAS
FULLTIME EQUIVALENT CITY GOVERNMENT EMPLOYEES
BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	Fulltime Equivalent Employees as of September 30,									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General government										
Management services	6	6	6	5	5	4	4	4	4	4
Finance/court	7	7	7	6	6	6	6	6	6	8
Planning	3	3	3	3	3	3	2	2	2	2
Building	5	5	5	5	6	6	5	4	3	3
Other	4	5	5	6	6.5	7.5	9.5	11	11	13
Police										
Officers	30	31	32	35	37	38	38	38	39	40
Civilians	10	10	11	13	14	14	13	6	6	6
Fire										
Firefighters and officers	30	33	33	33	33	33	33	33	35	36
Civilians	1	1	1	1	1	1	2	1	1	1
Other public works										
Engineering	5	5	5	5	5	5	4	4.5	3	3
Other	3	3	3	3	3	3	3	3	3	3
Streets	10	10	10	10	10	10	10	10	10	7
Parks and recreation	12.5	12.5	12.5	13.5	13.5	13.5	16.5	16	16	16
Library	5.5	5.5	5.5	7.5	8.0	8.0	9.5	11.5	11.5	12.0
Colleyville center	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	3.5
Water/wastewater	25.5	25.5	28	29	29	29	28	24	25	23
Drainage	<u>4</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>7</u>
Total	<u>166.0</u>	<u>173.0</u>	<u>177.5</u>	<u>185.5</u>	<u>190.5</u>	<u>191.5</u>	<u>194.0</u>	<u>184.5</u>	<u>185.5</u>	<u>187.5</u>

Source: City Human Resources Office

Notes: A fulltime employee is scheduled to work 2080 hours per year (including vacation and sick leave). Fulltime equivalent employment is calculated by dividing total labor hours by 2080.

TABLE 18

CITY OF COLLEYVILLE, TEXAS
OPERATING INDICATORS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General government										
Building permits issued	275	245	270	140	131	90	77	104	155	103
Building inspections conducted	7,401	8,734	9,599	8,941	8,108	5,641	6,149	6,737	8,310	8,292
Police										
Physical arrests	643	404	485	666	514	809	764	666	653	632
Calls for service	11,407	10,668	10,546	17,629	15,292	23,480	12,242	27,254	48,076	61,270
Traffic violations	7,806	7,311	11,218	12,438	15,621	12,550	13,822	11,354	11,980	11,766
Fire										
Emergency responses	629	510	656	715	681	737	762	830	724	557
Ambulance calls	559	609	589	630	667	693	751	765	803	829
Inspections	750	560	312	503	666	796	784	397	342	306
Other public works										
Street resurfacing (miles)	2	3	3	4.5	8.5	13.9	8.0	6.2	1.0	4.0
Parks and recreation										
Athletic field participants	685	690	602	4,960	5,159	4,617	4,296	4,378	3,946	4,287
Community center rentals	614	580	637	592	627	507	373	410	404	398
Library										
Volumes in collection	22,334	34,656	43,378	46,311	50,348	54,659	58,147	62,997	65,740	69,736
Total volumes borrowed	102,165	139,130	177,087	197,712	211,674	238,459	244,458	235,238	244,613	250,737
Water										
Customers	8,067	8,271	8,561	8,700	8,893	8,960	9,014	9,103	9,285	9,396
Average daily consumption (thousands of gallons)	4,964	5,951	8,081	5,123	6,619	6,578	5,990	7,928	7,217	6,785
Peak daily consumption (thousands of gallons)	13,204	16,126	16,732	13,068	16,764	16,674	18,207	18,935	18,707	17,052
Wastewater										
Customers	7,294	7,563	7,761	7,966	8,138	8,315	8,389	8,457	8,603	8,731

