



City of Colleyville City Council Agenda

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

Tuesday, May 13, 2014

City Council Chambers

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

CALL TO ORDER

- PC-1** Update and discussion on the status of street infrastructure
- PC-2** Discussion of the Performance Management Report
- PC-3** Discussion of dates for future worksessions of the City Council
- PC-4** Discussion of the May 13, 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 - Keith Pardew 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

INVOCATION: Father Gabriel Popa, St. Mary's Romanian 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-14-3747****3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS****Announcements of civic and charitable events****Presentation of calendar events and updates****Announcements of awards and recognition**

In recognition of Colleyville's featured business – Lee Lighting, 5501 Colleyville Boulevard – Tim Kenny, Regional Manager - Mayor David Kelly and Economic Development Director Marty Wieder

Proclamation in recognition of National Public Works Week – Mayor David Kelly and Public Works Director Bob Lowry

Proclamation in recognition of National Police Week - Mayor David Kelly and Police Chief Mike Holder

In recognition of the Texas Comptroller Silver Leadership Circle Award for the City of Colleyville's continued progress toward achieving financial transparency - Mayor David Kelly and Finance Manager Karen Hines

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3748

- 4a** Approval of the minutes of the regular City Council meeting of May 6, 2014
- 4b** Approval of the Agreement for Professional Services and Employment of the City Manager
- 4c** Approval to purchase one Ford Fusion administrative vehicle, from Philpott Ford, in an amount not to exceed \$ 18,523.75, through the Texas Local Government Purchasing Cooperative (Buy Board)
- 4d** Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to represent the City of Colleyville at the Trinity River Authority's Tarrant County Water Supply Project Customer City meetings

- 4e** Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to the Advisory Committee of the Trinity River Authority's Central Regional Wastewater System
- 4f** Approval of the Park Land Dedication Committee Bylaws
- 4g** Approval of a monetary donation from Betty Sanders, in honor of Mark and Jodi Sanders, to the Colleyville Public Library
- 4h** Approval of the disposal of obsolete computer equipment and printers, and authorize the city manager to execute the agreement

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

5a Ordinance O-14-1915

Consideration of a request for a Special Use Permit for a wedding chapel on Lot 1R1, Block 1, of the Monterra Place Addition, located at 1700 Tennison Parkway, Case ZC14-002

5b Ordinance O-14-1916

Consideration of a request for a Special Use Permit for on-premise alcohol sales on Lot 3, Block 1, of the Tara Addition, located at 1009 Cheek-Sparger Road, Suite 122A, Case ZC14-003

5c Ordinance O-14-1917

Consideration of a request for an amendment to the Special Use Permit for a Package Store development requirements for Lot 1, Block 1, Atlantic Oil and Gas Addition, located at 7990 Precinct Line Road, Case ZC14-005

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

7. REPORTS

Park Land Dedication Committee Meeting Minutes-September 14, 2009

April 2014 Monthly Financial Report

8. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION REATIFYING COUNCIL AGENDA ACTION FOR MAY 13, 2014 - RESOLUTION R-14-3749

9. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, May 9, 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
Colleyville, Texas 76034
www.colleyville.com

Agenda Number PC-1

Agenda Date 05/13/2014

Type Pre Council

Department Public Works

Title

Update and discussion on the status of street infrastructure

Explanation

City staff will present an update on street infrastructure.

At a City Council worksession on December 8, 2011, Public Works staff made a presentation to City Council on the need to develop a long range infrastructure management plan for the City's streets, water and sewer lines, drainage system, parks, and public buildings. A major focus of the presentation was Colleyville's street system. In February 2012, a street condition evaluation was conducted by Applied Research Associates (ARA), a national engineering firm that specializes in pavement management. After the data was collected by driving all of Colleyville's public streets and using video and radar technology, a pavement condition assessment was prepared by City staff and presented to City Council at the May 3, 2012 Pre Council Meeting (attached as 2012 Pavement Analysis). In December 2013, a second street condition evaluation was conducted by Applied Research Associates. Using the data that was collected during the 2013 evaluation, a second pavement condition assessment has been prepared by City staff. The 2014 Pavement Analysis Report is attached for reference.

The attached 2014 Street Infrastructure Update summarizes the findings of the 2013 street assessment and provides a look at future needs with respect to maintenance and reconstruction of City streets.

Also attached is the summary of the street rehabilitation projects completed between 2005 and 2011, and the subgrade recommendation, which is the geo-technical report defining the appropriate subgrade stabilization treatments that was prepared by CKJ, Inc., the City's geo-technical consultant.

Attachments

1. 2014 Street Infrastructure Update presentation
2. Street Rehabilitation Projects - 2005 to 2011
3. 2012 Pavement Analysis
4. 2014 Pavement Analysis
5. Subgrade Recommendation

2014 Street Infrastructure Update

Pre Council Meeting
May 13, 2014

Purpose

- To provide an update on the condition of the City's street network based on the recently completed 2013 street condition assessment
- To provide a look into the future condition of our streets based on current and projected levels of funding for street maintenance and reconstruction the next 10 years
- To continue to inform and educate the City Council and community about the the City's street infrastructure

Overview

- 2013 Pavement Condition Assessment Results
- Street Maintenance Program
- Street Reconstruction Program
- Needs Assessment
- Questions and Discussion

Terms and Definitions

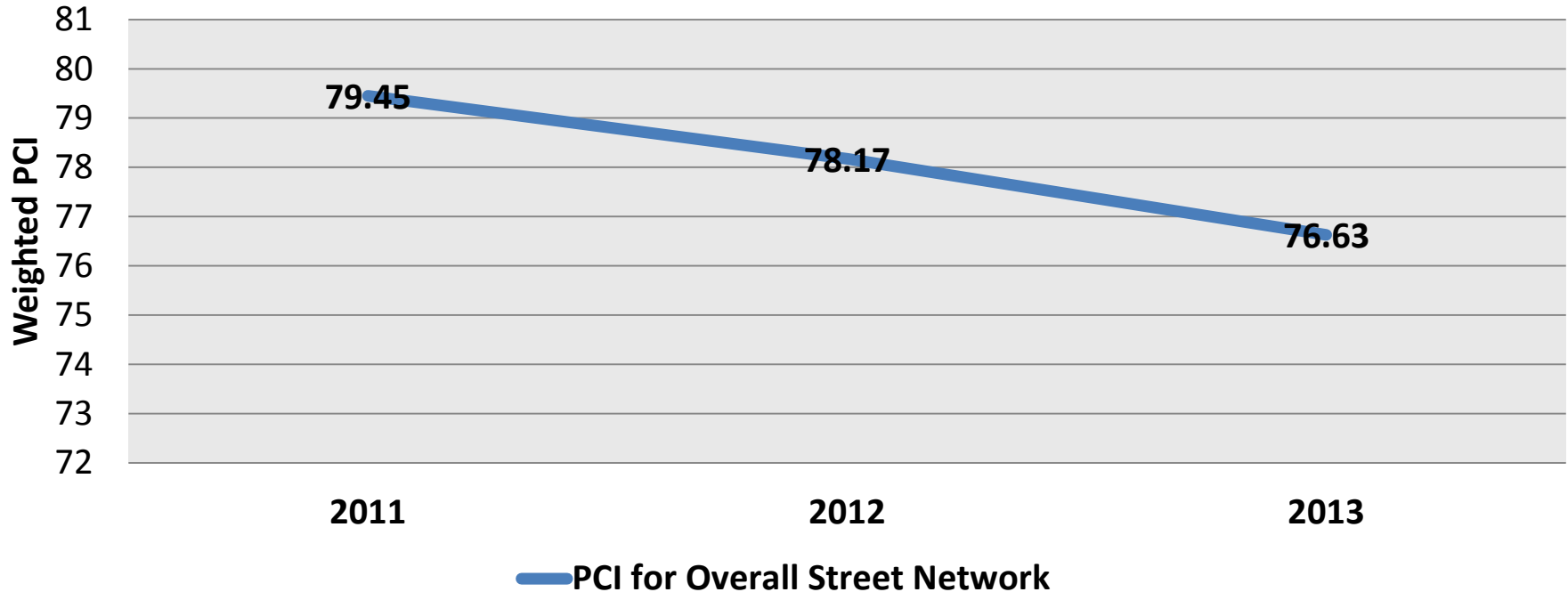
- **Local Street** - Residential street
- **Non-local Street** - Collector and arterial streets
- **Improved Street** - Street with curbs and gutters
- **Unimproved Street** - Street without curbs and gutters (also referred to as “county type roads”)
- **PCI** – Pavement Condition Index (ranges from 0 to 100, with 100 being the best condition)

Terms and Definitions (cont'd)

- **Maintenance Project** – any project that is intended to extend the useful life of an existing street short of complete reconstruction
- **Reconstruction** - Replacing the existing street with a new street that is designed to current standards, including curbs, gutters, sidewalks and drainage

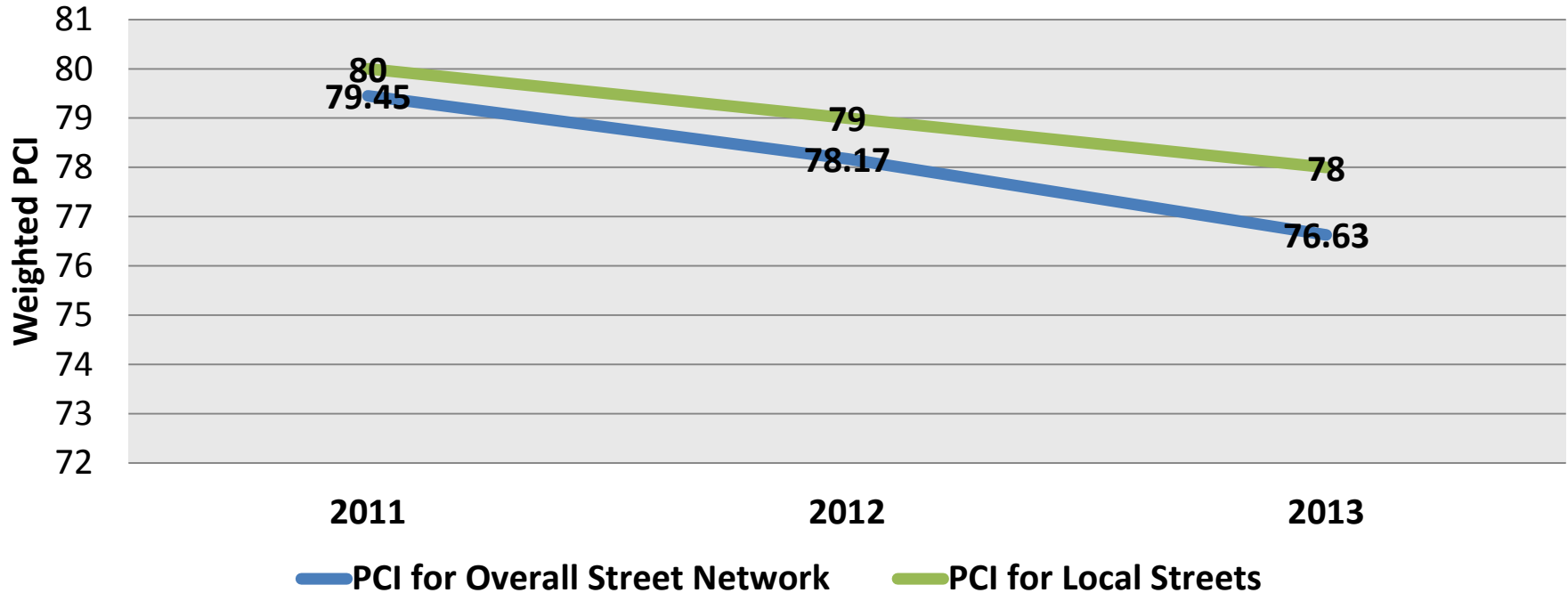
2013 Street Condition Assessment

PCI vs Time



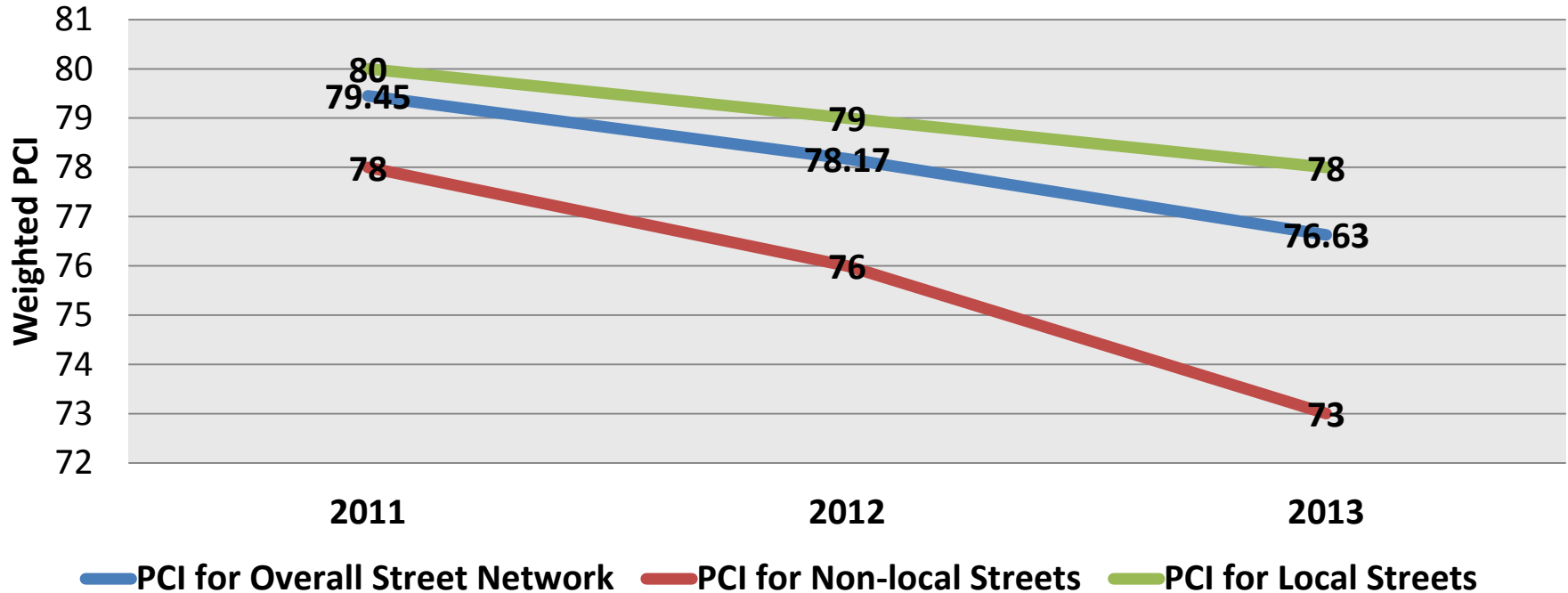
2013 Street Condition Assessment

PCI vs Time



2013 Street Condition Assessment

PCI vs Time



2013 Street Condition Assessment



Green/Good
PCI(70 to 100)

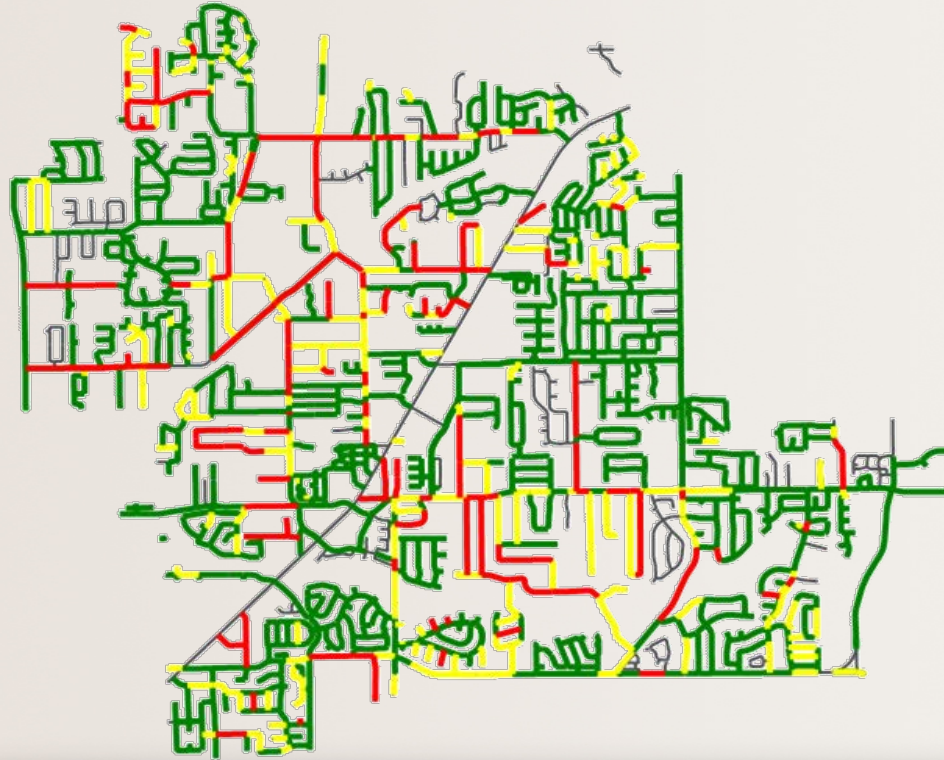


Yellow/Fair
PCI (50 to 70)

Red/Poor
PCI (0 to 50)



2013 Street Condition Assessment



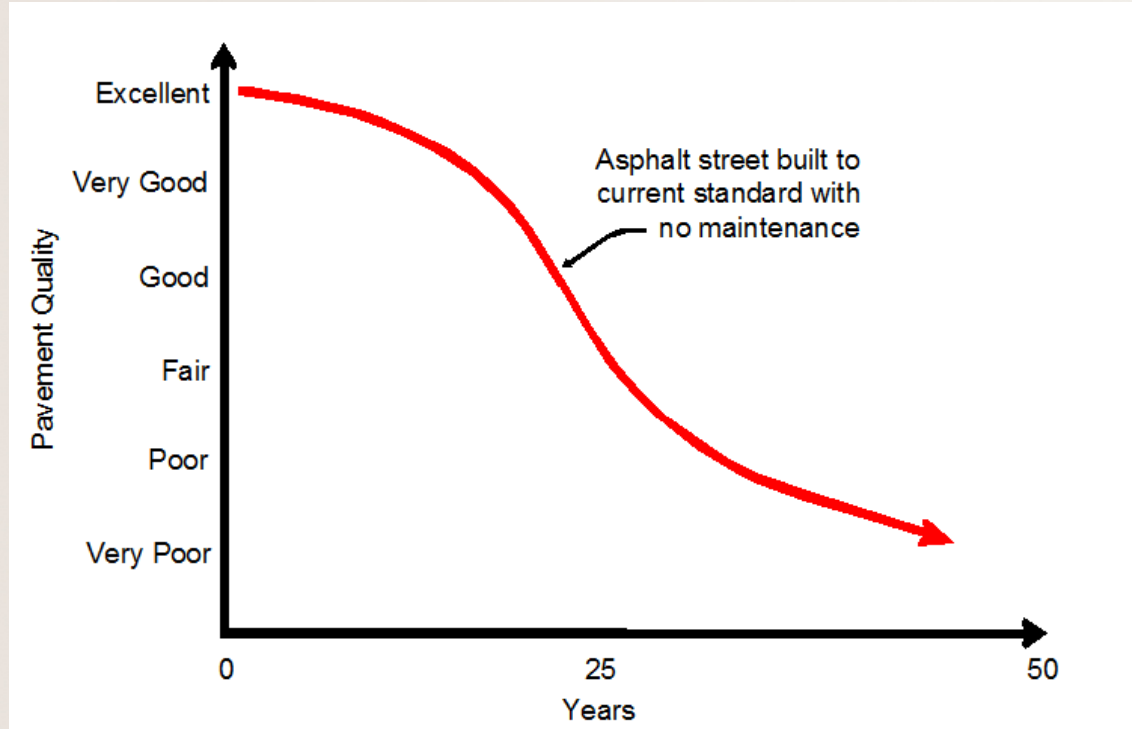
Green/Good
PCI(70 to 100)

Yellow/Fair
PCI (50 to 70)

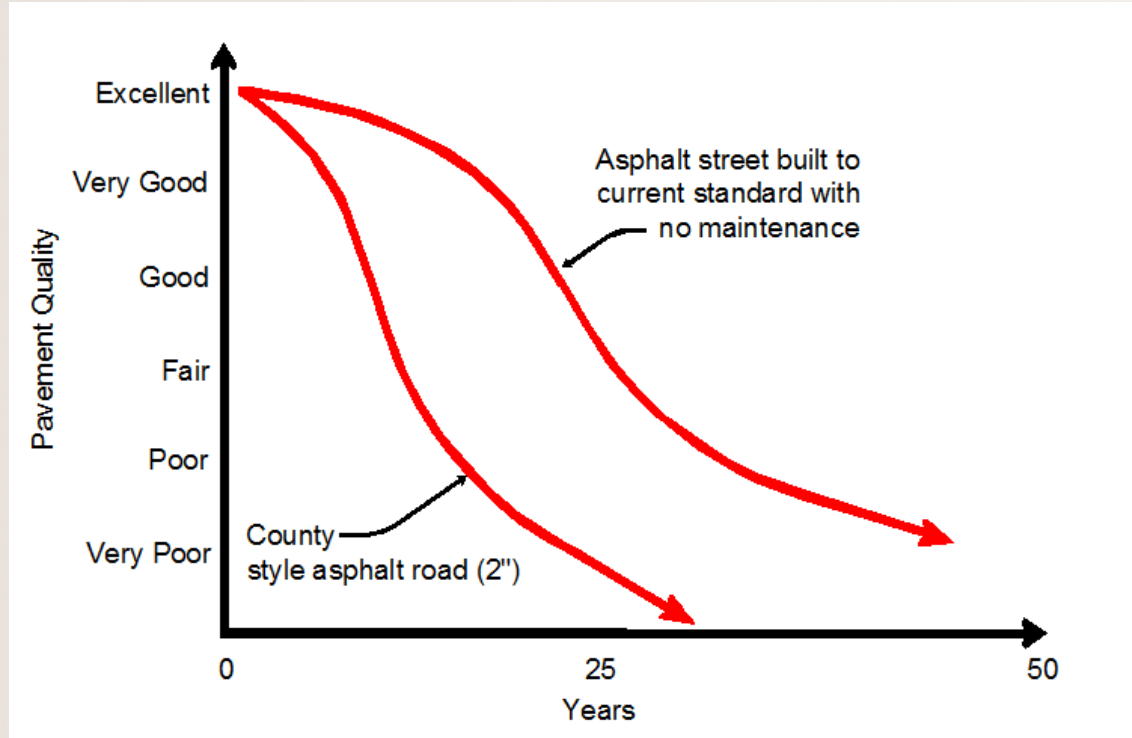
Red/Poor
PCI (0 to 50)

Current PCI Values

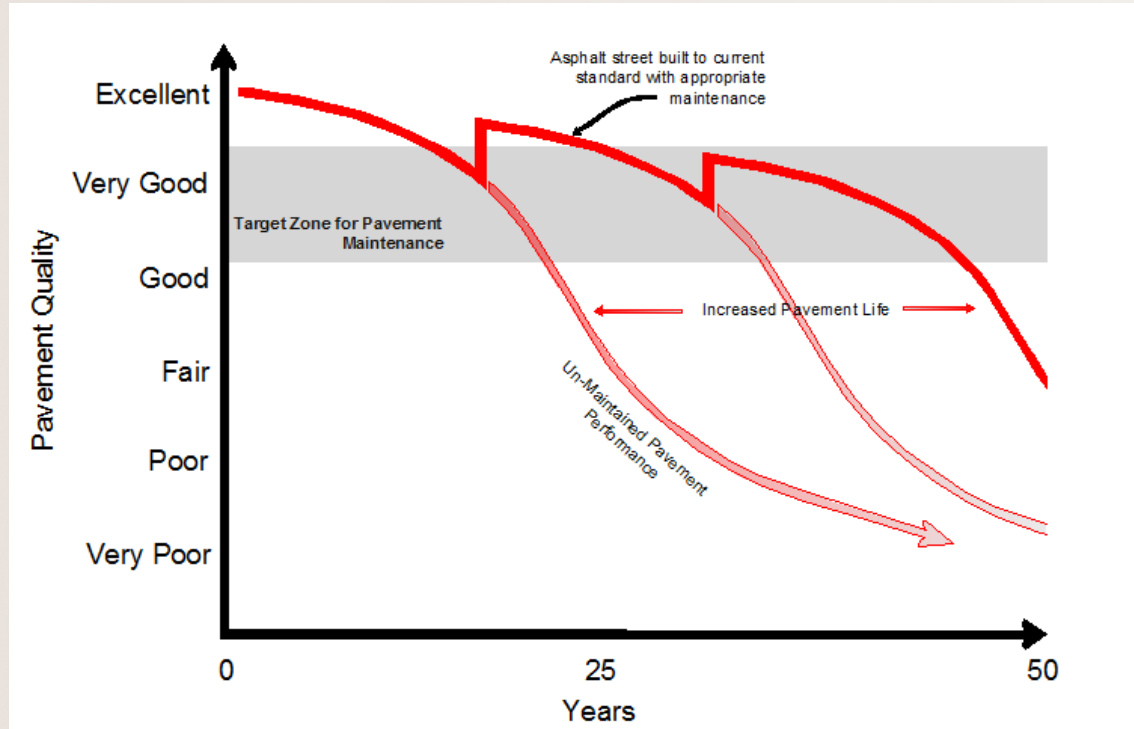
Asphalt Street Deterioration



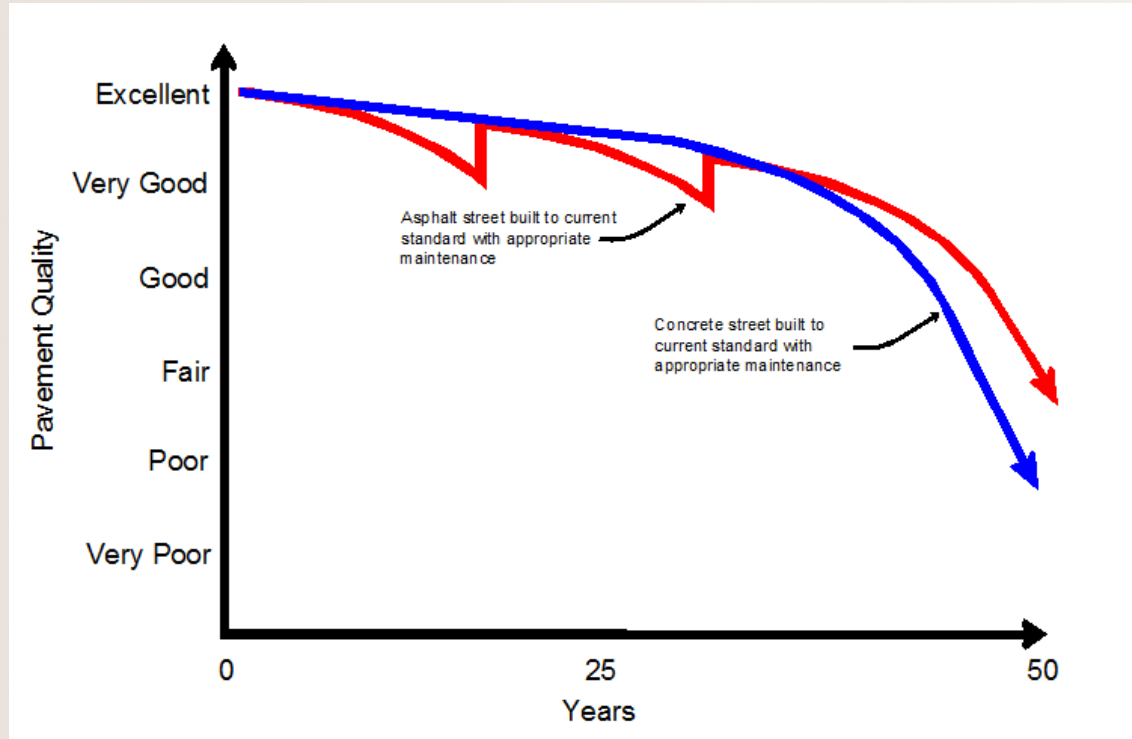
Asphalt Street Deterioration



Asphalt Street Deterioration



Concrete Street Deterioration



Historical Perspective

- Most of our non-local streets were built by the county prior to incorporation
- Originally gravel roads
- 2" asphalt surface was added
- Traditional maintenance practice was to remove and replace the asphalt surface every 5-7 years
- Resulted in minimal disruption to traffic
- Treated only the surface defects, without regard to the subgrade
- This practice was discontinued in 2011

Pavement Condition

In 2008 a 2" mill and overlay was performed on Glade Road from Montclair Drive to Bluebonnet Drive



Pavement Condition



Street Maintenance Program

- Preventive Maintenance
 - Generally done by City crews
 - Pothole repairs
 - Crack sealing
- Major Maintenance
 - Generally done by contractors
 - Seal Coating (micro-seal, slurry seal)
 - Mill and overlay
 - Full depth reclamation
 - Concrete repairs



2013 Assessment Results

Street Name	2011 Actual PCI	2013 Projected PCI	2013 Actual PCI	Difference
L.D. Lockett Road	82	78	36	(42)
Glade Road	94	90	52	(38)
Bedford Road	97	93	62	(31)
John McCain Road	76	71	40	(31)
Westcoat Drive	97	93	63	(30)
Bransford Road	100	93	64	(29)
Cheek-Sparger Road	75	70	47	(23)
White Drive	86	82	65	(17)
Pleasant Run Road	73	68	52	(16)
Thompson Terrace	44	36	21	(15)

PCI = Pavement Condition Index

Maintenance Considerations

- Preventive maintenance requirements
- Adequacy of subgrade
- Life cycle costs
- Constructability
- Impact on mobility

Subgrade Stabilization

- A pavement is only as strong as its foundation
- CMJ Engineering, Inc. Recommendation



Subgrade Stabilization

- Match the treatment to the need
- Lime additive stabilizes expansive clay soils
- Cement adds strength to any soil type
- Required treatment is based on soil type
- All soils require use of cement
- This requirement applies to ALL new road construction

Mobility Impacts

- Preventive maintenance
 - Least disruptive
 - Localized lane closures
- Major Maintenance
 - Moderately disruptive
 - Full lane closures for up to a day
- Reconstruction
 - Most disruptive
 - Limited to one way traffic and local access
 - Faster and less costly if road closed

Reconstruction

- Results in a new road constructed to current standards
- Most expensive
- Results in longest life
- Greatest disruption on mobility



Murphy Road
Reconstruction

Reconstruction Needs (based on a 25 year goal of reconstructing all unimproved streets)

- Approximately 91.4 lane miles of unimproved streets
- Estimated cost \$1 million per lane mile
- Estimated Cost of \$3.7 million needed annually to fund reconstruction of unimproved streets - **This is above and beyond the funding needed to maintain the existing street system**

Needs Assessment

Year	Maintenance Needs	Reconstruction Needs
2015	\$3.0 M	\$3.7 M
2016	\$3.0 M	\$3.7 M
2017	\$3.0 M	\$3.7 M
2018	\$3.0 M	\$3.7 M
2019	\$3.0 M	\$3.7 M
2020	\$3.0 M	\$3.7 M
2021	\$3.0 M	\$3.7 M
2022	\$3.0 M	\$3.7 M
2023	\$3.0 M	\$3.7 M
2024	\$3.0 M	\$3.7 M
	\$30.0 M	\$37.0 M

Needs Assessment

Year	Maintenance Needs	Reconstruction Needs	Projected Funding		
			Maintenance	Reconstruction	Variance
2015	\$3.0 M	\$3.7 M	\$0.71 M	\$2.18 M	(\$3.81 M)
2016	\$3.0 M	\$3.7 M	\$1.65 M	\$0.8 M	(\$4.25 M)
2017	\$3.0 M	\$3.7 M	\$2.5 M	\$0.10 M	(\$4.1 M)
2018	\$3.0 M	\$3.7 M	\$0.8 M	\$1.8 M	(\$4.1 M)
2019	\$3.0 M	\$3.7 M	\$1.6 M	0	(\$5.1 M)
2020	\$3.0 M	\$3.7 M	\$1.6 M	0	(\$5.1 M)
2021	\$3.0 M	\$3.7 M	\$1.6 M	0	(\$5.1 M)
2022	\$3.0 M	\$3.7 M	\$1.6 M	0	(\$5.1 M)
2023	\$3.0 M	\$3.7 M	\$1.6 M	0	(\$5.1 M)
2024	\$3.0 M	\$3.7 M	\$1.6 M	0	(\$5.1 M)
	\$30.0 M	\$37.0 M	\$ 15.26 M	\$4.88 M	(\$46.86 M)

What can be done for \$1.6 million?

- 0.8 miles of reconstruction
 - Enhanced pedestrian mobility (sidewalks and trails)
 - Curbs, gutters, and drainage
- 2.84 miles of full depth (6" pavement) reclamation
 - 25 year pavement
 - Stabilized subgrade
 - No pedestrian mobility improvements
 - No drainage improvements
- 8.53 miles of 2" mill and overlay
 - 5-7 year pavement
 - No pedestrian mobility improvements
 - No drainage improvements

Recent Street Projects

- Bandit Trail (2012 Tarrant County Project - reclamation)
- Jackson Road (2012 Tarrant County Project - reclamation)
- Pembroke Parkway (2012 Annual Project - reclamation)
- Crossing at Colleyville (2012 Annual Project- reclamation)
- Woodbriar West (2012 Annual Project – reclamation/micro-surface)
- Central Drive (2013 Annual Project - reclamation)
- Kenshire Drive (2013 Annual Project - reclamation)
- Windview Estates (2013 Annual Project – reclamation/mill and overlay)
- Murphy Road (2013 Somerset CDA - reconstruction)

Recent Street Projects

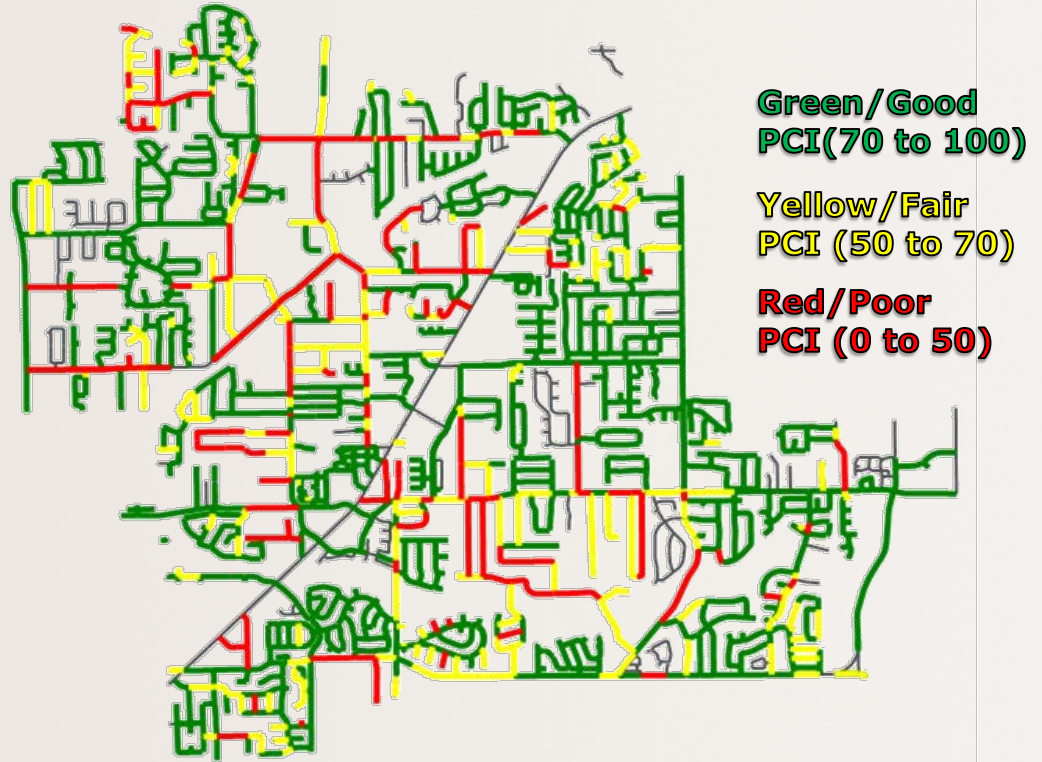


Current Street Projects

- 2014 Funded Street Projects
 - Kingston Estates (Reconstruction)
 - Pleasant Run Road (Reconstruction)
 - Jewel Estates (Reclamation/Mill and Overlay)
- Major Maintenance
 - MicroSurface
 - o Highland Meadows
 - o Woodland Hills
 - Full Depth
 - o Cheek-Sparger Road (near Heritage Avenue in conjunction with Bedford)
- Base Repairs (as available funding allows)
 - Pleasant Run Road, Glade Road, Bedford Road

Summary

- When looking at the entire street network, Colleyville's streets are in relatively good condition
- They are, however, deteriorating at a faster rate than what is being offset by our current maintenance program – in other words, we're losing ground
- The most heavily traveled streets are in the worst condition



Summary

- An investment of approximately \$3 million annually is needed to maintain the street system in its current state (Overall PCI = 76+)
- Additional funding in the amount of \$3.7M is needed in order to reconstruct unimproved streets if the City is trying to address all unimproved street sections in 25 years
- Less expensive alternatives to reconstruction, such as reclamation or mill and overlay, do not address drainage or pedestrian mobility issues

Questions and Comments



City of Colleyville

2012 Pavement Analysis

May 31, 2012

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Project Description

Streets are one of the largest assets owned and maintained by municipal, state, and federal governments. The City of Colleyville is responsible for the maintenance and upkeep of over 282 lane miles of publicly-owned streets. This does not include the streets in private subdivisions that are maintained by Home Owners Associations, nor does it include Colleyville Boulevard, which is maintained by the Texas Department of Transportation. At a replacement cost in excess of \$500,000 dollars per lane mile, not including the value of the land, the City of Colleyville has over \$150 million invested in its network.

Preservation of the existing street system has become a major priority for the City of Colleyville. However, there is limited funding available to maintain the current street system and the current maintenance needs largely outweigh the available funding. This is due, in part, to the fact that many of Colleyville's streets were built by the county prior to the City becoming incorporated, and they were not built to accommodate modern day urban traffic. In order to optimize the funds that are available, the Department of Public Works is in the process of implementing a pavement management program as part of an overall infrastructure management plan. A pavement management program, when used properly, has been proven to assist decision-makers in optimizing the use of available maintenance and reconstruction funds. The City of Colleyville Pavement Management Program (CPMP) is in the first stages of development and will be an ongoing process that will continue to evolve and be refined as needed to provide the best possible results.

Pavement management is the process of planning, budgeting, designing, funding, constructing, maintaining, rehabilitating, monitoring, and evaluating the street network to provide the maximum benefits with the available funding. The CPMP is a set of guidelines and methodologies that will assist decision makers in determining optimum strategies for extending the useful life of existing pavement as long as possible. The key to this is to ensure streets are constructed to existing standards when they are first built, and then applying the proper maintenance or rehabilitation techniques during their useful life. As shown in *Figure 1*, streets that receive preventive maintenance when they are in good condition will cost less over their lifetime than streets that are allowed to deteriorate to a poor condition. In the absence of an adequate routine pavement maintenance program, streets require more frequent reconstruction, thereby costing millions of extra dollars.

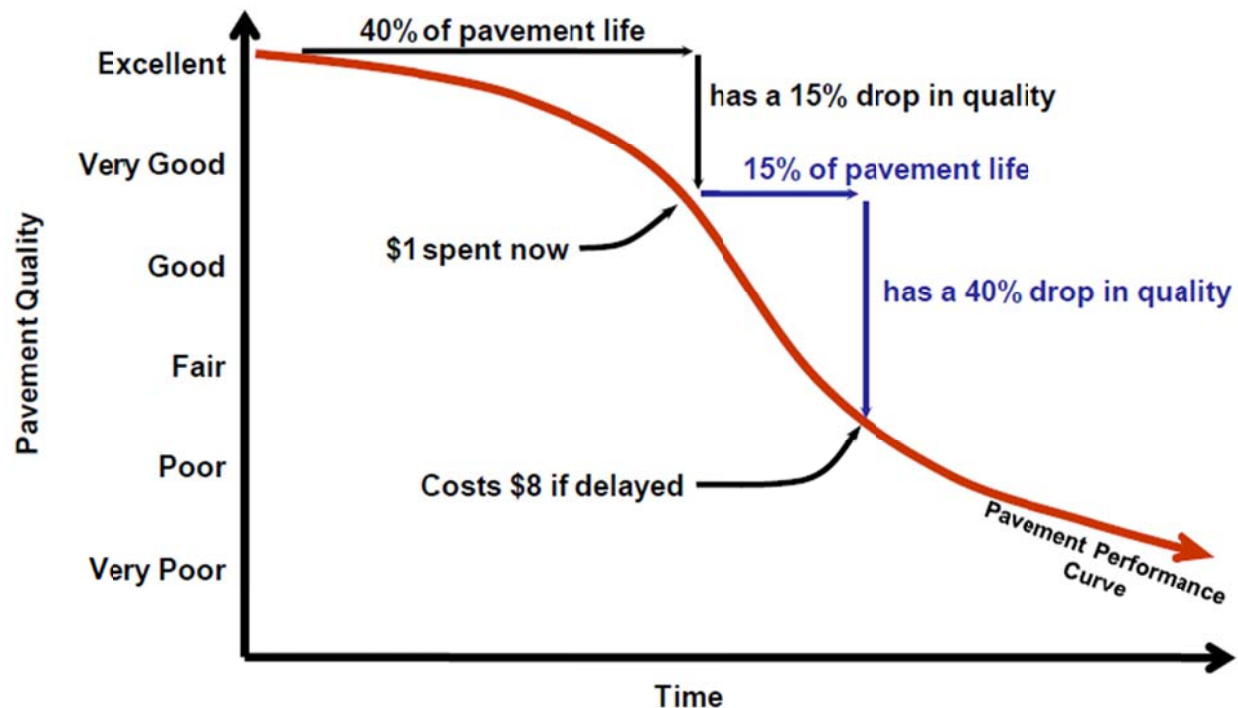


Figure 1 - Deterioration Curve

As can be seen in *Figure 1*, pavement quality drops over time until the pavement condition becomes unacceptable. For each street, the shape of the curve, and hence the rate of deterioration, is dependent on many factors, foremost of which are the strength of the roadway structure and traffic loading. The key to a successful pavement management program is to develop a reasonably accurate performance model of the pavement, and then identify the optimal timing and rehabilitation strategies. The resultant benefits of this exercise are realized by the long term cost savings and a slower rate of deterioration over time. As illustrated in *Figure 1*, pavements typically deteriorate rapidly once they hit a specific threshold. A \$1 investment after 40% of pavement lifespan is much more effective then deferring maintenance until more costly rehabilitation or reconstruction is required just a few years later.

The CPMP will assist staff in developing long-term maintenance and rehabilitation programs and budgets. The key is to develop policies and practices that will delay the inevitable total reconstruction as long as practical, yet still remain within the target zone for cost effective rehabilitation. That is, as each street approaches the steep part of its deterioration curve, application of a maintenance technique that extends the pavement life, at a minimum cost, puts off costly rehabilitation and reconstruction. The goal of the CPMP is to identify the optimal renewal strategies, then allocate the funds to keep the roadway network at a satisfactory level of service. *Figure 2* illustrates the concept of extending the useful pavement life through the application of timely preventive maintenance and rehabilitation activities.