Source: Various City departments

TABLE 19

CITY OF COLLEYVILLE, TEXAS
CAPITAL ASSET STATISTICS BY FUNCTION/PROGRAM
LAST TEN FISCAL YEARS

Function/Program	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	7	7	7	10	13	13	13	13	12	12
Fire										
Stations	2	2	2	2	3	3	3	3	3	3
Public works										
Streets (miles)	295	300	307	311	312	312	318	282	282	282
Streetlights	751	860	990	1,011	1,010	1,168	1,188	1,169	1,169	1,175
Traffic signals	2	2	2	2	2	2	2	2	2	2
Parks and recreation										
Acreage	207	212	212	224	224	224	224	224	224	224
Playgrounds	5	5	5	6	6	6	6	6	6	6
Baseball/softball diamonds	9	9	9	9	9	9	9	9	9	9
Soccer fields	14	14	14	14	14	14	14	14	14	14
Community centers	1	1	1	1	1	1	1	1	1	1
Water										
Water mains (miles)	170	173	175	191	192	199	200	195	201	202
Fire hydrants	1,108	1,149	1,206	1,254	1,271	1,340	1,345	1,362	1,389	1,389
Storage capacity (thousands of gallons)	4,900	4,900	4,900	4,900	4,900	9,900	9,900	9,400	9,400	9,400
Wastewater										
Sanitary sewers (miles)	147	150	154	163	164	166	170	162	169	170
Storm sewers (miles)	56	57	58	59	59	63	63	58	64	58

Source: Various City departments

Note: No capital asset indicators are available for the general government or library function.

COMPLIANCE

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Honorable Mayor and
Members of the City Council
City of Colleyville, Texas

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Colleyville, Texas (the "City"), as of and for the year ended September 30, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated January 30, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Pattillo, Brown & Hill, L.L.P.

Waco, Texas
January 30, 2014

RESOLUTION R-14-3718

**A RESOLUTION ACCEPTING THE ANNUAL AUDIT FOR FISCAL YEAR
ENDED SEPTEMBER 30, 2013**

WHEREAS, Section 9.06 C of the Charter of the City of Colleyville, Texas requires an independent audit at the close of each fiscal year by a certified public accountant; and

WHEREAS, the firm of Pattillo, Brown, and Hill, L.L.P., Certified Public Accountants has completed their audit of all City accounts and presented the audit to the City Council.

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

Sec. 1. THAT the annual audit for Fiscal Year ended September 30, 2013, is accepted.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7d

Agenda Date 02/04/2014

Number Resolution R-14-3719

Type Resolution

Department City Secretary

Title

Approval of changing the date of the March 4, 2014 regular City Council meeting

Explanation

Reading and Public Hearing

In accordance with the City Charter, the City Council shall meet regularly at least twice (2) in every month at such times as a City Council may prescribe by rule. The City Council has prescribed the following for regular meetings in the Rules of Procedure in Section III 3.1: *"shall meet in the City Hall on the first and third Tuesday of each month at 5:30 p.m. unless otherwise officially established by the City Council"*.

Per the discussion at the Pre Council meeting held on January 21, 2014, staff has included City Council's recommendations for a date change to the first regular City Council meeting date in March, and for the meeting to be conducted as a worksession.

The March 2014 meeting dates would then be as follows:

- Monday, March 3, 2014
- Tuesday, March 18, 2014

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Resolution R-14-3719

RESOLUTION R-14-3719

A RESOLUTION CHANGING THE DATE OF THE FIRST REGULAR CITY COUNCIL MEETING IN MARCH 2014

WHEREAS, in accordance with the City Charter, Section 3.09, Meetings and Rules of Procedure, *the City Council shall meet regularly at least twice in every month at such times as a City Council may prescribe by rule; and*

WHEREAS, the City Council meetings are held the first and third Tuesday of each month except, when those dates may conflict with an event or holiday; and

WHEREAS, the first regular City Council meeting of Tuesday, March 4, 2014, is the Primary Election.

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

Sec. 1. THAT the first City Council meeting in March will be held on Monday, March 3, 2014, and will be conducted as a worksession.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS, THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7e

Agenda Date 02/04/2014

Number Resolution R-14-3720

Type Resolution

Department City Secretary

Title

Calling a General Election for the purpose of electing City Councilmembers to Place 3 and Place 4

Explanation

Reading and Public Hearing

This item provides for the election order calling a General Election for May 10, 2014, for the purpose of electing City Councilmembers to Place 3 and Place 4.

The City contracts with Tarrant County Elections Administration for election services, which provides for citizens to vote at any early voting location in Tarrant County. On election day, voters must vote in their precinct.

The attached proposed Resolution R-14-3720 provides the dates, times, and locations for voting on election day and during early voting, and information for City Council candidates regarding filing dates and times.

Financial Impact

Funding is available in the Office of the City Secretary's budget, line item 001-14-10-6215.

Recommendation

Approve

Attachments

1. Resolution R-14-3720

RESOLUTION R-14-3720

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, CALLING A GENERAL ELECTION FOR MAY 10, 2014, FOR THE PURPOSE OF ELECTING CITY COUNCILMEMBERS, PLACE 3 AND PLACE 4 AND AUTHORIZING A JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES WITH TARRANT COUNTY ELECTIONS ADMINISTRATION

WHEREAS, the City of Colleyville, Texas, desires to conduct a General Election as set forth by the City of Colleyville Charter and Texas Election Code, Section 41.001, to be held on Saturday, May 10, 2014, at which time the voters will elect City Councilmembers to Place 3 and Place 4, including the conduct of early voting; and

WHEREAS, all statutory and constitutional requirements for the passage of this Resolution have been adhered to, including but not limited to, the Texas Open Meetings Act.

NOW, THEREFORE, BE IT RESOLVED 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 a General Election is hereby called to elect City Councilmembers to Place 3 and Place 4, to serve until their successors are duly elected and qualified. Such election shall be held at Bransford Elementary School, 601 Glade Road, Colleyville, Texas, on Saturday, May 10, 2014, from 7:00 a.m. to 7:00 p.m.
- Sec. 3. THAT if a Run-Off Election is necessary, it shall be held in compliance with the Texas Election Code and requirements of the City of Colleyville Charter.
- Sec. 4. THAT qualified persons for City Council may file as candidates by filing applications in the Office of the City Secretary, 100 Main Street, Colleyville, Texas, Wednesday, January 29, 2014 through Friday, February 28, 2014, Monday through Friday, from 8:00 a.m. to 5:00 p.m.

- Sec. 5. THAT Steve Raborn, Tarrant County Elections Administrator, or his successor, 2700 Premier Street, Fort Worth, Texas 76111, is hereby appointed as Early Voting Clerk and may appoint additional deputy early voting clerks, as necessary, to properly conduct the election. Applications for ballot by mail must be received by mail no later than the close of business on Thursday, May 1, 2014 (Mailing address: Tarrant County Elections, Attention: Steve Raborn, Early Voting Clerk, or his successor, P.O. Box 961011, Fort Worth, Texas, 76161-0011).
- Sec. 6. THAT Early Voting shall be conducted at Tarrant County's Main Early Voting location: Tarrant County Elections Center, 2700 Premier Street, Fort Worth, Texas 76111; Colleyville City Hall, 100 Main Street, Training Room, second floor, and branch offices for early voting by personal appearance shall also be established as outlined in the Election Agreement with Tarrant County Elections Administration.
- Sec. 7. THAT early voting shall begin on Monday, April 28, 2014, and shall end Tuesday, May 6, 2014, and the dates and times shall be as set forth below:
- | | | |
|------------------|------------------|------------------------|
| April 28 – May 2 | Monday – Friday | 8:00 a.m. - 5:00 p.m. |
| May 3 | Saturday | 7:00 a.m. - 7:00 p.m. |
| May 4 | Sunday | 11:00 a.m. - 4:00 p.m. |
| May 5 – 6 | Monday – Tuesday | 7:00 a.m. - 7:00 p.m. |
- Sec. 8. THAT Tarrant County's voting equipment shall be employed for the regular municipal election, including early voting, herein ordered in compliance with the provisions of Chapter 121 of the Texas Election Code, as amended.
- Sec. 9. THAT Tarrant County Elections Administration will assume the responsibility for the Election Officers and the Early Voting Ballot Board in accordance with the provisions of an Election Agreement for the conduct of the election on the aforesaid election date and the Mayor shall execute such Election Agreement on behalf of the City.

Sec. 10. THAT the Election shall be conducted according to the election laws of the State of Texas and requirements of the Charter of the City of Colleyville.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS, THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 02/04/2014

Type Report

Department Community Development

Title

Sign Board of Appeals Meeting Minutes - September 10, 2013

Zoning Board of Adjustment Meeting Minutes - October 8, 2013

Planning and Zoning Commission Meeting Minutes - January 13, 2014

Attachments

1. Sign Board of Appeals Meeting Minutes - September 10, 2013
2. Zoning Board of Adjustment Meeting Minutes - October 8, 2013
3. Planning and Zoning Commission Meeting Minutes - January 13, 2014



City of Colleyville Sign Board of Appeals Minutes

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Tuesday, September 10, 2013

City Council Chambers

Call to Order

The Sign Board of Appeals meeting of the City of Colleyville was called to order by Board member McNosky on September 10, 2013 at 7:15 p.m.