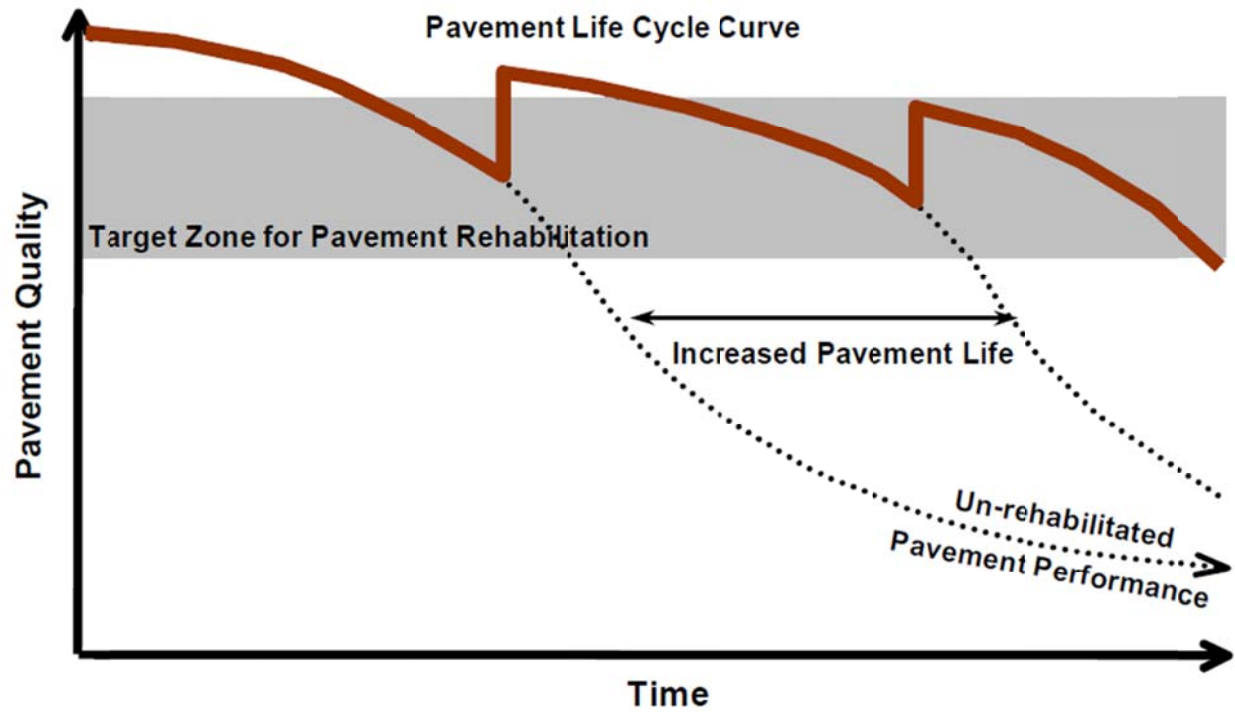


Figure 2 - Pavement Life Cycle

City of Colleyville - Pavement Management Program

The CPMP is a new system that is currently being developed by city staff to ensure that the available funding for street maintenance is used to its fullest extent. The CPMP includes several steps that include:

- Assessment of existing street conditions
- Analysis of the data collected in the condition assessment
- Development of an Overall Condition Index (OCI)
- Establishment of Acceptable Level of Services
- Development of budgets
- Execution of plans

The City of Colleyville used the services of Applied Research Associates, Inc. (ARA), a national engineering firm, to perform the initial step of the CPMP. ARA was hired by the City last December to perform a pavement condition assessment and provide the City with a Pavement Condition Index (PCI) for every public street in the City. The street system was broken into approximately 1,400 individual street segments. ARA took measurements of every public street and assigned a rating of 0 to 100 for each street surveyed. The PCI is a rating of the surface condition of the street only. It does not take into account any other factors, such as pavement thickness, or street width, which contributes to the overall condition of the street. In order to accurately predict the performance of Colleyville's streets over time, and develop realistic performance curves, this process will need to be repeated every three years.

The next step of the CPMP is to analyze the data provide by ARA and establish an OCI that takes into account more than just the pavement surface condition. City staff has developed an OCI that takes into account the PCI, the width of pavement, the pavement thickness, structural stability, safety, and drainage. The average daily traffic was not considered in the development of the OCI, as the average daily traffic will be accounted for in the establishment of the acceptable level of services. The OCI is a numerical value of 0 to 100 that takes the above mentioned factors into consideration to better represent the status of a particular street segment. This rating is a tool that will be used to assist in the development of maintenance programs. The OCI and PCI should be used together in the decision-making process, as both of these ratings provide useful data.

Difference Between the PCI and the OCI

The OCI was developed in order to look beyond just the surface condition of a street and provide a rating that more accurately reflects the overall status of a street segment. The factors and their weighting that contribute to the OCI are:

- Pavement Condition Index (40%)
- Pavement Section Thickness (20%)
- Pavement Width (10%)
- Presence of Curb and Gutters (10%)
- Stabilized Subgrade (10%)
- Existing Roadside Ditch Safety (10%)

By establishing the OCI, a rating system is developed that looks at several factors, not just the surface conditions. However, it should be used in conjunction with the PCI as both the OCI and PCI only tell a portion of the story when they are viewed independently. When the PCI and OCI are viewed together a more complete picture is given as to the condition of the street segment. A street segment may have a high PCI and a low OCI and vice versa. By looking at both of the values in conjunction with each other a much more detailed understanding of the conditions can be determined.

As an example, a portion of Lavaca Trail has a PCI of 13 and an OCI of 25. The basis for this is that the street segment has shallow ditch lines that act as a shoulder (10 points) the pavement width is approximately 20 feet, sufficient for two full lanes of traffic (5 points), the pavement thickness is 2" (5 points) and the PCI is 13 (5 points). Here the OCI equates to 25. By looking at both the PCI and OCI it can be determined that the existing pavement is in bad condition and needs to be replaced (PCI is too low to justify any maintenance technique other than complete reconstruction) but the street cross section may be safer than some street sections with a higher PCI.

Another example is L.D. Lockett Road, which has a section of street that was rehabilitated as part of the 2011 Street Rehabilitation Project. It has a PCI of 100 and an OCI of 70. The basis for this difference in the two values is the street segment has deep ditch lines and no shoulders (0 points), this segment does not have curbs and gutters (0 points), the pavement width is approximately 24 feet (10 points), the pavement thickness is 4.0" (10 points), the base was stabilized during the rehabilitation (10 points), and the PCI is 100 (40 points). Therefore, the OCI equates to 70. By looking at both the PCI and the OCI it can be seen that the existing pavement is new and in good condition, the street does not meet current standards, and there are needs along this street section that go beyond the pavement condition (width of pavement, drainage system).

Roadway Network Condition and Findings

The City of Colleyville has over 282 lane miles of streets, including arterials, collectors, and local (residential) streets. For the purpose of this report, arterials and collectors will be combined and labeled as non-local streets. The distribution of Colleyville's street system is shown in *Figure 3*.

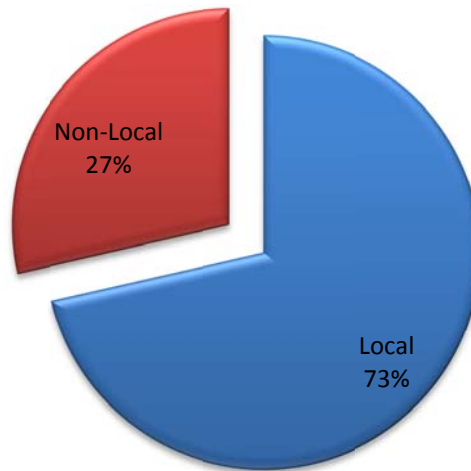


Figure 3 - Roadway Classification Distribution

Figure 4, presented below, shows the distribution of pavement based on type of material, either asphalt or concrete.

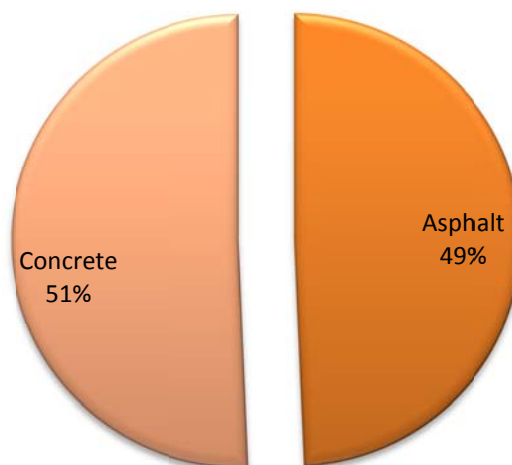


Figure 4 - Roadway Material Distribution

Figure 5, presented below, shows the distribution of the PCI's and the OCI's for the complete street network in the City of Colleyville. The average weighted PCI and OCI for the entirety of the City of Colleyville street system is 76.4 and 74.2, respectively. From the PCI and OCI distribution, several broad generalizations may be made:

- This PCI and OCI values show that the overall condition of the network is in reasonably good condition
- A large portion of the network has a PCI/OCI rating of 70 or better (71.5%)
- More than 12% of the system has a PCI/OCI rating below 50, which means the streets in that range have failed and need to be reconstructed

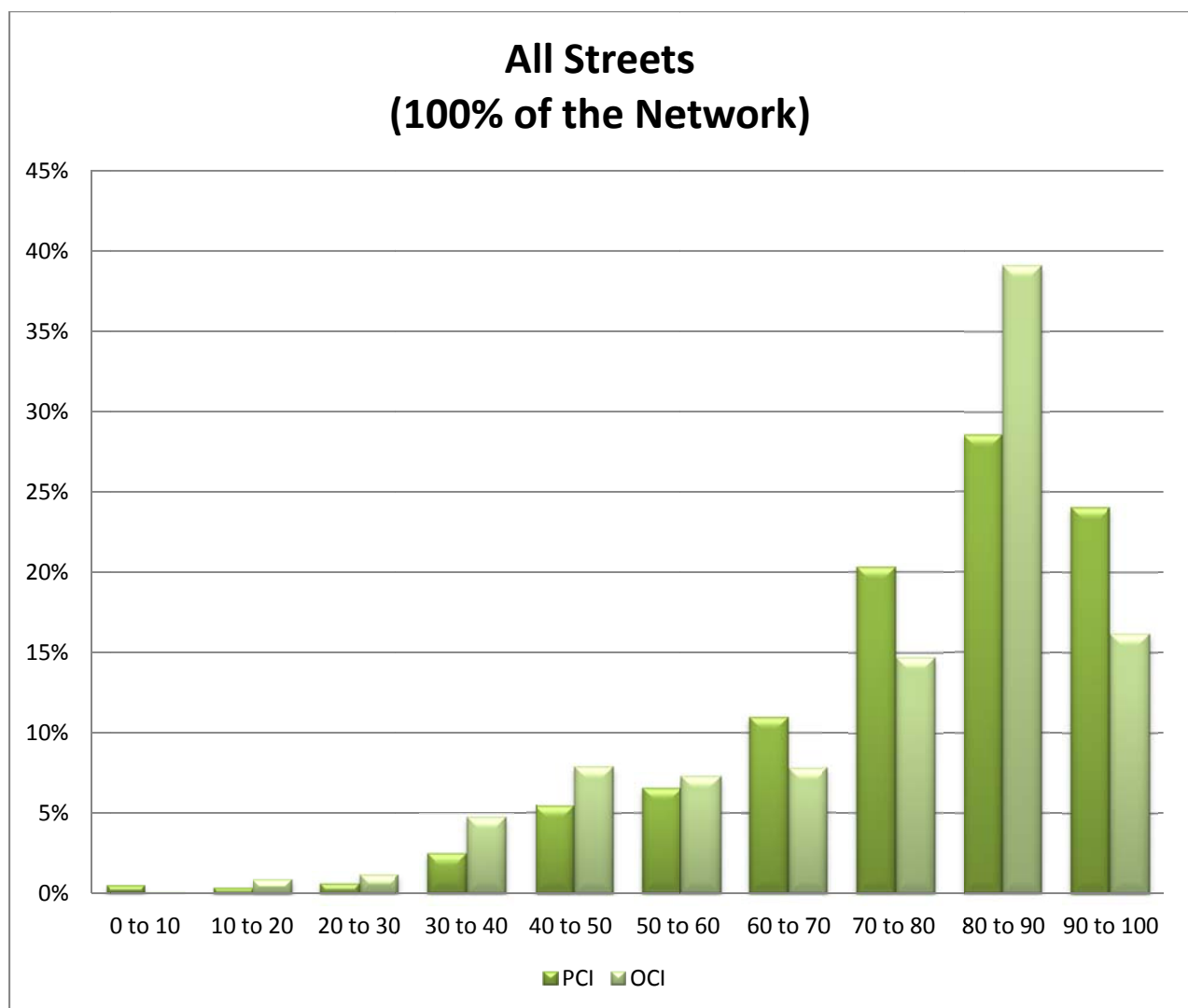


Figure 5 - All Streets PCI / OCI Distribution

Figure 6, presented below, shows the distribution of the PCI's and the OCI's for the local streets within the street network in Colleyville. The average weighted PCI and OCI for the local street segments of the system is 77.3 and 77.0, respectively. From the PCI/OCI distribution, several broad generalizations may be made:

- Local streets are, for the most part, in good condition overall
- The majority of the local street network has a PCI/OCI rating above a 70 (76%)
- More than 9% of the system has a rating below 50, which means the streets in that range have failed and need to be reconstructed

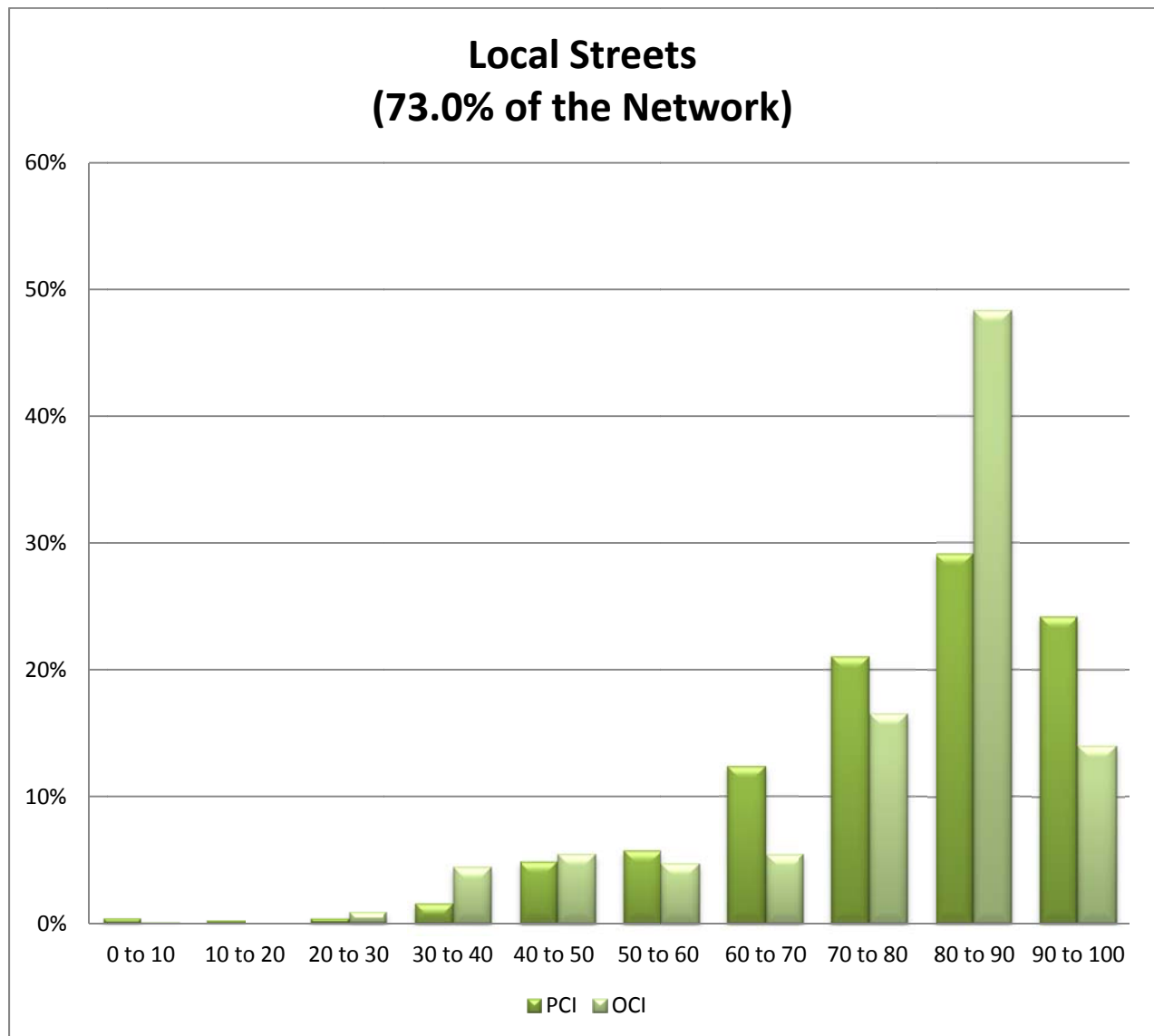


Figure 6 - Local Streets PCI / OCI Distribution

Figure 7, presented below, shows the distribution of the PCI's and the OCI's for the non-local streets within the street network in Colleyville. The average weighted PCI and OCI for the non-local street segments of the City of Colleyville roadway system is 74.1 and 68.9, respectively. From the PCI/OCI distribution, several generalizations may be made:

- The non-local streets have an overall good rating (59.8% above 70)
- The percentage of non-local streets with a PCI/OCI of 50 or less is 18.46%
- The PCI/OCI values indicate that many non-local streets are not built to standard

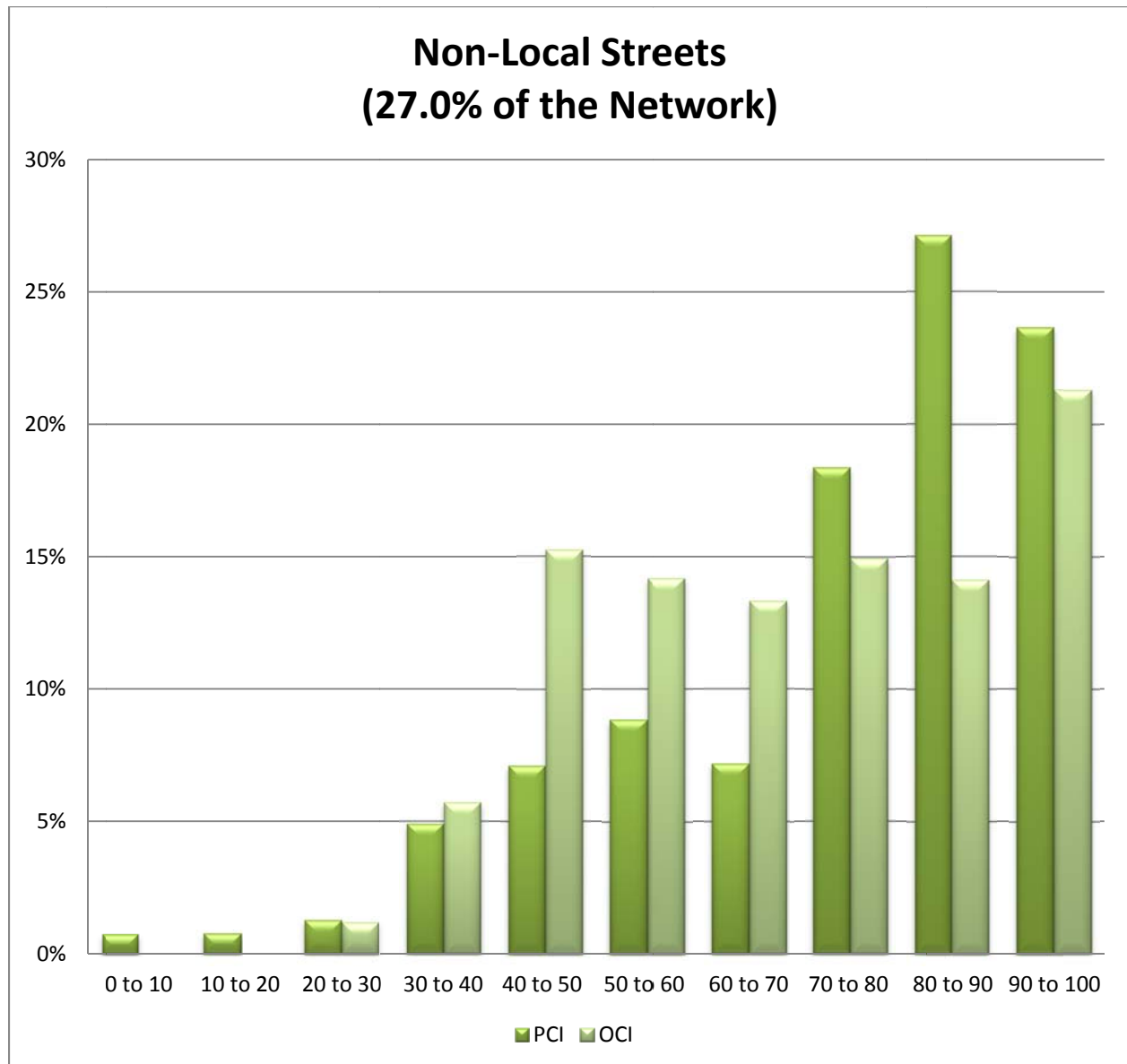


Figure 7 - Non-Local Streets PCI /OCI Distribution

Figure 8, presented below, shows the distribution of the PCI's and the OCI's for the concrete streets within the network. The average weighted PCI and OCI for the concrete street segments is 81.1 and 84.3, respectively. From the PCI/OCI distribution, some generalizations may be made:

- The concrete streets in the network are in very good condition
- Because the concrete streets are newer, they bring the network average up
- Very few concrete street segments are in need of major repairs

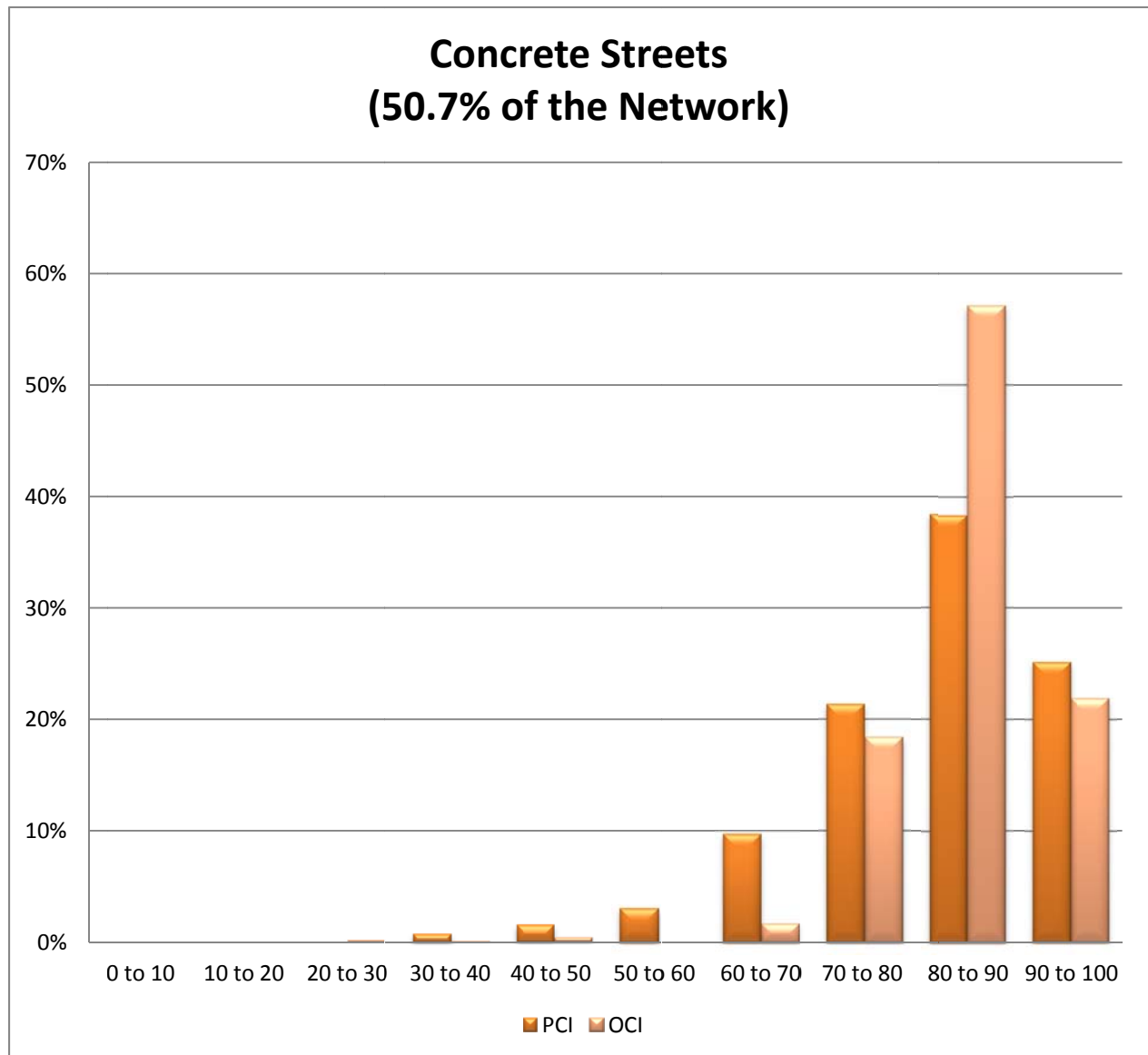


Figure 8 - Concrete Streets PCI /OCI Distribution

Figure 9, presented below, shows the distribution of the PCI's and OCI's for the concrete local streets within Colleyville. The average weighted PCI and OCI for the concrete local street segments of the City of Colleyville roadway system is 81.1 and 84.0, respectively. From the PCI/OCI distribution, several broad generalizations may be made:

- The local concrete streets in the network are in very good condition
- The local concrete streets are newer and help bring the network average up
- Few street segments are in need of major repairs

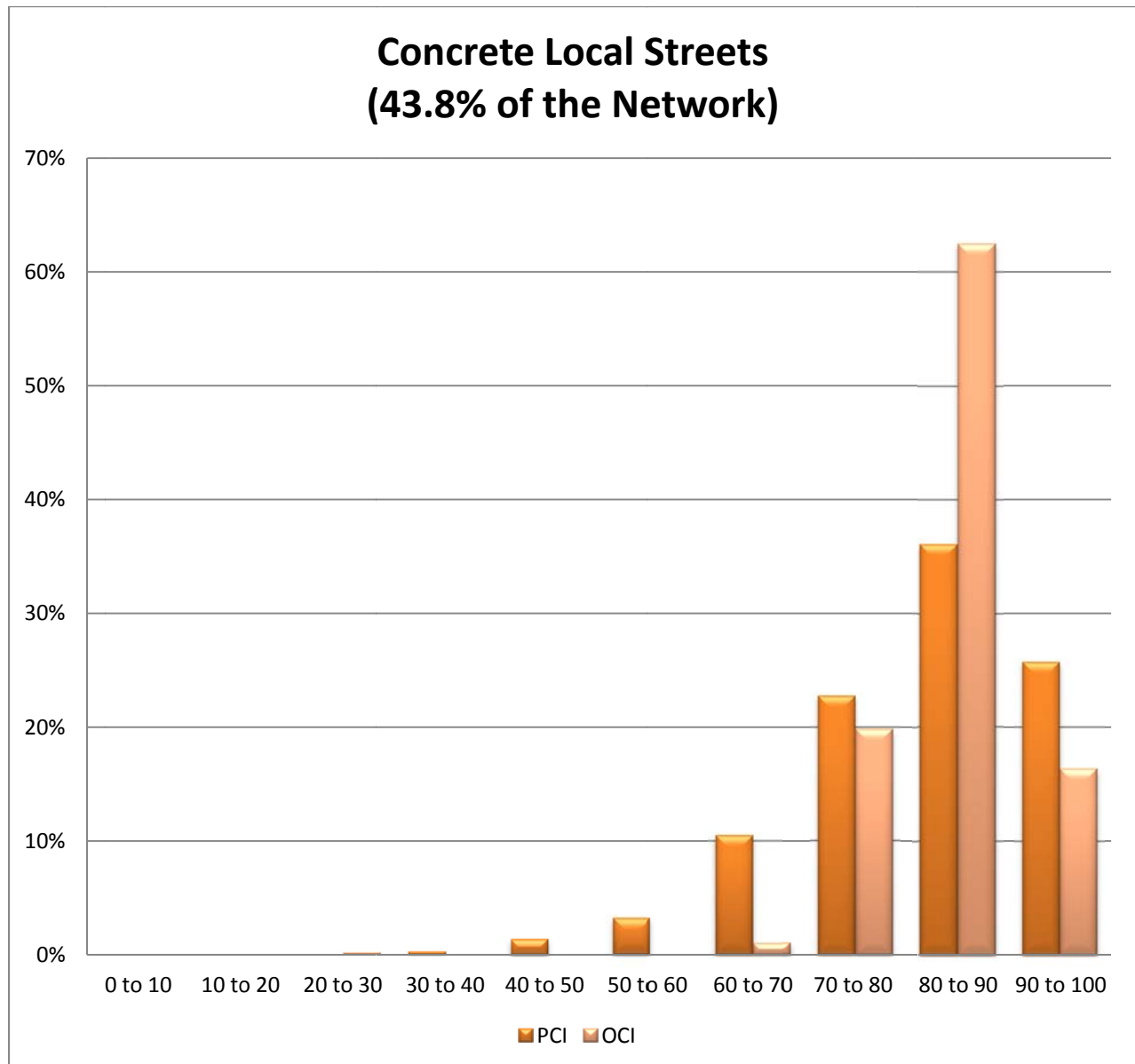


Figure 9 - Concrete Local Streets PCI / OCI Distribution

Figure 10, presented below, shows the distribution of the PCI's and OCI's for the concrete non-local streets in the City. It should be noted that non-local concrete streets comprise only 6.9% of the total network. The average weighted PCI and OCI for the concrete non-local street segments of the City of Colleyville roadway system is 80.7 and 86.3, respectively. From the PCI/OCI distribution, the following generalizations may be made:

- The concrete streets in the network are in very good condition
- The concrete streets are newer and help bring the network average up
- Few street segments are in need of major repairs

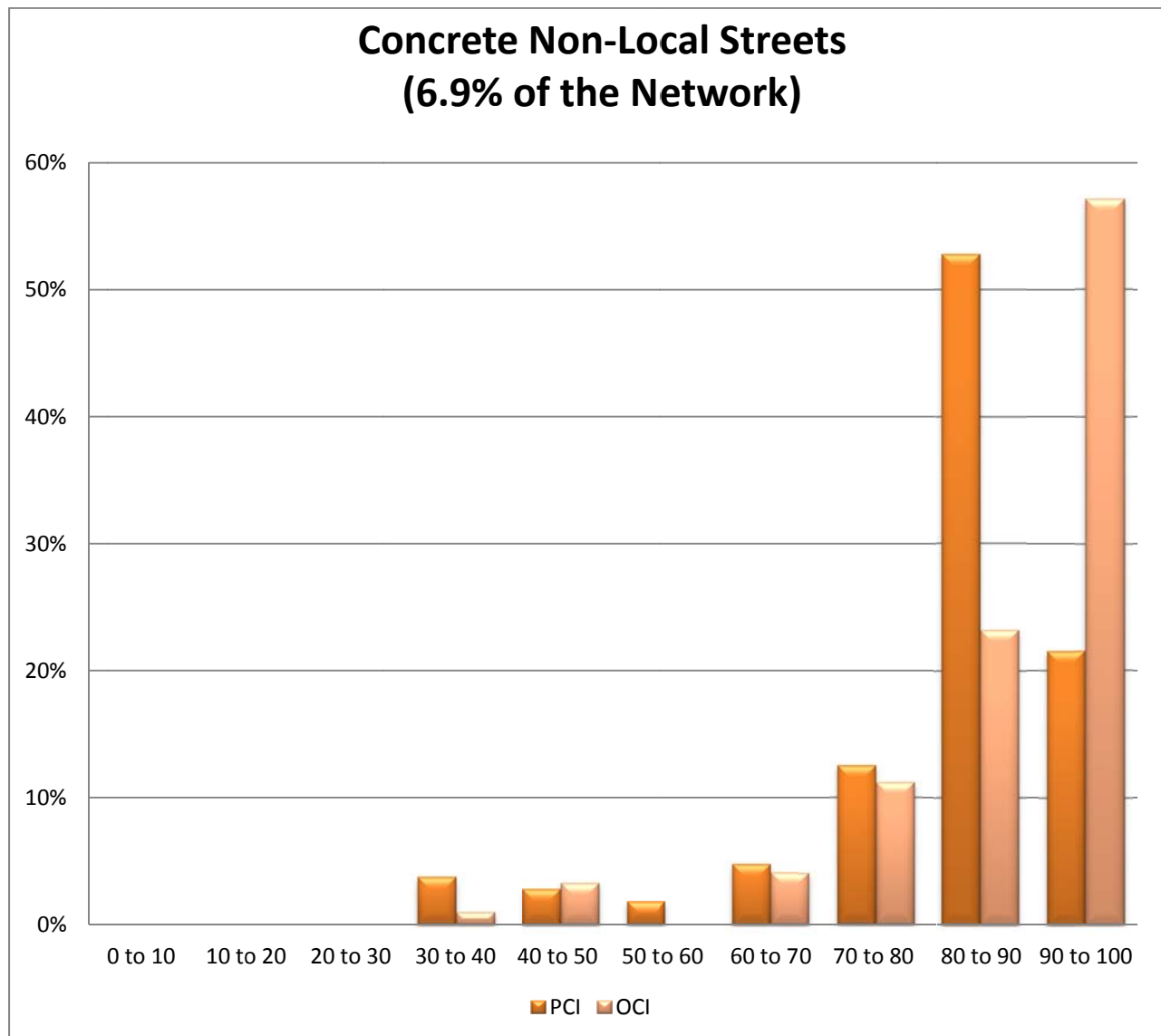


Figure 10 - Concrete Non-Local Streets PCI /OCI Distribution

Figure 11, presented below, shows the distribution of the PCI's and OCI's for the asphalt streets within the network. The average weighted PCI and OCI for the asphalt street segments of the City of Colleyville roadway system is 71.7 and 63.8, respectively. From the PCI/OCI distribution, the following generalizations may be made:

- The asphalt street portion of the network brings the network average down
- A good portion of the asphalt network is rated below 50 (23.0%)
- Nearly 50% of the non-local network is rated below 70 (48.6%)

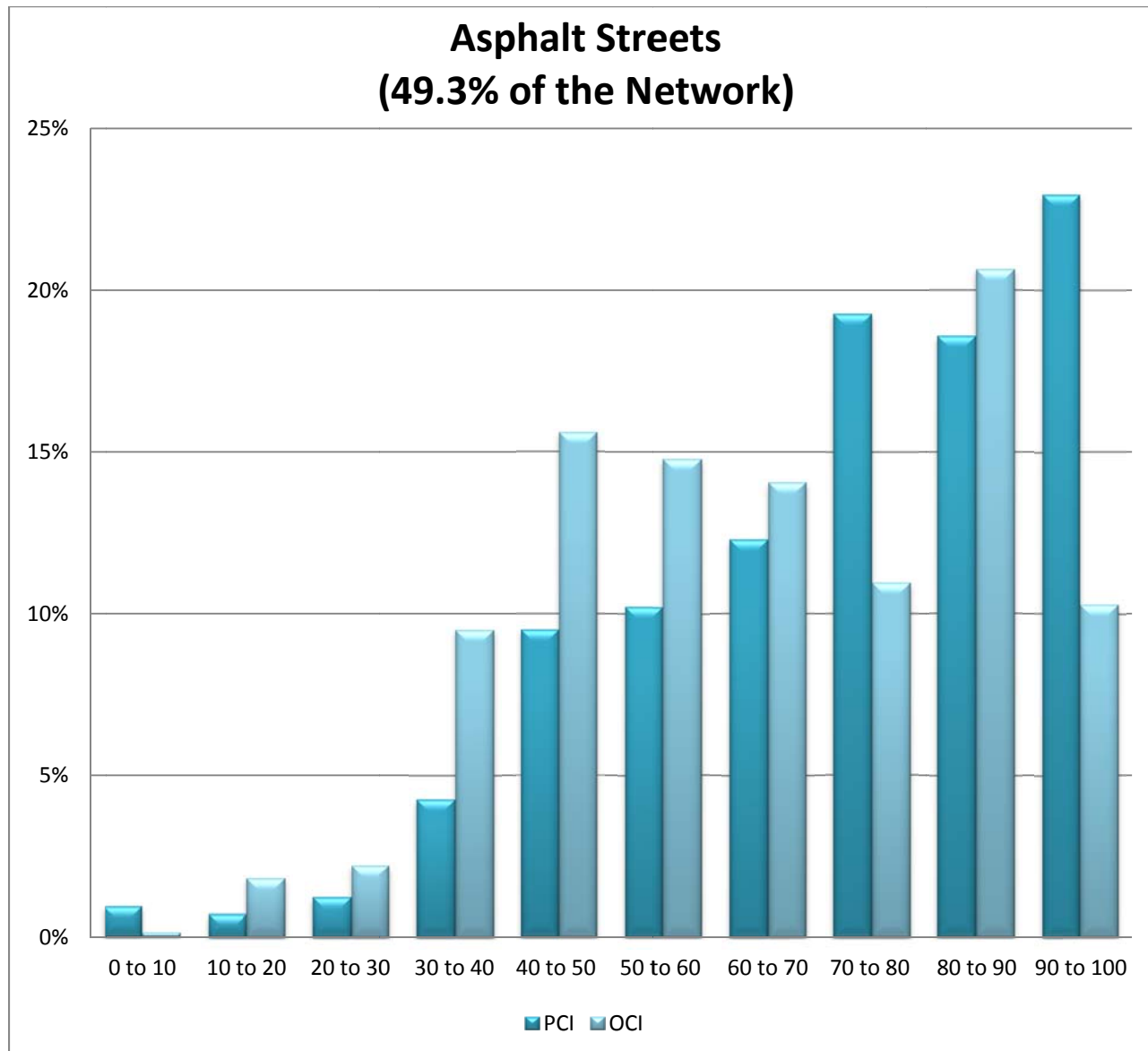


Figure 11 - Asphalt Streets PCI /OCI Distribution

Figure 12, presented below, shows the distribution of the PCI's and OCI's for the asphalt local streets. The average weighted PCI and OCI for the asphalt street segments in the network is 71.9 and 66.7, respectively. An analysis of the PCI/OCI distribution indicates that:

- The asphalt street portion of the network brings the network average down
- A good portion of the asphalt network is rated below 50 (21.1%)
- Nearly 55% (54.6%) of the local asphalt streets have a rating above 70

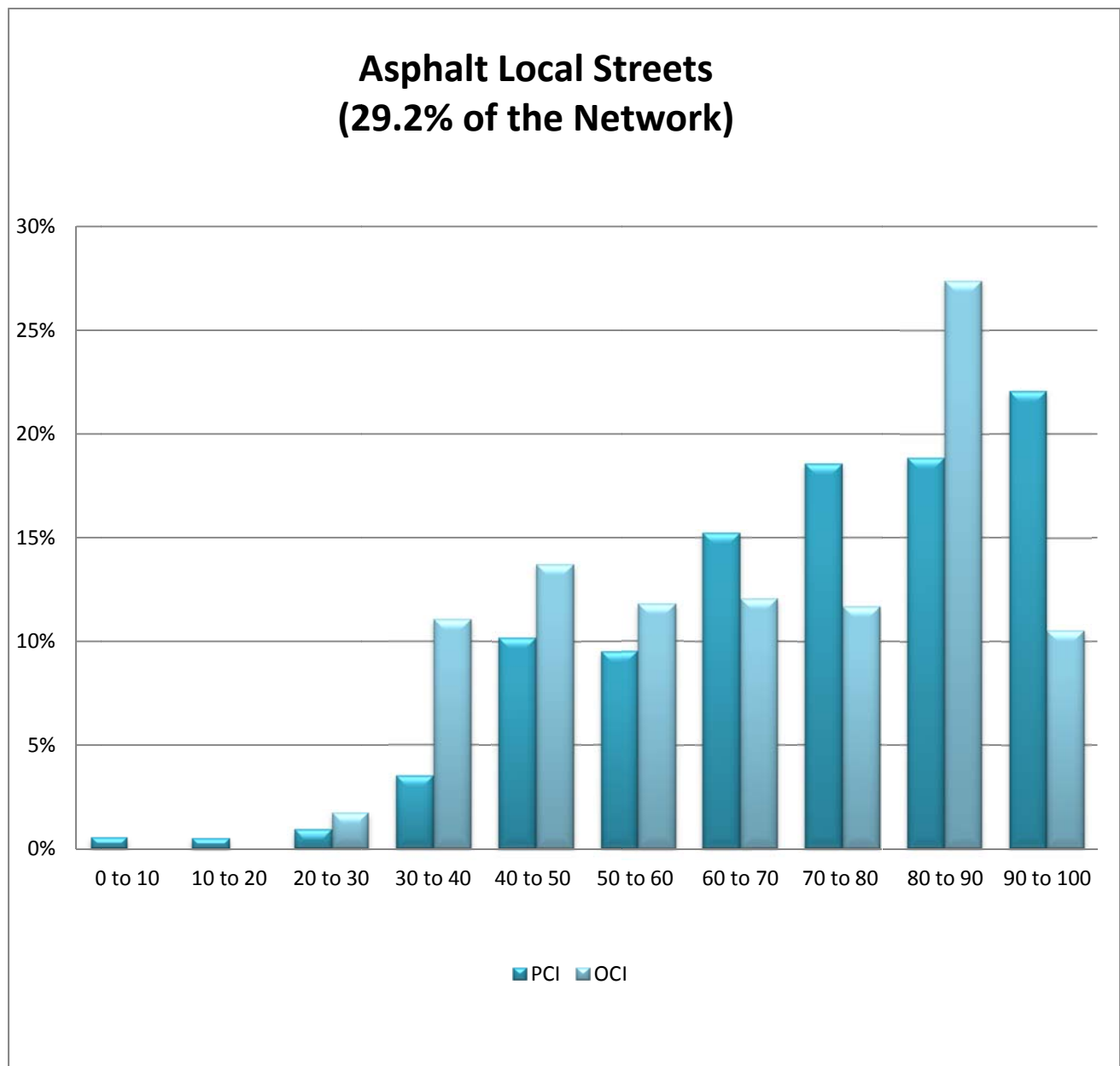


Figure 12 - Asphalt Local Streets PCI /OCI Distribution

Figure 13, presented below, shows the distribution of the PCI's and OCI's for the asphalt non-local streets within the roadway network in the City of Colleyville. The average weighted PCI and OCI for the asphalt street segments is 71.8 and 62.9, respectively. The PCI/OCI distribution reveals the following:

- The asphalt non-local street portion of the network brings the network average down
- A good portion of the non-local asphalt network is rated below 50 (22.9%)
- Nearly 50% (49.7%) of the non-local asphalt network is rated above 70
- There is a large portion of the non-local asphalt streets that were not built to current standards (the OCI is much lower than the PCI)

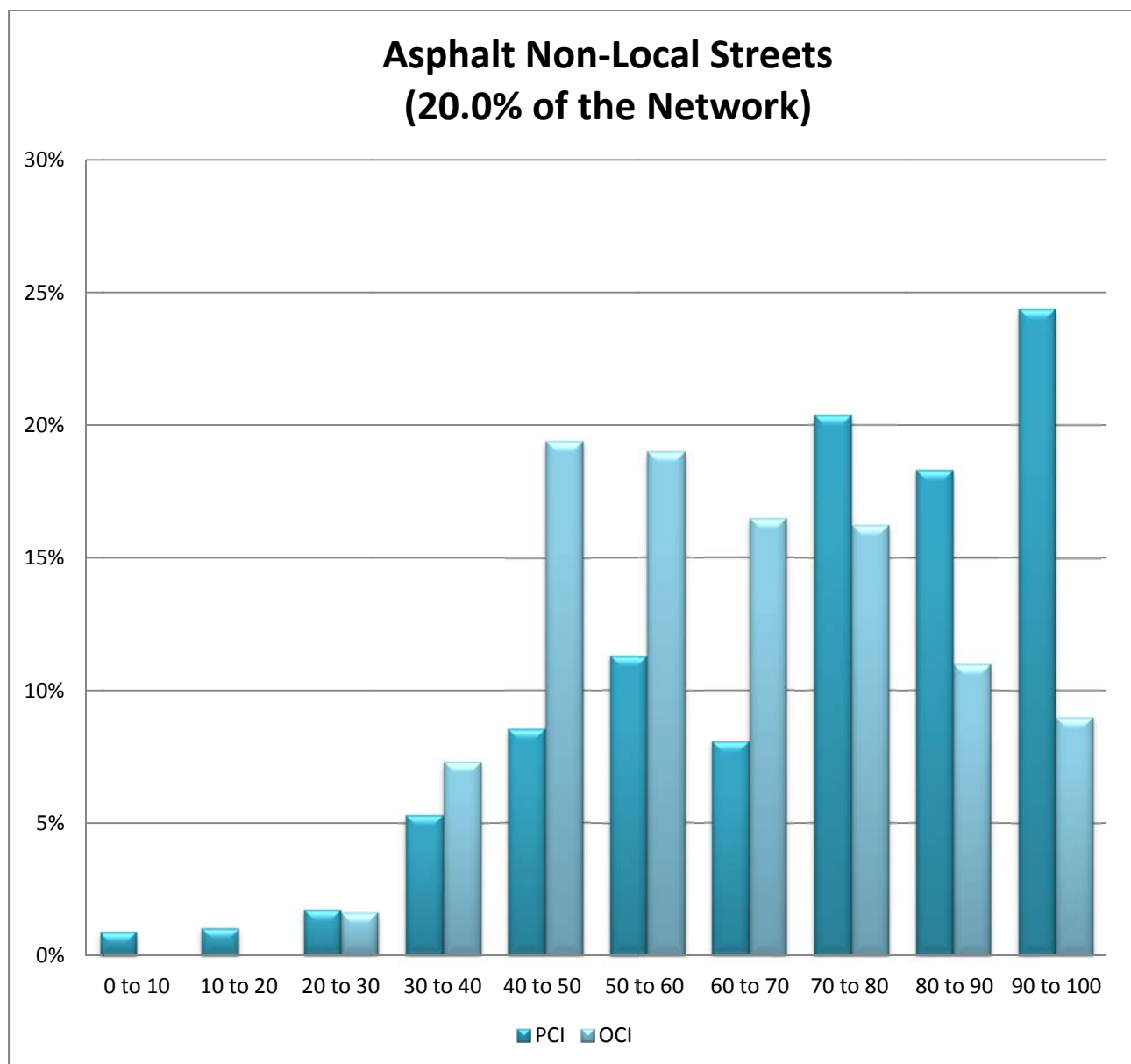


Figure 13 - Asphalt Non-Local Streets PCI /OCI Distribution

Summary of the Roadway Network Condition

Looking at the PCI and OCI for the entire network gives a quick look at the overall condition of the network and shows a street network that is in reasonably good overall condition. However, when looking closer at the data, it shows that the network is overloaded with street segments on the high end of the rating system (local concrete streets) and that brings up the entire network average. This makes sense when examining history of how the City of Colleyville developed.