Roll Call

Present: Board members Mike Patino, Mike Leathers, Mark Collier, Larry Kainer (Alternate 1), and Dee McNosky

Absent: Board member Judson Orlando and Jason Elms

Staff Present: Ron Ruthven and Taci Wrisley

1. APPROVAL OF MINUTES

Board member Collier made a motion to approve the minutes as written. Board member Leathers seconded.

The motion carried by the following vote:

Aye: 5 – Patino, Leathers, Collier, Kainer, and McNosky

2. PUBLIC HEARING AGENDA ITEMS

- 2a** Request for a variance from the sign regulations on Lot 5A, Block 1, of the Town Center Colleyville Addition, located at 5695 Colleyville Boulevard, Case SC13-007

Ron Ruthven presented the case and briefed the Board.

The public hearing opened at 7:18 p.m.

Tania Inigo, on behalf ID Studio 4, came forward and briefed the Board.

There being no one else wishing to speak, the public hearing was closed at 7:20 p.m.

Board member Leathers questioned Ms. Inigo regarding whether they had any directional signs that were smaller than the proposed directional sign. Ms. Inigo replied no, this size is the smallest. Ms. Inigo added they have some directional signs that are bigger.

Board member Leathers questioned staff regarding whether the City has approved larger directional signs. Ron Ruthven replied, to his knowledge, in the last six (6) years, there have not been any variance regarding directional signs.

Board member McNoskey questioned Ms. Inigo regarding the material for the mural sign on the side of the building. Ms. Inigo replied it is a plastic.

Discussion continued between the Board and Ms. Inigo regarding materials for the signs.

Board member Patino questioned Ms. Inigo regarding the times the sign on the rear of the building would be illuminated. Ms. Inigo replied only during the times that the sign code would allow and during business hours.

Board member Kainer made a motion to approve Case SC13-007. Board member Patino seconded.

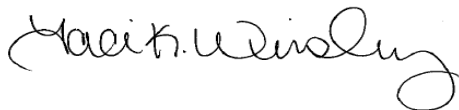
The motion carried with the following vote:

Aye: 5 – Patino, Leathers, Collier, Kainer, and McNosky

3. ADJOURNMENT

The meeting adjourned at 7:25 p.m.

The minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on January 14, 2014 by a vote of 6-0.



City of Colleyville Zoning Board of Adjustment Minutes

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Tuesday, October 8, 2013

City Council Chambers

Call to Order

The Sign Board of Appeals meeting of the City of Colleyville was called to order by Board member McNosky on October 8, 2013 at 7:00 p.m.

Roll Call

Present: Board members Mike Patino (Alternate 2), Jason Elms, Mark Collier, and Dee McNosky

Absent: Board members Mike Leathers, Judson Orlando, and Larry Kainer (Alternate 1)

Staff Present: Ron Ruthven and Taci Wrisley

1. SWEARING IN OF NEWLY APPOINTED MEMBERS

Taci Wrisley swore in newly appointed members, Dee McNosky as Place 4 and Mark Collier as Place 5.

2. ELECTION OF OFFICERS

Chairman
Vice-Chairman
Recording Secretary

Board member Elms moved to elect Dee McNosky as the Chairman. Board member Patino seconded.

The motion carried by the following vote:

Aye: 4 – Patino, Elms, Collier, and McNosky

Chairman McNosky moved to elect Jason Elms as the Vice-Chairman. Board member Elms seconded.

The motion carried by the following vote:

Aye: 4 – Patino, Elms, Collier, and McNosky

Chairman McNosky moved to elect Taci Wrisley as the Recording Secretary. Board member Elms seconded.

The motion carried by the following vote:

Aye: 4 – Patino, Elms, Collier, and McNosky

3. APPROVAL OF MINUTES

Board member Elms moved to approve the September 10, 2013 meeting minutes as written. Board member Patino seconded.

The motion carried by the following vote:

Aye: 4 – Patino, Elms, Collier, and McNosky

4. PUBLIC HEARING AGENDA ITEMS

- 4a** Request for a variance to the rear yard setback requirements of the Land Development Code on Lot 17, Block 1 of the Clairemont Addition, located at 912 Chateau Court, Case VC13-012

Ron Ruthven presented the case and briefed the Board.

The public hearing was opened at 7:09 p.m.

John Klieser, 912 Chateau Court, came forward and briefed the Board.