- Most concrete streets are relatively new and were constructed to the standard required by the Land Development Code
- A good portion of the asphalt street network was inherited by the City and has never been built to standard (low ratings and OCIs lower than PCIs)
- Colleyville grew rapidly in the 1990s and 2000s, resulting in a lot of new streets being constructed
- Colleyville has several asphalt street sections that have insufficient pavement thickness that results in a street section that deteriorates rapidly

Even though on average the network is rated in the mid-seventies, it should be noted that a significant number of the streets are rated below 50. These streets are already beyond their useful life and maintenance funds should be limited on those streets until such time that they can be completely reconstructed. Once a street deteriorates to that level, the integrity of the street is compromised and the remaining useful life is greatly diminished. A summary of the street conditions can be seen in *Figure 14* which shows the percentage of street sections that are rated Good (71-100), Fair (51-70), and Poor (0 to 50). The City of Colleyville should focus on the maintenance of higher rated streets and the reconstruction of lower rated streets.

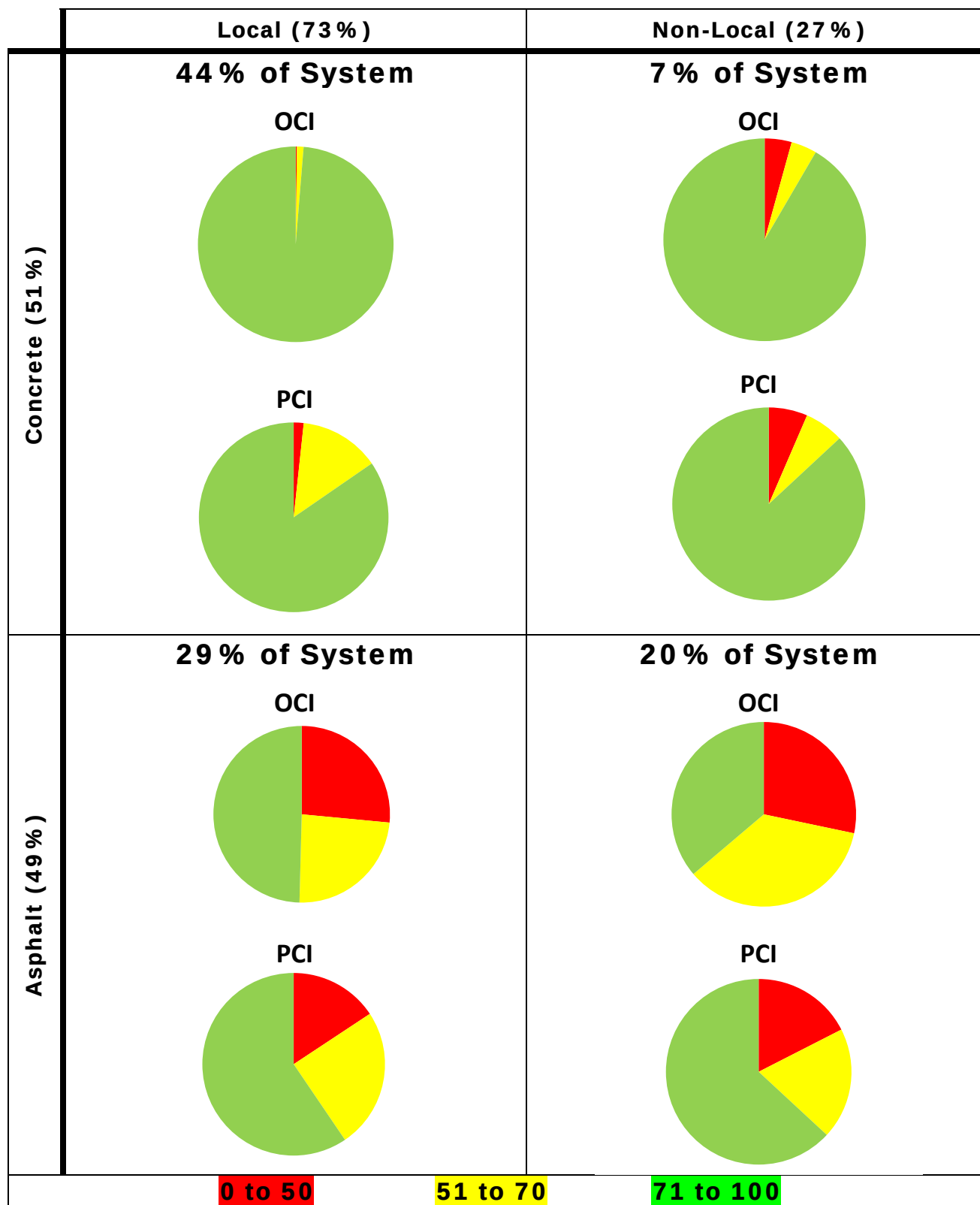


Figure 14 - Summary of Conditions

Maintenance Techniques

The City of Colleyville uses several types of maintenance techniques on its streets. Each technique differs in cost, effectiveness, application, and functionality. It is essential that the right technique be utilized at the right time in order to receive the most effective use of the maintenance funds. The maintenance techniques are summarized in *Figure 15*.

Reconstruction

Reconstruction is the maintenance technique that results in the roadway being completely rebuilt to current Land Development Code standards including utilities, drainage, and curb and gutter. All existing pavement will be removed or can be recycled for use as a new sub-base. The street will be widened to meet the development code standards as established in the Master Thoroughfare Plan. This technique is the most expensive, but provides a new street section that meets all standards and with proper maintenance can last at least 50 years.

Rehabilitation

Rehabilitation is the maintenance technique that results in the current street segment being rebuilt in its current configuration. This involves the stabilization of the existing base material and placement of a new pavement section. This rehabilitated street segment may or may not meet current standards. This technique is a cost effective way to revive a current street section; however, it does not address anything other than pavement, and should only be used where applicable.

Mill and Overlay

Mill and overlay is the maintenance technique that results in the current street segment being given a new surface in its current configuration. This involves the removal of the top surface of pavement (normally two inches) and the placement a new top layer of pavement. This should only be used in areas where the existing pavement thickness is sufficient and the subgrade is in good condition.

Micro-Resurfacing

Micro-resurfacing is a cost effective way to address surface issues with asphalt pavement. This involves the placement of a very thin asphalt sand and oil emulsion that seals the existing pavement and slows its rate of deterioration. This should only be used on street segments that are in good overall condition and only have minor surface issues.

Crack Sealing

Crack sealing is used as a first defense against pavement deterioration because it offers several important benefits. Effective crack sealing keeps water from entering and weakening the base or sub-base. It helps preserve the pavement adjacent to the cracks; prevents sand, stone, and dirt from making its way into open cracks causing compressive stresses; and extends pavement life by minimizing crack growth.

Proper attention to cracks will prevent problems from spreading and extend the life of the pavement. Pavement repair in the early stages of deterioration will pay big dividends later by delaying costly resurfacing. This is the only maintenance technique that is performed by city staff. All other techniques are more cost effectively performed by contractors hired by the City.

Maintenance Technique	Application	Benefits	Constraints	PCI/OCI Change
Cost/SY				
Reconstruction \$55	This technique is the complete removal of the existing street and building a new street system to the current standards, including drainage systems, curbs and gutters, and anything else required to bring it up to the current Land Development Code standard	Brings the street segment to current standards, and if properly maintained can be expected to last at least 50 years.	Most expensive technique requires the most traffic interruption and will often require additional rights-of-ways.	Resets PCI and OCI to 100
Rehabilitation \$28	This technique is used to rebuild the street segment using the existing roadway by reworking the subgrade and constructing a new pavement section.	Brings the street surface to the highest rating and has reduced traffic interruptions. This method addresses Subgrade issues. Possible 15-18 year life extension.	Does not address the street width or the drainage system needs. Often will result in a street that does not meet the minimum standards.	Brings PCI to 100 and raises OCI somewhat
Mill and Overlay \$12	This technique can be used if the existing pavement and subgrade is in good condition There must be adequate pavement thickness, and the street is just in need of a new surface. A mill and overlay is used to remove the top portion of pavement, usually 2", and replace it.	Brings the street surface to the highest rating and has minimal traffic interruptions. Possible 10 year life extension.	Does not address the street width or the drainage system needs. This technique can only be used where there is adequate pavement thickness and the subgrade is in good condition.	Brings PCI to 100 and raises OCI slightly
Micro-Resurfacing / Slurry Seal \$3.30	This technique involves the placement of a very thin asphalt sand and oil emulsion that seals the existing pavement and slows its rate of deterioration.	Gives the street segment a "Like New" appearance, and removes surface flaws. Slows the rate of deterioration of the pavement.	Only addresses surfaces flaws and does not address any structural issues that are present in the pavement.	Raises PCI and OCI slightly
Crack Sealing \$0.06	This is currently being performed by the Department of Public Works staff and is a preventive maintenance technique.	This seals the existing pavement and extends the service life. This is part of the current maintenance program.	Only addresses surface cracks and does not improve the street segment. Only slows the deterioration.	No Change

Figure 15 - Maintenance Techniques

Maintenance Techniques and the Relation to the PCI / OCI

The proper application of the correct maintenance technique is essential to get the most benefit from the available funds. The PCI/OCI values help in determining the best maintenance technique for a particular section of street. The figure below shows the common maintenance techniques within a range of PCI/OCI, as well as the approximate remaining life of the pavement. It should be noted that the relative remaining life presented in the table is not the same as pavement age. Remaining pavement life is the timeframe, expressed in years, in which a street section will provide a useful street (if properly maintained) before rehabilitation or reconstruction needs to be done. The relative remaining life can be exceeded with no rehabilitation or maintenance, and the pavement will continue to deteriorate until it eventually returns to gravel or is unserviceable.

PCI / OCI	Condition Description	Recommended Activities	Potential Remaining Life
100 95 90 85 80 75 70 65 60 55 50 45 40 35 30 25 20 15 10 5 0	Excellent	Routine Maintenance Activities	25 to 50 Years
	Good	Micro-Resurfacing	15 to 30 Years
	Fair	Mill and Overlay, Rehabilitation, Reconstruction	7 to 20 Years
	Poor	Full Reconstruction is preferred, Rehabilitation may be an option, depending on the OCI	0 to 10 Years
	Very Poor		

Figure 16 - PCI / OCI as it Relates to Maintenance

Rehabilitation Plan and Budget Development

Several methodologies exist for determining the annual cost to maintain the network PCI/OCI at the current level of 76.4 and 74.2, respectively. A pavement management software program was not available at the time of the analysis. Therefore, a simplified method was used to determine a rough estimate until such time as a computer aided calculation can be performed. The method that will be used to perform this calculation is referred to as Fix All Life Cycle Analysis. In order to validate the results of the Fix All Life Cycle Analysis a separate calculation will be performed that is referred to as the Asphalt Street Life Costs.

Fix All Life Cycle Analysis

The Fix All Life Cycle Analysis involves a calculation that takes into account each street segment and the appropriate maintenance technique required, as well as, the life cycle of that technique. The cost of each maintenance technique is determined for the entire network and is divided by the expected life cycle for the chosen maintenance technique and the entire network summed up. For example, the Fix All Life Cycle Analysis for Micro-Resurfacing is estimated at \$3.4 million and has an anticipated life cycle of 10 years. Thus the total contribution to the steady state budget would be \$3.4 million divided by 10 years which is equal to \$340,000 annually. The cost to maintain the network PCI/OCI at the current level of 76.4 and 74.2, respectively is estimated at \$2,720,000 annually. The following table shows the breakdown of this calculation.

Asphalt Streets

Maintenance Technique	Percentage of Asphalt Network	Area (SY)	Cost (\$/SY)	Fix All Estimate (\$)	Life Cycle (Years)	Fix All Life Cycle Contribution (\$/yr)
Full Reconstruction	21.35%	229,308	\$55.00	\$12,611,950	25	\$504,478
Rehabilitation	25.63%	275,277	\$28.00	\$7,707,762	16	\$481,735
Mill and Overlay	11.11%	119,326	\$13.00	\$1,551,240	8	\$193,905
Micro-Resurfacing	41.91%	450,131	\$3.30	\$1,485,434	7	\$212,205
General Maintenance and Crack Sealing	NA	NA	NA	\$50,000	1	\$50,000
Total =						\$1,440,000

Concrete Streets

Maintenance Technique	Area % of Concrete Network	Area (SY)	Cost (\$/SY)	Fix All Estimate (\$)	Life Cycle (Years)	Fix All Life Cycle Contribution (\$/yr)
Full Reconstruction	100.00%	1,074,043	\$55.00	\$59,072,365	50	\$1,181,447
General Maintenance and Crack Sealing	NA	NA	NA	\$100,000	1	\$100,000
Total =						\$1,280,000

Asphalt Annual Cost \$1,440,000
Concrete Annual Cost \$1,280,000
Total Annual Cost **\$2,720,000**

Figure 17 - Fix All Life Cycle Analysis

Simple Asphalt Street Life Cost

A second method of calculation was used to validate the results of the Fix All Life Cycle Analysis. This method is a simple approach to determine the cost of an asphalt road over a 99 year period. During this time frame several maintenance techniques will be applied the street section and are shown in the figure below.

Asphalt Road Life Cycle Cost

Maintenance Technique	\$/SY	Years Applied	Number of Applications	Total Cost
Micro-Resurfacing	\$3.30	6, 12, 18, 30, 36, 42, 54, 60, 66, 78, 84, 90, 96	13	\$42.90
Mill and Overlay	\$12.00	24, 48, 96	3	\$36.00
Reconstruction	\$55.00	72	1	\$55.00

Total Cost for 99 years of maintenance of a single square yard of asphalt paving = \$133.90

Total Asphalt Cost per year = \$1,452,600

Total Concrete Cost per year = \$1,280,000

Total Annual Cost = \$2,732,600

Figure 18 - Simplified Asphalt Street Life Cost Analysis

Two separate approaches were made to estimate the annual cost to maintain the current PCI/OCI. The two approaches calculated a similar value and validated the approach by yielding similar results. The cost to maintain the PCI/OCI is estimated to be \$2.7 million annually. This amount includes both maintenance projects and total reconstruction projects. It should be noted that the \$2.7 million annual funding amount only maintains the current level of service and if the desire is to raise the level of service, additional funds will be required.

In order to adjust the PCI/OCI up just one point, a \$5.5 million investment would need to be made. The \$5.5 million amount is above and beyond the previously stated \$2.7 million that is required to maintain the status quo. This value was determined by looking at the amount of reconstructed streets that would need to be added to the network in order for the overall PCI/OCI to be adjusted upward by a single point.

Summary and Recommendations

The Colleyville Pavement Management Program is a new system that is being developed to address the street network and insure that any available funding is used to its fullest extent. The process of developing this system requires several steps including:

- Assessment of existing street conditions
- Analysis of the data collected in the condition assessment
- Development of an Overall Condition Index (OCI)
- Establishment of Acceptable Level of Services
- Development of budgets
- Execution of plans

This document initiates the second and third step listed above. The analysis was performed without the aid of a pavement management software package and once a software program is in place, a more detailed analysis will be performed to validate the results. It should also be noted that the software package will allow for multiple budget scenarios that will allow staff to evaluate the outcome of different funding amounts. It is also likely that the PCIs and OCIs used in this report will change slightly due to the different algorithms used in the software program. An updated report will be presented once the pavement management software is available. The findings of this analysis conclude:

- The street network of the City of Colleyville is in good condition overall
- The amount of funding needed on an annual basis to maintain the current system at the current PCI/OCI is estimated at \$2.7 million
- In order to raise the PCI/OCI a single point, an investment of \$5.5 million above and beyond the annual \$2.7 million is required
- The system will continue to deteriorate as it ages
- Each PCI/OCI point lost is the equivalent of a \$5.5 million dollar decrease in value

The overall street network is in good condition. However, there are many street sections that fall far below an acceptable level of service. It is noted that the current funding levels for street maintenance are below the estimated required amount of \$2.7 million that is necessary to maintain the street system at its current level. Without adequate maintenance and reconstruction, where appropriate, the system will continue to deteriorate and each point that the overall rating decreases is the equivalent to a \$5.5 million dollar reduction in asset value. The CPMP, once fully implemented, will ensure that the City Council has the information required to make good quality resource allocation decisions.



City of Colleyville

2014 Pavement Analysis

May 2014

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Program Description

Streets are one of the largest assets owned and maintained by municipal, state, and federal governments. The City of Colleyville is responsible for the maintenance and upkeep of over 283 lane miles of publicly-owned streets. This does not include the streets in private subdivisions that are maintained by homeowners associations, nor does it include Colleyville Boulevard, which is maintained by the Texas Department of Transportation. At a replacement cost in excess of \$500,000 dollars per lane mile, not including the value of the land, the City of Colleyville has over \$150 million invested in its network.

Preservation of the existing street system has become a major priority for the City of Colleyville. However, there is limited funding available to maintain the current street system, and the current maintenance needs outweigh the available funding. This is due, in part, to the fact that many of Colleyville's streets were built by the county prior to the City becoming incorporated, and they were not built to accommodate modern day urban traffic. In order to optimize the funds that are available, the Department of Public Works has implemented a pavement management program as part of an overall infrastructure management strategy. A pavement management program, when used properly, has been proven to assist decision-makers in optimizing the use of available maintenance and reconstruction funds. The City of Colleyville Pavement Management Program (CPMP) was placed into action with the initial Pavement Analysis that was performed in May of 2012. This will be an ongoing process that will continue to evolve and be refined as needed to provide the best possible results.

Pavement management is the process of planning, budgeting, designing, funding, constructing, maintaining, rehabilitating, monitoring, and evaluating the street network to provide the maximum benefits with the available funding. The CPMP is a set of guidelines and methodologies that will assist decision makers in determining optimum strategies for extending the useful life of existing pavement as long as possible. The key to this is to ensure streets are constructed to appropriate standards when they are first built, and then applying the proper maintenance or rehabilitation techniques during their useful life. As shown in **Figure 1**, streets that receive preventive maintenance when they are in good condition will cost less over their lifetime than streets that are allowed to deteriorate to a poor condition. In the absence of an adequate routine pavement maintenance program, streets require more frequent reconstruction, thereby costing millions of extra dollars.

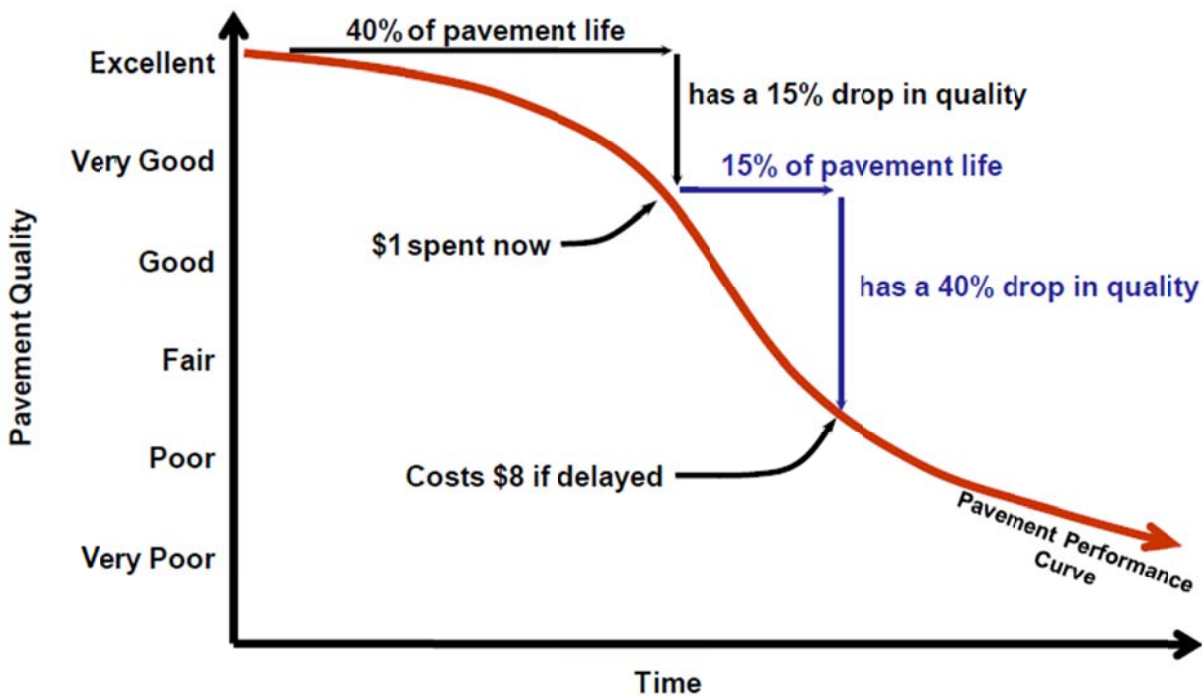


Figure 1 – Deterioration Curve

As can be seen in **Figure 1**, pavement quality drops over time until the pavement condition becomes unacceptable. For each street, the shape of the curve, which represents the rate of deterioration, is dependent on many factors, foremost of which are the strength of the roadway structure and traffic loading. The key to a successful pavement management program is to develop a reasonably accurate performance model of the pavement, and then identify the optimal timing and rehabilitation strategies. The resultant benefits of this exercise are realized by the long term cost savings and a slower rate of deterioration over time. As illustrated in **Figure 1**, pavements typically deteriorate rapidly once they hit a specific threshold. A \$1 investment after 40% of pavement lifespan is much more effective then deferring maintenance until more costly rehabilitation or reconstruction is required just a few years later.

The CPMP will assist staff in developing long-term maintenance and rehabilitation programs and budgets. The key is to develop policies and practices that will delay the inevitable total reconstruction as long as practical, yet still remain within the target zone for cost effective rehabilitation. That is, as each street approaches the steep part of its deterioration curve, application of a maintenance technique that extends the pavement life, at a minimum cost, puts off costly rehabilitation and reconstruction. The goal of the CPMP is to identify the optimal renewal strategies, then allocate the funds to keep the roadway network at a satisfactory level of service.

Figure 2 illustrates the concept of extending the useful pavement life through the application of timely preventive maintenance and rehabilitation activities.

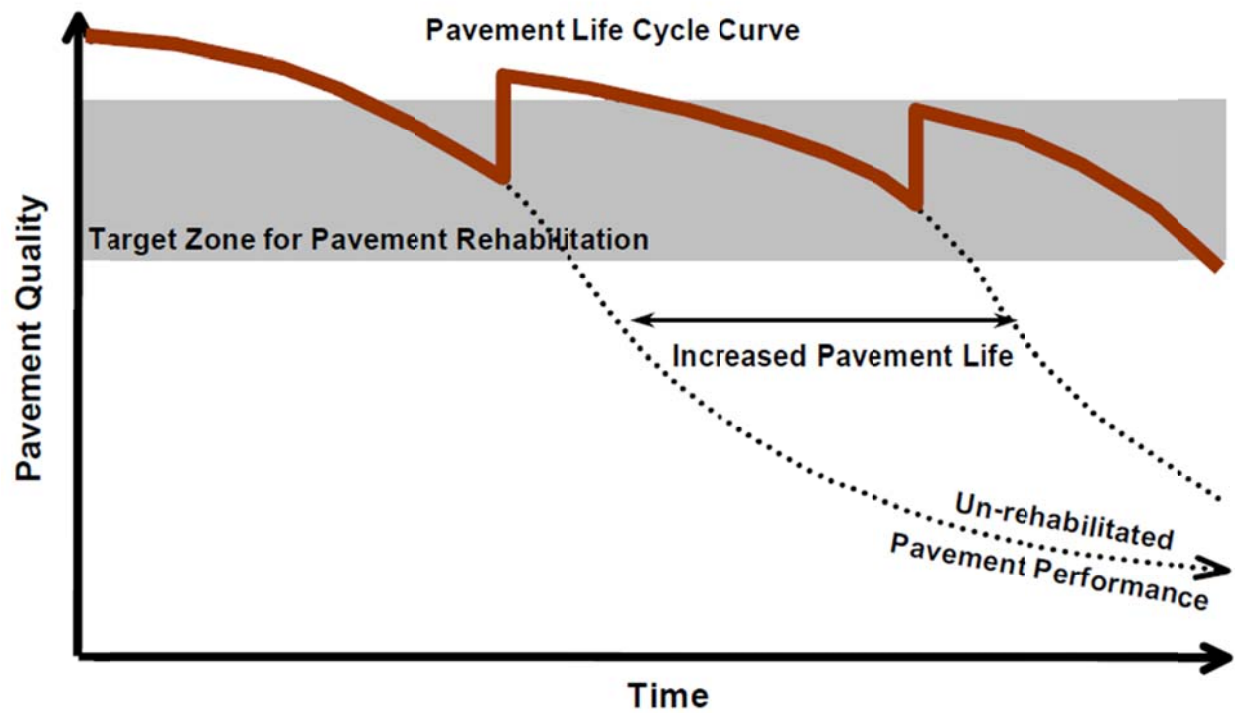


Figure 2 – Pavement Life Cycle

Original Pavement Management Program

The CPMP is a system for Colleyville that was initially placed in service in April of 2012. The CPMP included several steps in its original configuration that included:

- Assessment of existing street conditions
- Analysis of the data collected in the condition assessment
- Development of an Overall Condition Index (OCI)
- Establishment of acceptable level of services
- Development of budgets
- Execution of plans

The City of Colleyville used the services of Applied Research Associates, Inc. (ARA), a national engineering firm, to perform the initial step of the CPMP. ARA was hired by the City in December of 2011 to perform the initial pavement condition assessment and provide the City with a Pavement Condition Index (PCI) for every public street in the City. This provided the initial baseline, or data point, for every publicly maintained street segment. The street system was broken into approximately 1,400 individual street segments. The segments were developed based on natural break points along individual streets, most likely intersections. ARA took measurements of every public street and assigned a rating of 0 to 100 for each street surveyed. The PCI is a rating of the surface condition of the street only. It does not take into account any other factors, such as pavement thickness, or street width, which contributes to the overall condition of the street. In order to accurately predict the performance of Colleyville's streets over time, and develop realistic performance curves, this process will need to be repeated on a regular basis, every two to three years, to provide additional data points. ARA performed a second pavement condition assessment in October of 2013. With this assessment, ARA again took measurements of every public street and assigned a rating of 0 to 100 for each street surveyed.

The next step of the initial assessment was to analyze the data provided by ARA and establish an OCI that takes into account more than just the pavement surface condition. City staff developed an Overall Condition Index (OCI) that takes into account the PCI, the width of pavement, the pavement thickness, structural stability, safety, and drainage. The average daily traffic was not considered in the development of the OCI, as the average daily traffic was accounted for in the establishment of the acceptable level of services. The OCI is a numerical value of 0 to 100 that takes the above mentioned factors into consideration to represent the status of a particular street segment. The OCI was developed in order to look beyond just the surface condition of a street and provide a rating that more accurately reflects the overall status of a street segment.

The factors and their weighting that contribute to the OCI are:

- Pavement Condition Index (40%)
- Pavement Section Thickness (20%)
- Pavement Width (10%)
- Presence of Curb and Gutters (10%)
- Stabilized Subgrade (10%)
- Existing Roadside Ditch Safety (10%)

By establishing the OCI, a rating system was developed that looks at several factors, not just the surface conditions. A street segment may have a high PCI and a low OCI and vice versa. By looking at both of the values in conjunction with each other, a more detailed understanding of the conditions can be determined.

An acceptable level of service was determined for both residential and collector road classifications. The level of service was established at a higher level for collector roads versus local streets, i.e., an acceptable PCI for a collector is 75 while 65 is acceptable for a local street. This information and the CPMP were used in the development of the comprehensive Five Year Capital Improvement Plan that was adopted by City Council on September 17, 2013 by R-13-3666. This Capital Improvement Plan allowed for budgets to be established and projects to be planned and coordinated several years in advance. The CPMP has allowed staff to take a more proactive approach in the management of the City's street infrastructure.

Updated Pavement Management Program

The CPMP was initially placed in service in April of 2012. Since that time, changes have been made to improve the program.

The most significant change to the program is the use of a pavement management software (PMS) package, StreetSaver. This allows for several calculations and budget scenarios to be evaluated in a short period of time. This software package allows for the data to be evaluated in several different forms in order to get a better understanding of the street system. This also aids in the tracking and monitoring of pavement conditions as their conditions fluctuate.

Another change to the program is that the calculation of the Overall Condition Index has been removed from the standard evaluation and assessment of the street segments. This is due to the amount of time that is required to perform this calculation for each street segment. When the CPMP was originally used, a pavement management software package was not available and all of the calculations and indexes for each street segment were performed by hand and required a significant amount of staff time. With the addition of the PMS software, similar results can be achieved without the calculation of the OCI. The OCI will still be used on a case by case basis when needed, but will no longer be a part of the report and will not be calculated for each street segment automatically.

As a result of the program updates and changes, some of the charts and graphs that were included in the initial report will not be duplicated in this or any future reports. The information will be presented in a new and different format and this new format should remain relatively consistent with the use of the StreetSaver software package.

Overall Roadway Network Condition and Findings

The City of Colleyville has more than 283 lane miles of streets, including arterials, collectors, and local (residential) streets. For the purpose of this report, arterials and collectors will be combined and labeled as Collector streets. The distribution of Colleyville's street system is shown in **Figure 3**.

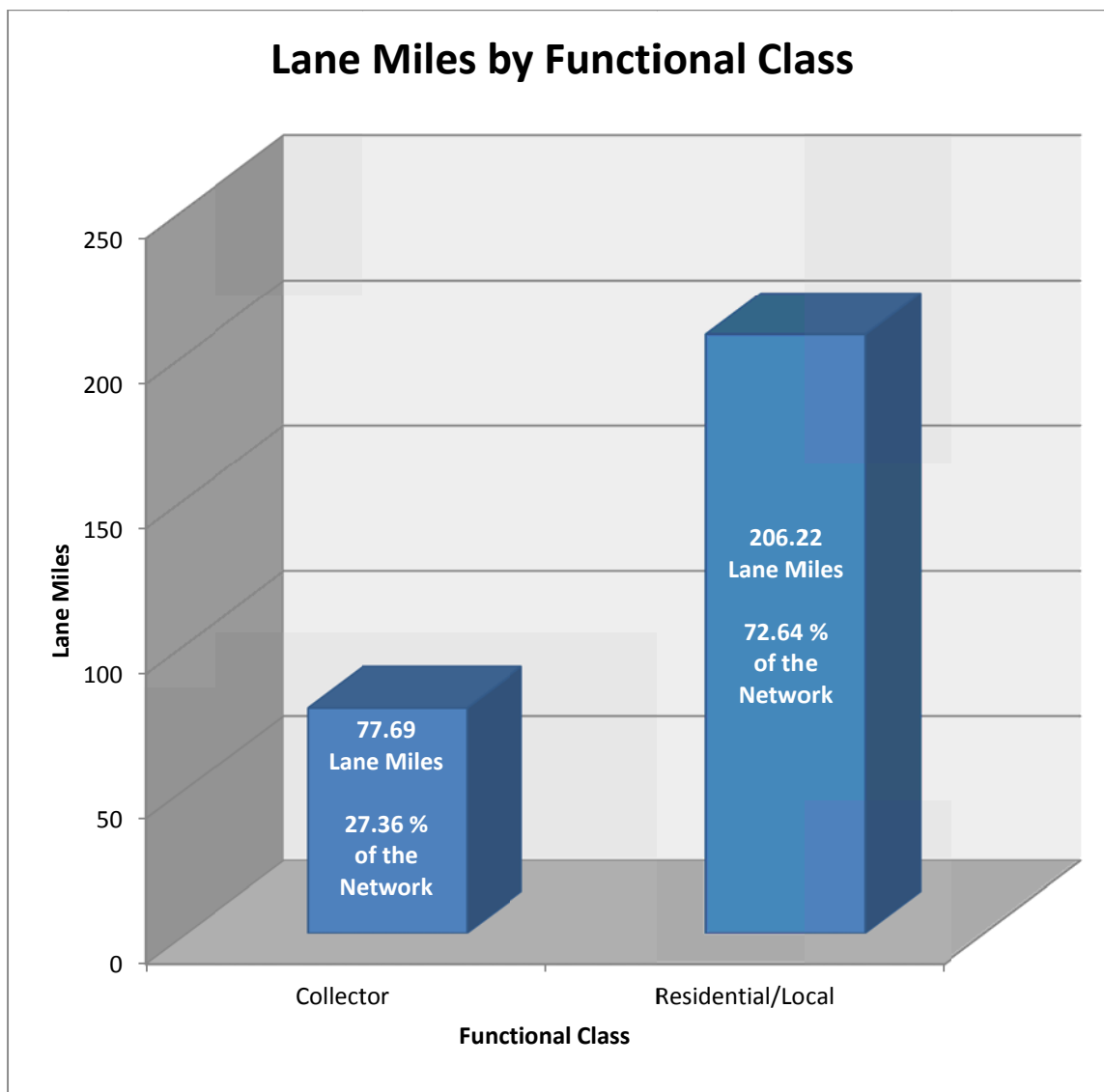


Figure 3 – Lane Miles by Functional Class

Figure 4, presented below, shows the distribution of pavement based on type of material, either asphalt or concrete. This graph is presented as a factor of surface area in lieu of lane miles to account for roadways with different lane widths.

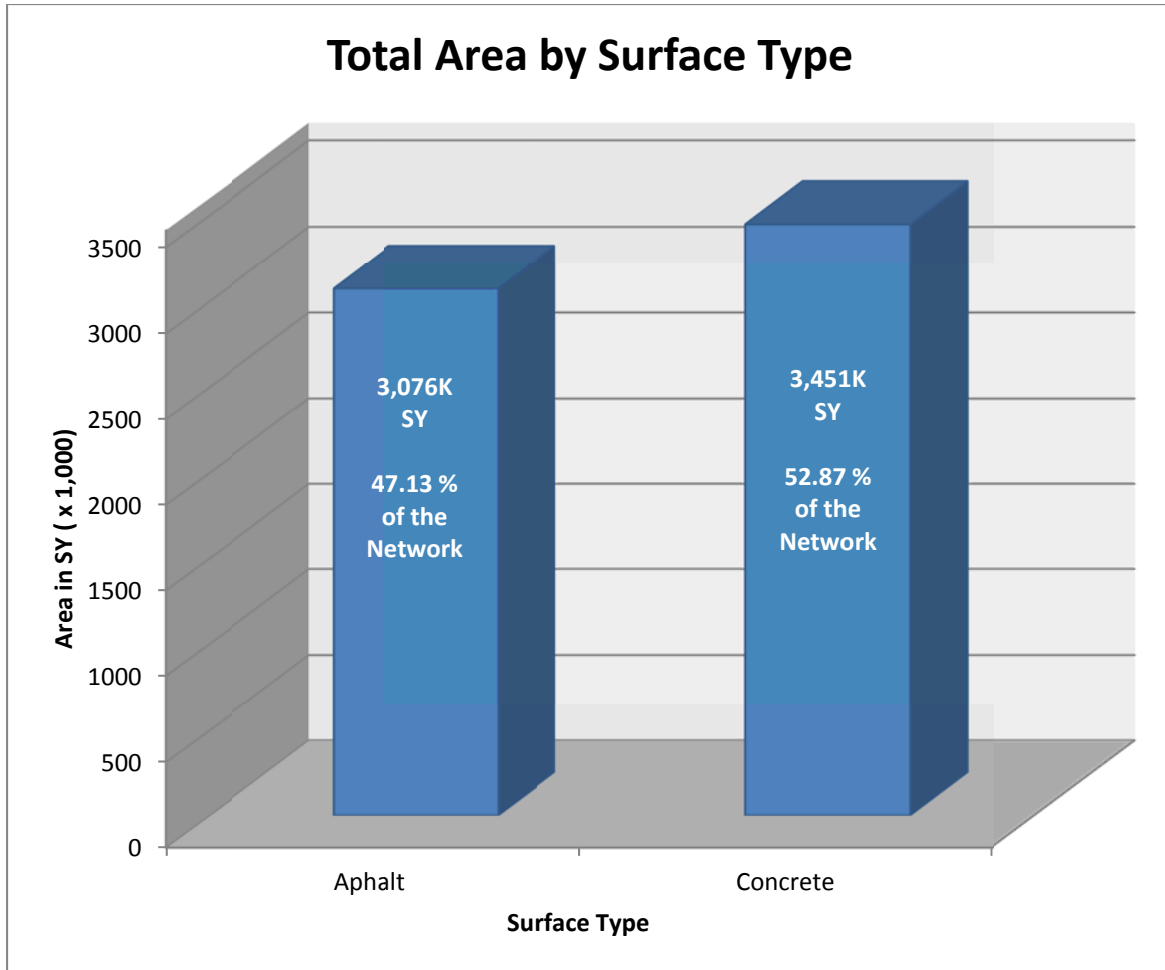


Figure 4 – Total Area by Surface Type

The PCI of the network as a whole is 77, but when looking at the average PCI based on pavement type, it is evident there is a difference, as shown in **Figure 5**. This is not a factor of the pavement type, but due to the fact that concrete streets having been built to a defined standard versus a large portion of the asphalt streets not being built to an established standard. A good portion of the asphalt streets were inherited by the City and were not built to the current standard.

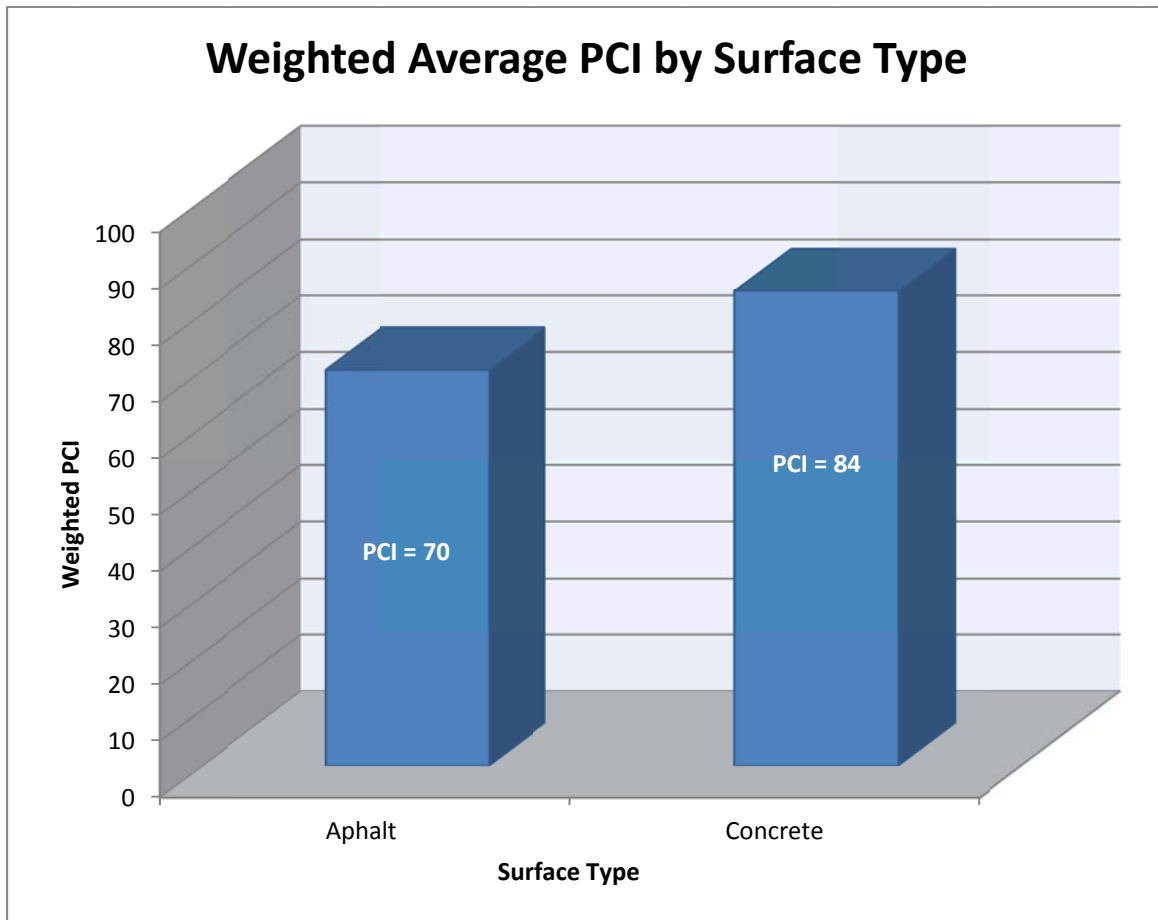


Figure 5 – Weighted Average PCI by Surface Type

The current PCI of each street segment is shown color coded in **Figure 6**. Green represents good condition ($PCI > 70$) yellow is fair condition ($50 > PCI > 70$) and red is poor condition ($PCI < 50$). As represented on the map, a significant portion of the poor condition streets are the main roads in Colleyville that handle the majority of the traffic.