Board member McNosky questioned staff regarding how the Land Development Code addresses accessory structures. Ron Ruthven explained if a structure is within ten (10) feet of the primary structure, the structure must be comply the setbacks of the property as determined by the Land Development Code. He further explained if the structure was more than ten (10) feet from the primary structure, it is considered an accessory structure and would be permitted to be as close as five (5) feet of the side or rear property lines, provided there are no easements.

Board member McNosky questioned Mr. Klieser regarding whether the structure would be going any closer to the property line than the existing pool. Mr. Klieser replied no.

Discussion occurred between the Board and Mr. Klieser regarding possibilities for the location of the structure and which neighbor would

be the most impacted by the structure.

There being no one else wishing to speak, the public hearing was closed at 7:15 p.m.

Board member Elms stated there was not a hardship by the definition of a hardship but the proposed plan had the least impact on the adjacent neighbors.

Board member McNosky concurred.

Board member McNosky questioned Mr. Klieser regarding whether he had approached his homeowner's association with his plan. Mr. Klieser replied yes. He further explained by taking his plans to his homeowner's association was how he became aware of the need for a variance from the City.

Board member Elms reiterated there was not a hardship by definition but due to the pie-shaped lot the homeowner had limited options.

Board member Elms made a motion to approve Case VC13-012. Board member Collier seconded.

The motion to approve Case VC13-012 carried by the following vote:

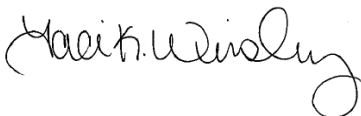
The motion carried by the following vote:

Aye: 4 – Patino, Elms, Collier, and McNosky

5. ADJOURNMENT

The meeting adjourned at 7:18 p.m.

Minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on January 14, 2014 by a vote of 6-0.



City of Colleyville Planning and Zoning Commission Minutes

City Hall
100 Main Street
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817. 503.1000
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Monday, January 13, 2014

City Council Chambers

CALL MEETING TO ORDER

The Planning and Zoning Commission meeting of the City of Colleyville was called to order by Chairman Byerly on January 13, 2014 at 7:02 p.m.

Roll Call

Present: Commissioners Larry Knox, Carel Tornes, David Wheelwright, Jim Gotcher, Don Davis, David Phelps, and Chairman Jeff Byerly

Staff Present: Ron Ruthven, Mary Elliott, Taci Wrisley, Rob McKeown, Brian Riley, Dan Hartman, Marty Wieder, Councilman Chuck Mogged, and Matt Butler (City Attorney)

1. APPROVAL OF MINUTES

Commissioner Davis made a motion to approve the minutes as corrected. Commissioner Wheelwright seconded.

The motion to approve the minutes as corrected carried by the following vote:

Aye: 7 – Knox, Tornes, Wheelwright, Gotcher, Davis, Phelps, and Byerly

2. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA AS A PUBLIC HEARING ITEM

There were no citizen comments/presentations regarding items not on the agenda as a public hearing item.

3. PUBLIC HEARING AGENDA ITEMS

- 3a** Request for a replat of Lot 1R, Block 1, of the First Baptist Church of Colleyville Addition, Lots 1 and 2, Block 1, of the Garden Addition, and Lot 1, Block 1, of the H. E. C. Addition, located at 5405 Pleasant Run Road, PC13-028

Mary Elliott presented the case and briefed the Commission.

Commissioner Wheelwright questioned staff regarding the location of the proposed five (5) foot trail. Mary Elliott replied the trail would be located in the 20 foot landscape buffer located at the southern most end of the property.

The public hearing was opened at 7:08 p.m.

Kevin Wolfe, applicant, came forward and briefed the Commission.

Commissioner Tornos questioned Mr. Wolfe regarding if they would be gaining or losing parking spaces by platting this property. Mr. Wolfe replied the church has plans to construct a new educational facility on their property and would lose parking spaces. He further explained this was the reason they were looking to plat the property in question – so that they would be acquiring just as many spaces as they will be losing.

Commissioner Tornos questioned Mr. Wolfe regarding whether they would be attracting more traffic with the new educational facility. Mr. Wolfe replied no.

Commissioner Phelps questioned Mr. Wolfe regarding the existing structure located on the North end of the property and what the use is. Mr. Wolfe replied it is used for maintenance and storage.

There being no one else wishing to speak, the public hearing was closed at 7:11 p.m.

Commissioner Phelps made a motion to approve Case PC13-028. Commissioner Tornos seconded.