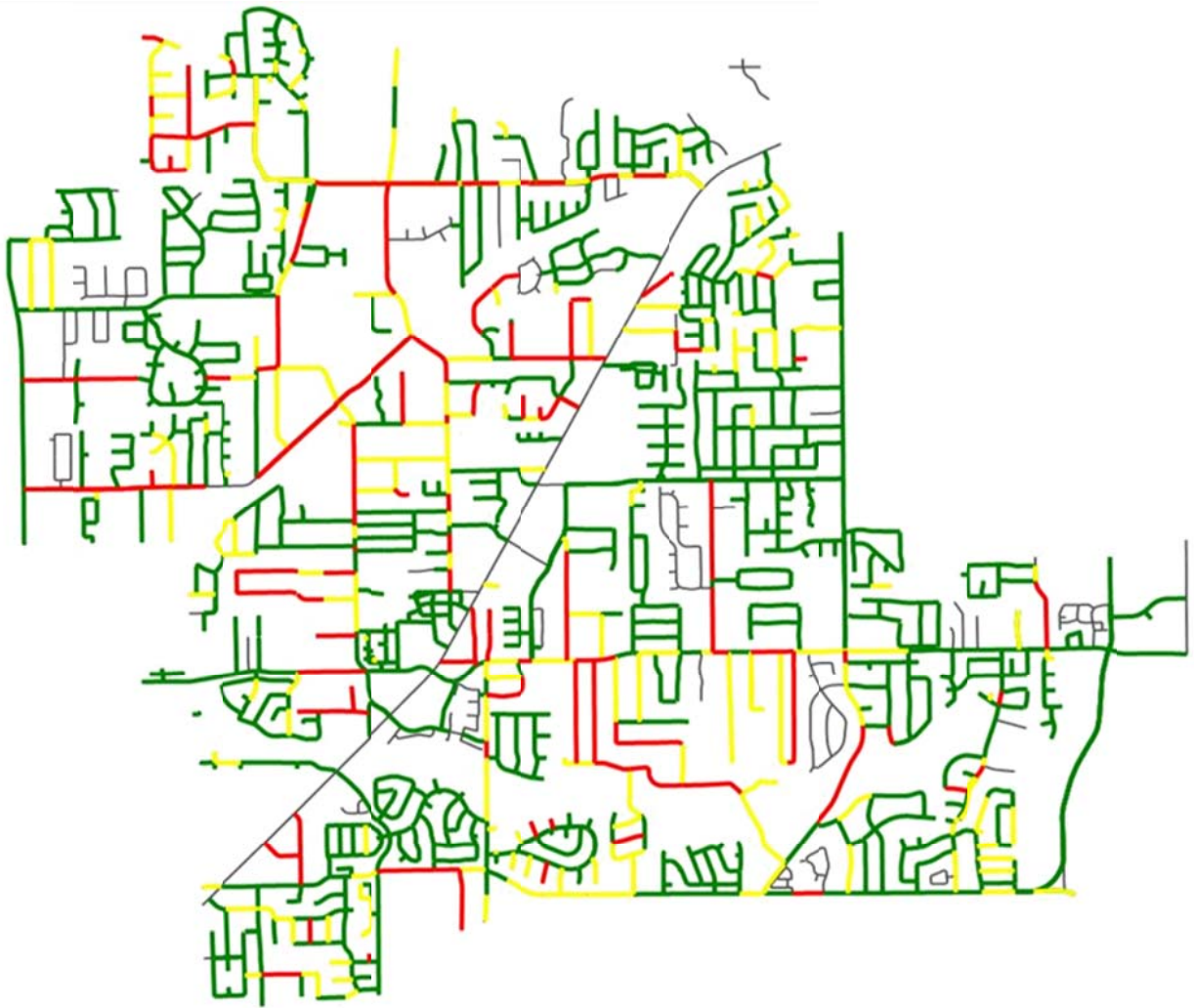


Figure 6 – Current PCI Map

Summary of the Roadway Network Condition

The PCI for the entire network indicates a street network that is in reasonably good overall condition. However, when looking closer at the data, it shows that the network is overloaded with street segments on the high end of the rating system (local concrete streets), which raises the entire network average. This makes sense when examining the history of how the City of Colleyville developed.

- Most concrete streets are relatively new and were constructed to the standard required by the Land Development Code
- A good portion of the asphalt street network was inherited by the City and was not built to the current standard
- Colleyville grew rapidly in the 1990's and 2000's, resulting in a lot of new streets being constructed
- Colleyville has several asphalt street sections that have insufficient pavement thickness that results in a street section that deteriorates rapidly

Even though on average the network is rated as an overall network PCI of 77, it should be noted that a significant number of the streets are rated below 50. These streets are already beyond their useful life and maintenance funds should be limited until such time that they can be completely reconstructed. Once a street deteriorates to that level, the integrity of the street is compromised and the remaining useful life is greatly diminished.

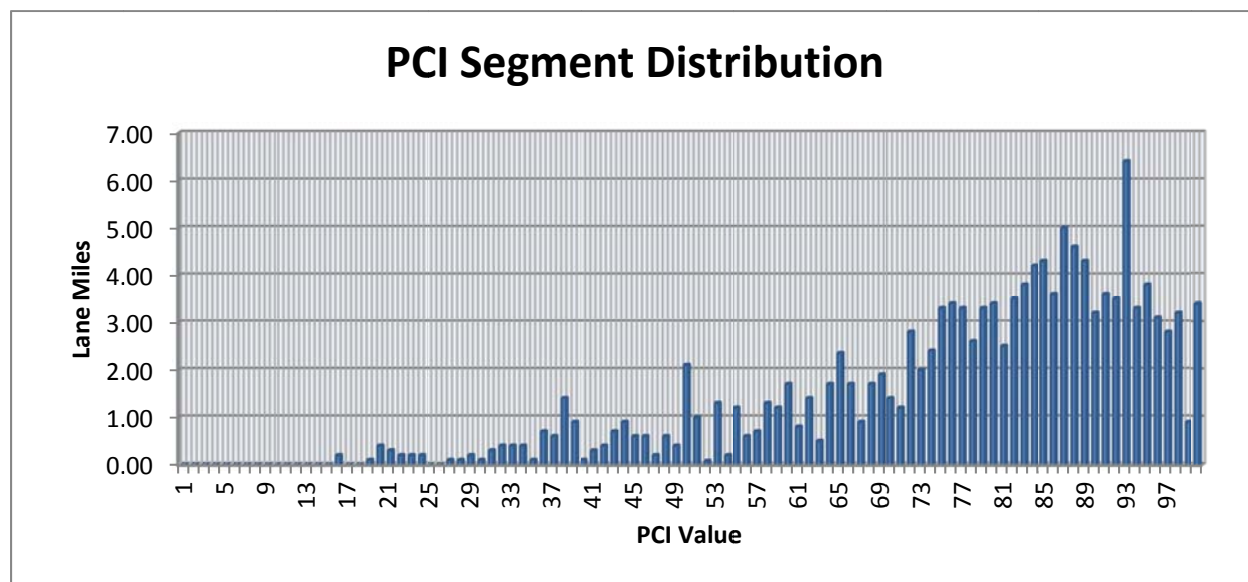


Figure 7 – PCI Segment Distribution

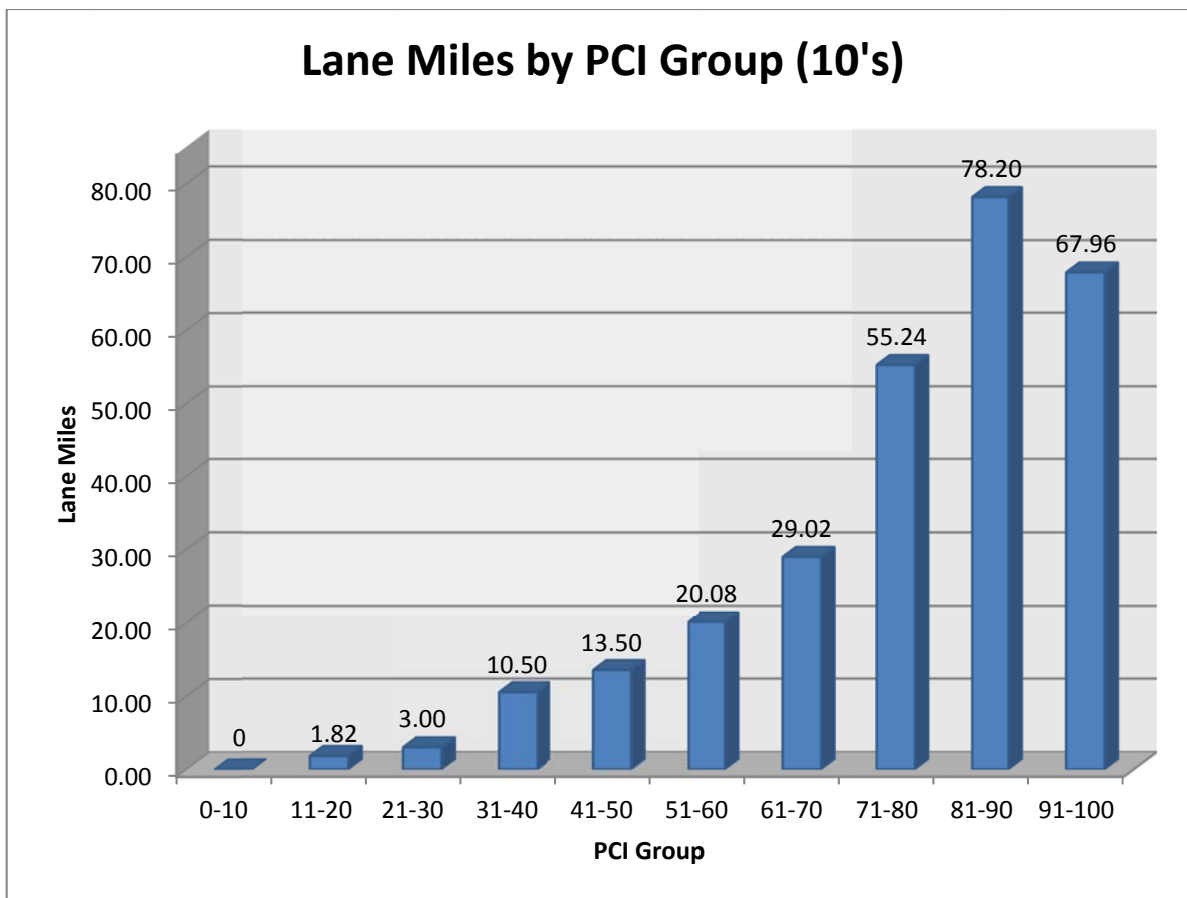


Figure 8 – Miles by PCI Group

As shown on both **Figure 7** and **Figure 8**, the distribution of the street segments based on the PCI shows that there is a good portion on the network that is rated Good, 72.1% (204 lane miles) (above a PCI of 70) but there is also a significant portion rated Poor, 10.3% (29 Lane Miles) (below a PCI of 50).

As seen below, **Figure 9**, shows the overall network PCI for the past three (3) years (it should be noted that with the addition of the StreetSaver PMS, some of the data that was originally reported in the 2012 report has been adjusted based on the software package). When the overall PCI is evaluated for the entire network, it can be seen that the network is deteriorating more than what is being offset by maintenance, rehabilitation and reconstruction. This indicates that the current funding levels are insufficient to maintain the current level of service that is being provided and the pavement condition of the overall network will continue to deteriorate until it reaches that balancing point between deterioration and reinvestment.

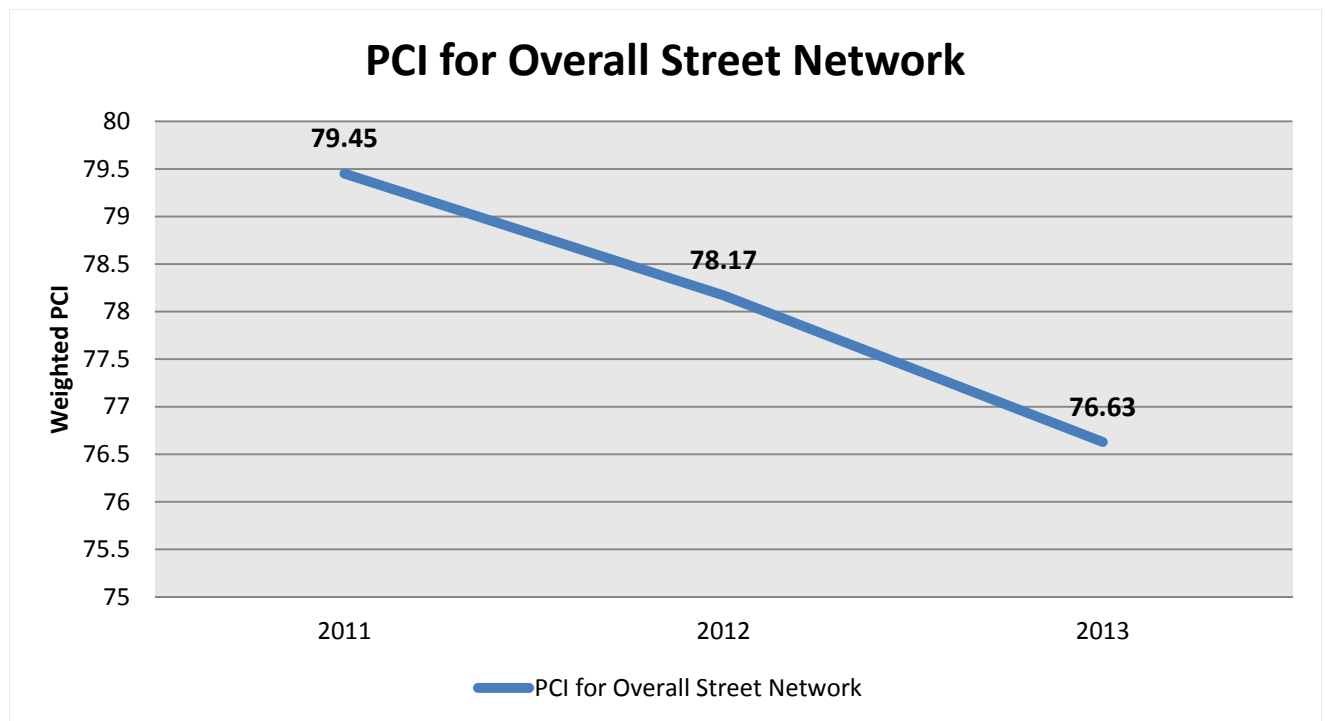


Figure 9 – Weighted Average PCI for the Street Network

In an effort to get a better understanding of the condition of the overall network, the weighted average PCI was broken down by road classification. This is shown in **Figure 10** below.

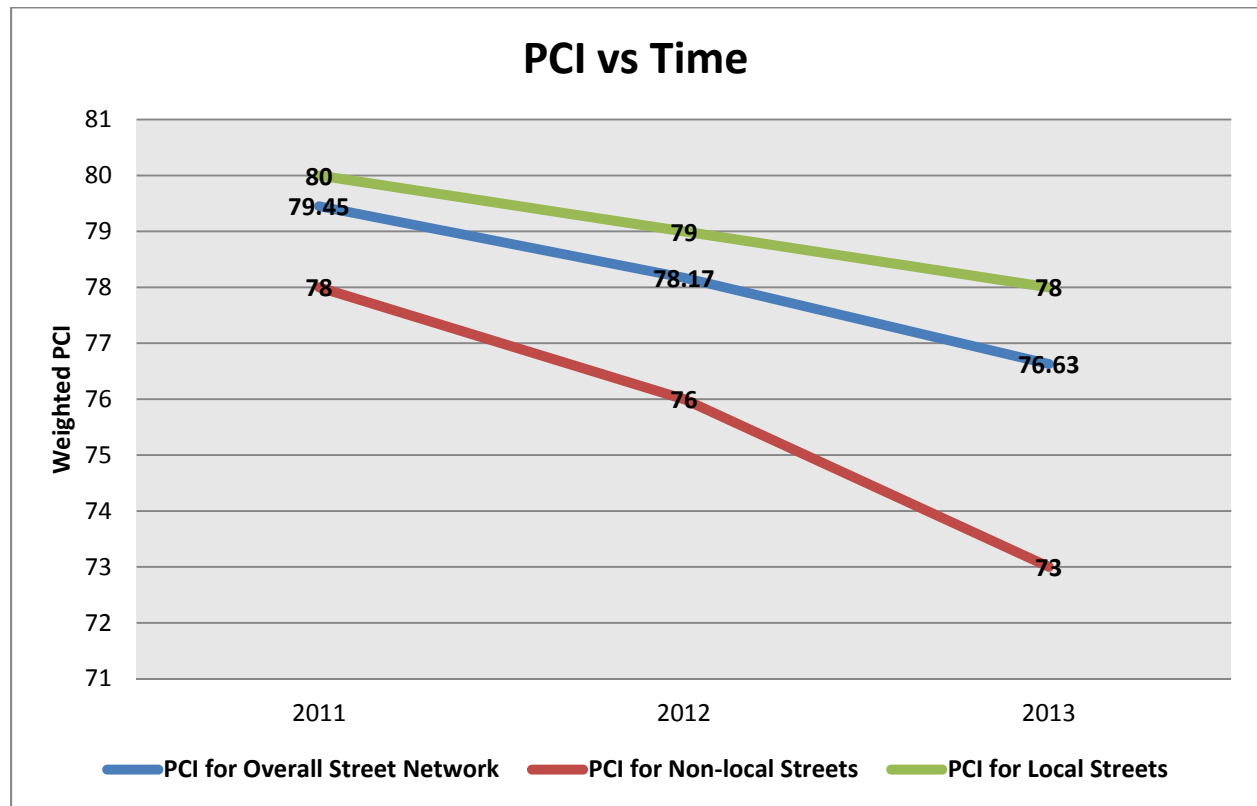


Figure 10 – Weighted Average PCI for the Street Network

Evaluating **Figure 10** provides a great deal of insight into the street network. As shown in the chart, the overall network PCI is declining at a constant rate, the local streets are at a lesser rate, and the collector streets are at a faster rate. This is consistent with the earlier findings that the large amount of newer concrete subdivision streets serves to bring up the overall network score.

When looking closely at the data for each individual street segment, it was noted that there are several non-local street segments that experienced more deterioration than expected. The StreetSaver PMS takes into consideration the inspection dates and the time that has elapsed to calculate an estimated, or projected, PCI. The PCI will be reduced based on time alone, but some segments are having a PCI value that is being reduced faster than predicted.

The chart shown in **Figure 11** shows the street segments that experienced the greatest variations in PCI values from what was predicted.

Street Name	Previous Inspection Date	Previous Inspection PCI	Last Inspection Date	Last Inspection PCI	Projected PCI	Difference
L.D. Lockett Road	12/9/2011	82	11/1/2013	36	78	-42
Glade Road	12/6/2011	94	10/23/2013	52	90	-38
Bedford Road	12/7/2011	97	10/24/2013	62	93	-31
John McCain Road	12/9/2011	76	10/31/2013	40	71	-31
Westcoat Drive	12/10/2011	97	11/1/2013	63	93	-30
Bransford Road	12/7/2011	100	10/24/2013	64	93	-29
Cheek-Sparger Road	12/6/2011	75	10/23/2013	47	70	-23
White Drive	12/7/2011	86	10/24/2013	65	82	-17
Pleasant Run Road	12/9/2011	73	10/31/2013	52	68	-16
Thompson Terrace	12/8/2011	44	10/25/2013	21	36	-15
Jackson Road	12/7/2011	79	10/24/2013	62	75	-13
Roberts Drive	12/8/2011	83	10/25/2013	69	82	-13
Tinker Road	12/9/2011	76	10/31/2013	58	71	-13
Oak Knoll Road	12/7/2011	56	10/24/2013	41	52	-11
Martin Parkway	12/6/2011	84	10/24/2013	70	80	-10
Hall Johnson Road	12/9/2011	96	10/31/2013	88	95	-7
McDonwell School Road West	12/10/2011	93	11/1/2013	83	89	-6
Montclair Drive	12/8/2011	46	10/25/2013	32	38	-6

Figure 11 – Streets with larger than expected PCI reductions

The streets segments that experienced the greatest variations in PCI values from what was predicted where evaluated and some common characteristics were discovered. None of this streets included in **Figure 11** were built to a defined standard. All of the street segments are non-local streets that experience large traffic volumes. They have never been constructed to handle the traffic volumes that they currently experience. This supports what is depicted in **Figure 10** that the non-local streets are deteriorating at a faster rate than the local streets.

For the purposes of this report, the PCI values have been color-coded green, yellow, and red and each color represents a PCI range. Green represents good (PCI Value of 70-100), yellow represents fair (PCI range of 50-70), and red represents poor (PCI range 0 to 50). In order to help associate the PCI values with the actual visual condition of the street, three sample segments have been provided. **Figure 12** represents a green (good) condition street, **Figure 13** represents a yellow (fair) condition street and **Figure 14** represents a red (poor) condition street.



Figure 12 – Street with Green/Good PCI (70 to 100)



Figure 13 – Street with Yellow/Fair PCI (50 to 70)



Figure 14 – Street with Red /Poor PCI (0 to 50)

A summary of the current street conditions can be seen in **Figure 15 and Figure 16** which show condition ratings based on surface type.

Concrete PCI Distribution

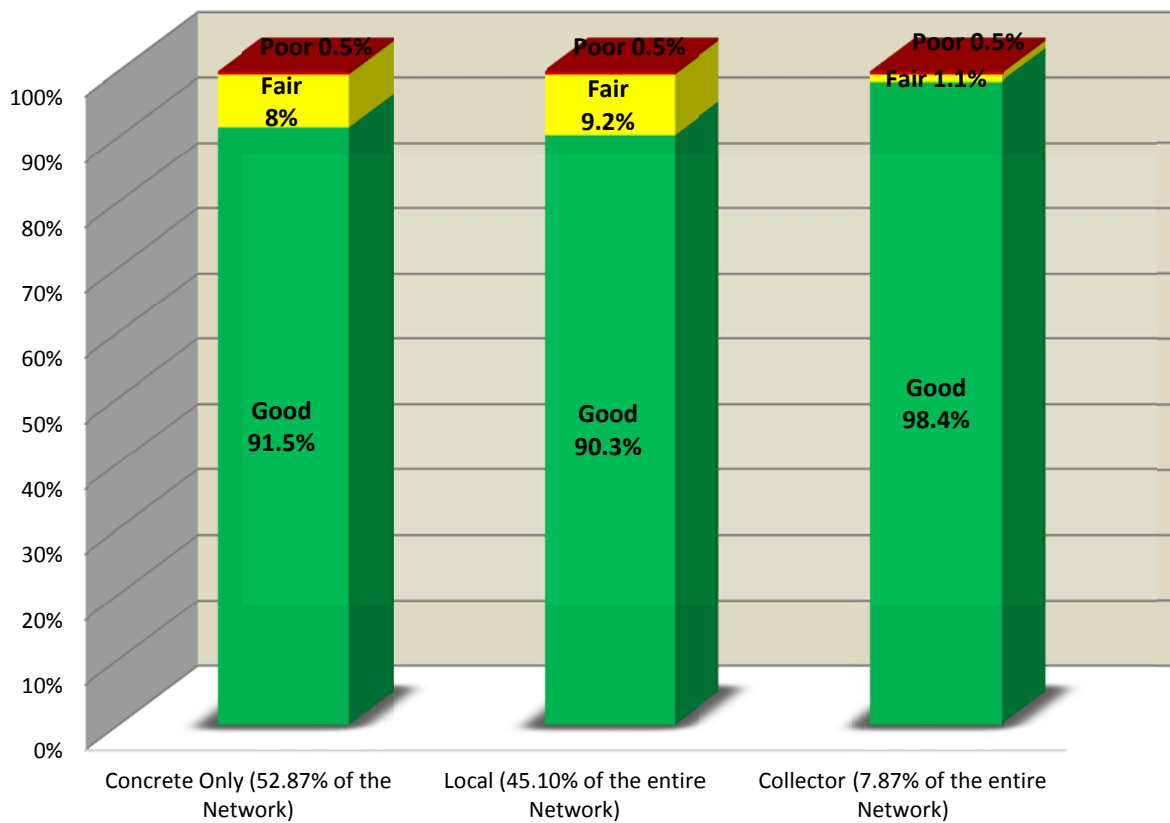


Figure 15 – Concrete Street PCI Distribution

Asphalt PCI Distribution

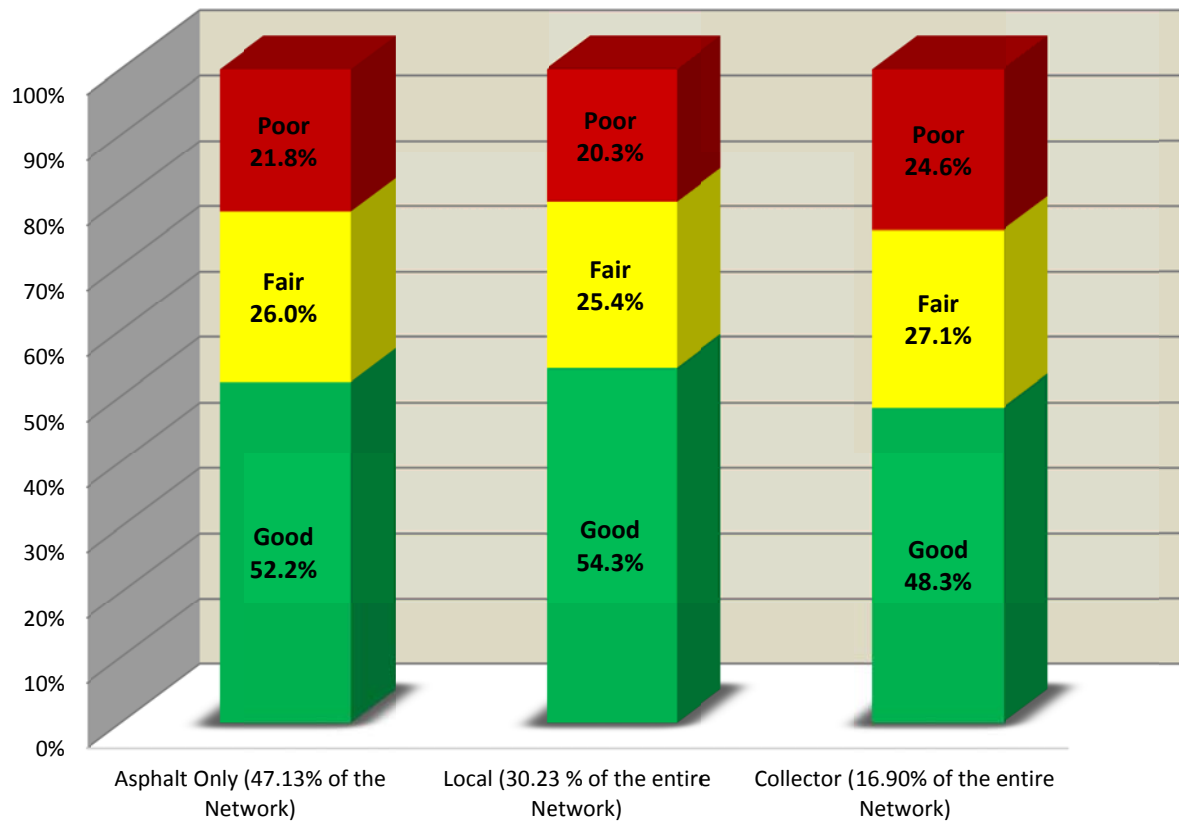


Figure 16 – Asphalt Street PCI Distribution

Maintenance Techniques

The City of Colleyville uses several types of maintenance techniques on its streets. Each technique differs in cost, effectiveness, application, and functionality. It is essential that the right technique be utilized at the right time in order to maximize maintenance funds. The maintenance techniques are summarized in **Figure 17**.

Reconstruction

Reconstruction is the maintenance technique that results in the roadway being completely rebuilt to current Land Development Code standards, including utilities, drainage, and curb and gutter. All existing pavement will be removed or can be recycled for use as a new sub-base. The street will be widened to meet the development code standards as established in the Master Thoroughfare Plan. This technique is the most expensive, but provides a new street section that meets all standards and with proper maintenance can last at least 50 years.

Rehabilitation

Rehabilitation is the maintenance technique that results in the current street segment being rebuilt in its current configuration. This involves the stabilization of the existing base material and placement of a new pavement section. This rehabilitated street segment may or may not meet current standards. This technique is a cost effective way to revive a current street section; however, it does not address anything other than pavement, and should only be used where applicable.

Mill and Overlay

Mill and overlay is the maintenance technique that results in the current street segment being given a new surface in its current configuration. This involves the removal of the top surface of pavement (normally two inches) and the placement a new top layer of pavement. This should only be used in areas where the existing pavement thickness is sufficient and the subgrade is in good condition.

Micro-Resurfacing

Micro-resurfacing is a cost effective way to address surface issues with asphalt pavement. This involves the placement of a very thin asphalt sand and oil emulsion that seals the existing pavement and slows its rate of deterioration. This should only be used on street segments that are in good overall condition and only have minor surface issues.

Crack Sealing

Crack sealing is used as a first defense against pavement deterioration because it offers several important benefits. Effective crack sealing keeps

water from entering and weakening the base or sub-base. It helps preserve the pavement adjacent to the cracks, prevents sand, stone, and dirt from making its way into open cracks causing compressive stresses, and extends pavement life by minimizing crack growth.

Proper attention to cracks will prevent problems from spreading and extend the life of the pavement. Pavement repair in the early stages of deterioration will pay big dividends later by delaying costly resurfacing. This is the only maintenance technique that is performed by city staff. All other techniques are more cost effectively performed by contractors hired by the City.

Maintenance Technique Cost/SY	Application	Benefits	Constraints	PCI Change
Reconstruction \$65	This technique is the complete removal of the existing street and building a new street system to the current standards, including drainage systems, curbs and gutters, and anything else required to bring it up to the current Land Development Code standard.	Brings the street segment to current standards, and if properly maintained can be expected to last at least 50 years.	Most expensive technique requires the most traffic interruption and will often require additional right-of-ways.	Resets PCI to 100
Rehabilitation \$40	This technique is used to rebuild the street segment using the existing roadway by reworking the subgrade and constructing a new pavement section.	Brings the street surface to the highest rating and has reduced traffic interruptions. This method addresses Subgrade issues. Possible 15-18 year life extension.	Does not address the street width or the drainage system needs. Often will result in a street that does not meet the minimum standards.	Brings PCI to 100
Mill and Overlay \$13	This technique can be used if the existing pavement and subgrade is in good condition. There must be adequate pavement thickness, and the street is just in need of a new surface. A mill and overlay is used to remove the top portion of pavement, usually 2", and replace it.	Brings the street surface to the highest rating and has minimal traffic interruptions. Possible 10 year life extension.	Does not address the street width or the drainage system needs. This technique can only be used where there is adequate pavement thickness and the subgrade is in good condition.	Brings PCI to 100
Micro-Resurfacing / Slurry Seal \$3.30	This technique involves the placement of a very thin asphalt sand and oil emulsion that seals the existing pavement and slows its rate of deterioration.	Gives the street segment a "Like New" appearance, and removes surface flaws. Slows the rate of deterioration of the pavement.	Only addresses surface flaws and does not address any structural issues that are present in the pavement.	Raises PCI
Crack Sealing \$0.06	This is currently being performed by the Department of Public Works staff and is a preventive maintenance technique.	This seals the existing pavement and extends the service life. This is part of the current maintenance program.	Only addresses surface cracks and does not improve the street segment. Only slows the deterioration.	Minimal Change

Figure 17 – Maintenance Techniques

The proper application of the correct maintenance technique is essential to get the most benefit from the available funds. The PCI values help in determining the best maintenance technique for a particular section of street. **Figure 18** below shows the common maintenance techniques within a range of PCI, as well as the approximate remaining life of the pavement. It should be noted that the relative remaining life presented in the table is not the same as pavement age. Remaining pavement life is the timeframe, expressed in years, in which a street section will provide a useful street (if properly maintained) before rehabilitation or reconstruction needs to be done. The relative remaining life can be exceeded with no rehabilitation or maintenance, and the pavement will continue to deteriorate until it eventually returns to gravel or is unserviceable.

PCI	Condition Description	Recommended Activities	Potential Remaining Life
100	Good	Routine Maintenance Activities	25 to 50 Years
95			
90		Micro-Resurfacing	15 to 30 Years
85			
80			
75			
70			
65	Fair	Mill and Overlay, Rehabilitation, Reconstruction	7 to 20 Years
60			
55			
50			
45	Poor	Full Reconstruction is preferred, Rehabilitation may be an option	0 to 10 Years
40			
35			
30			
25			
20			
15			
10			
5			
0			

Figure 18 – PCI and recommended Maintenance Technique

Improvements to the Street Network Since the April 2012 Report

The focus of the street maintenance program is to maintain the street network of the City of Colleyville as efficient as possible with the funding that is available. A focal point over the past few years has been to address the maintenance needs of subdivisions. It is more cost effective to keep a good road maintained than to let a road deteriorate to point where reconstruction is the only viable option. The average weighted PCI for each subdivision is shown in **Figure 19, 20, and 21**.

Since the original assessment, several streets have had maintenance work performed that has resulted in an increase in their respective PCI. Those projects were either a part of the Comprehensive Capital Improvement Plan or the various annual maintenance projects. The projects that have been performed include:

- Bandit Trail (2012 Tarrant County Project)
- Jackson Road (2012 Tarrant County Project)
- Pembroke Parkway (2012 Annual Project)
- Crossing at Colleyville (2012 Annual Project)
- Woodbriar West (2012 Annual Project)
- Central Drive (2013 Annual Project)
- Kenshire Drive (2013 Annual Project)
- Windview Estates (2013 Annual Project)
- Murphy Road (2013 Somerset CDA)

The streets that received significant maintenance treatments are shown in **Figure 22**. The chart includes:

- The original inspection(PCI) that occurred in 2011
- The maintenance technique that was applied
- The date of maintenance
- The second inspection(PCI) that occurred in 2013
- The difference between the original and the current PCI

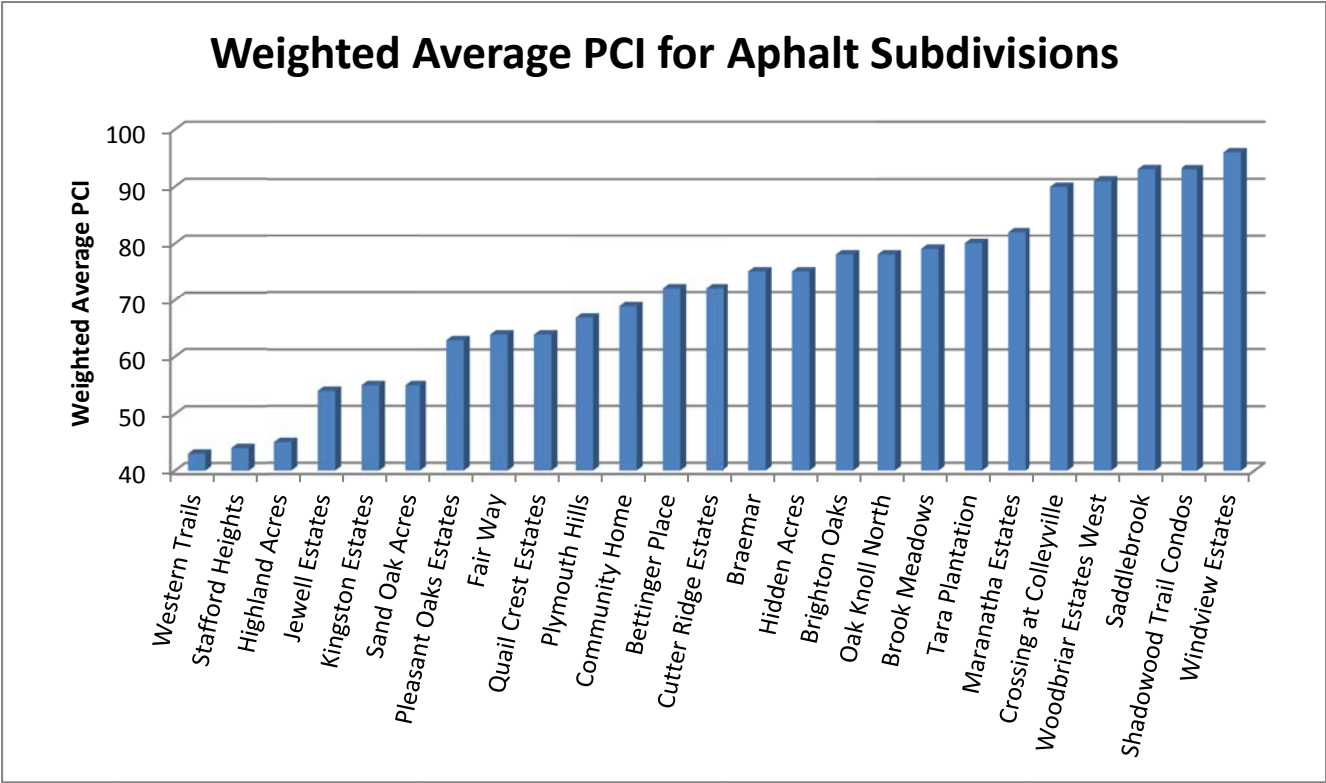


Figure 19 – Weighted Average PCI for Asphalt Subdivisions

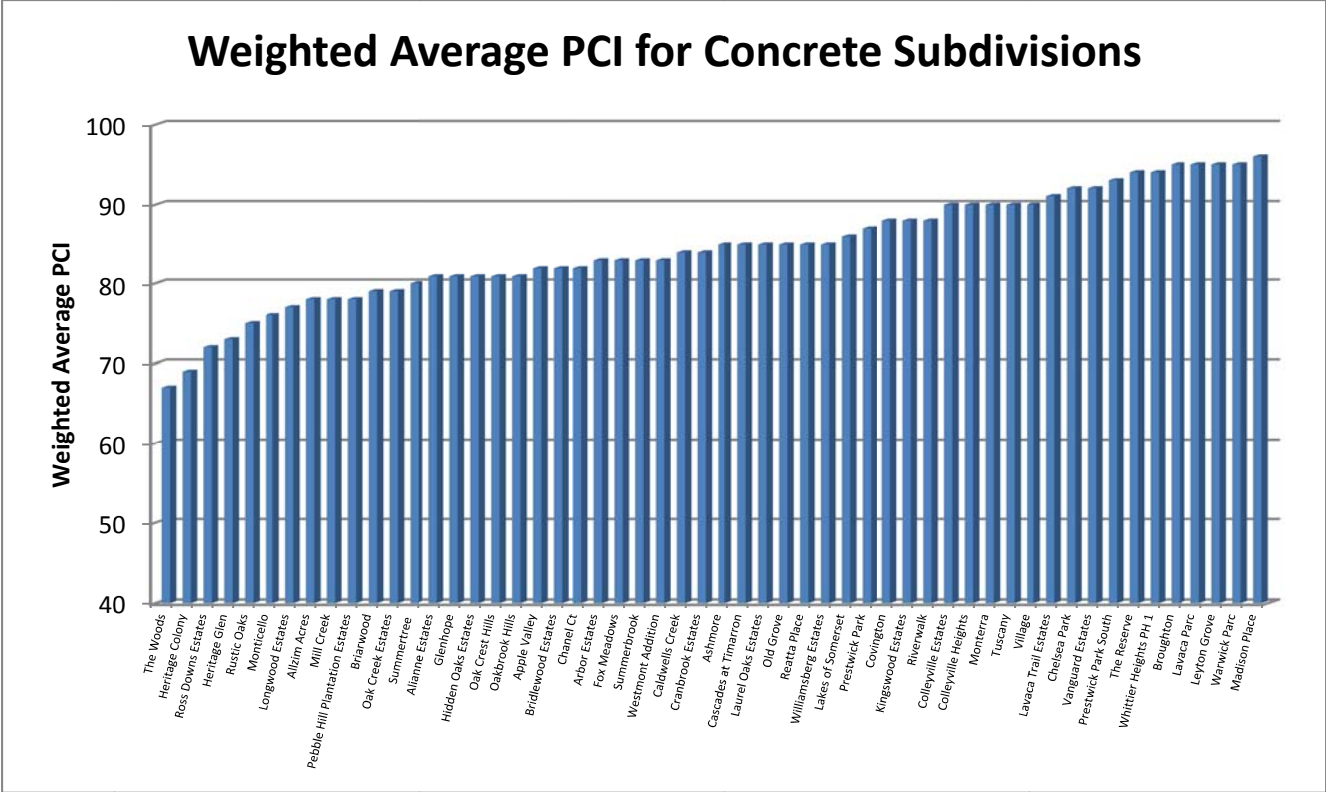


Figure 20 – Weighted Average PCI for Concrete Subdivisions

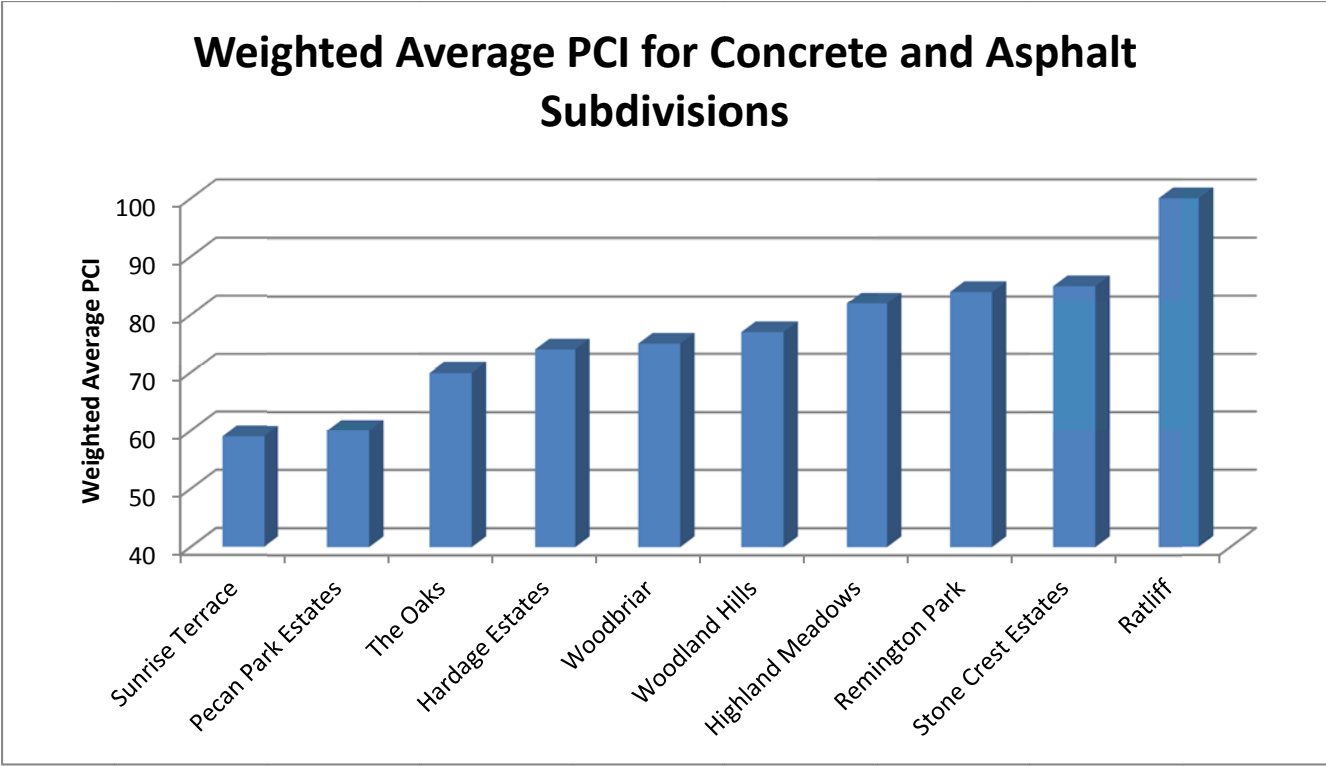


Figure 21 – Weighted Average PCI for Concrete and Asphalt Subdivisions

Street Name	Previous Inspection Date	Previous Inspection PCI	Maintenance Date	Maintenance Treatment	Last Inspection Date	Last Inspection PCI	Difference
Ambleside Court	12/10/2011	84	7/15/2013	Asphalt Rehabilitation	10/24/2013	100	16
Ambleside Drive	12/10/2011	35	7/15/2013	Asphalt Rehabilitation	10/24/2013	95	60
Ashton Court	12/10/2011	73	7/15/2013	Asphalt Rehabilitation	10/24/2013	92	19
Bandit Trail	12/9/2011	26	7/15/2012	Asphalt Rehabilitation	10/31/2013	96	70
Brookridge Drive	12/6/2011	37	8/7/2012	Asphalt Rehabilitation	10/24/2013	100	63
Central Drive	12/6/2011	46	6/10/2013	Asphalt Rehabilitation	10/24/2013	95	49
Chapelwood Court	12/6/2011	40	8/15/2012	Asphalt Rehabilitation	10/24/2013	88	48
Chapelwood Drive	12/6/2011	18	8/15/2012	Asphalt Rehabilitation	10/24/2013	94	76
Cliffwood Drive	12/6/2011	64	8/15/2012	Micro Surface Treatment	10/24/2013	91	27
Cottage Oak Lane	12/7/2011	85	3/15/2013	Asphalt Rehabilitation	10/24/2013	100	15
Dundee Court	12/10/2011	56	7/15/2013	Mill and Overlay 2"	10/24/2013	81	25
Indian Trail Court	12/7/2011	89	8/15/2012	Micro Surface Treatment	10/24/2013	98	9
Jackson Road	12/7/2011	52	8/30/2012	Asphalt Rehabilitation	10/24/2013	96	44
Kenshire Drive	12/7/2011	51	6/10/2013	Asphalt Rehabilitation	10/24/2013	95	44
Long Shadow Court