The motion to approve Case PC13-028 carried by the following vote:

Aye: 7 – Knox, Tornos, Wheelwright, Gotcher, Davis, Phelps, and Byerly

- 3b** Request for a replat of Lot 1, of the Village at Colleyville Addition, located at 23 Mission Lane, Case PC13-002

Ron Ruthven presented the case and briefed the Commission.

The public hearing was opened at 7:14 p.m.

There being no one wishing to speak, the public hearing was closed 7:14 p.m.

Commissioner Wheelwright made a motion to approve Case PC13-002. Commissioner Knox seconded.

The motion to approve Case PC13-002 carried by the following vote:

Aye: 7 – Knox, Tornes, Wheelwright, Gotcher, Davis, Phelps, and Byerly

- 3c** Request for a replat on 5.7 acres located on Lots A1, B1 and B1A of The Oaks Addition, located at One, Two, and Three Country Way, Case PC13-026

Mary Elliott presented the case and briefed the Commission.

The public hearing was opened at 7:22 p.m.

Bryan Holland, applicant, came forward and briefed the Commission.

Julia Rowland, 5900 Hunter Trail, came forward and spoke in opposition.

Joan Debrei, 610 Colts Neck Court, came forward and spoke in opposition.

Stephen Rhodes, 5812 Hunter Trail, came forward and spoke in opposition.

There being no one else wishing to speak, the public hearing was closed at 7:34 p.m.

Bryan Holland came forward and addressed comments and concerns.

Commissioner Tornes questioned Mr. Holland regarding home elevations. Mr. Holland replied he did not have finalized drawings available; however, the sites would only be raised slightly to accommodate drainage.

Discussion occurred between the Commissioners and Mr. Holland regarding the drainage plan for the proposed development.

Commissioner Tornes questioned staff regarding if there was someone on staff at the City of Colleyville to review the drainage plans and ensure the drainage is being accommodated. Mary Elliott replied yes, Dan Hartman.

Commissioner Tornes questioned staff regarding whether a traffic study had been completed for W. L. D. Lockett Road. Ron Ruthven replied no.

Dan Hartman came forward and addressed comments regarding drainage.

Commissioner Davis questioned Dan Hartman regarding if he believed the proposed drainage plan would handle the amount of water coming from the adjacent developments. Dan Hartman replied he has not reviewed an official set of plans; he has only had discussions with the applicant.

Commissioner Davis questioned why the Commission was being asked to approve this case if a drainage plan had not been approved. Chairman Byerly replied because the case is regarding a plat. Ron Ruthven also replied at the least the developer would be required to meet the minimum requirements of the Land Development Code.

Discussion continued between staff and the Commission regarding Land Development Code drainage requirements.

Commissioner Phelps questioned Dan Hartman regarding whether he believed the proposed drainage plan would be good solution to the drainage issues in this area. Dan Hartman replied yes.

Commissioner Tornes questioned staff regarding where residents should go or who to contact with drainage questions. Dan Hartman replied he would be more than happy to answer any citizen questions.

Commissioner Gotcher made a motion to approve Case PC13-026. Commissioner Tornes seconded.

Commissioner Phelps stated he understood the resident's frustrations because the issues they brought up were not up for discussion due to this case not being a zoning case. He further explained at this stage of the process, the Commission was limited to what they could do.

Chairman Byerly added the zoning for this property has been in place for years and because this was a plat case they could not address issues related to zoning.

Commissioner Davis stated he believed if the resident's were to meet with the developer and city staff regarding their concerns they would possibly feel better about the proposed development. He further

stated most of their concerns have been addressed in past meetings.

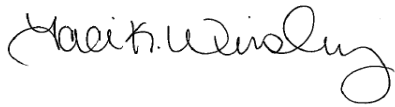
The motion to approve Case PC13-026 carried by the following vote:

Aye: 7 – Knox, Tornes, Wheelwright, Gotcher, Davis, Phelps, and Byerly

4. ADJOURNMENT

The meeting adjourned at 7:51 p.m.

The minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on January 27, 2014 by a vote of 7-0.

RESOLUTION R-14-3721

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR
CITY COUNCIL MEETING OF
FEBRUARY 4, 2014**

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 the agenda decisions approved by City Council action under Business this date and not otherwise adopted by Ordinance and/or separate Resolution as follows are hereby adopted:

a. THAT

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS ON THIS THE 4TH DAY OF FEBRUARY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor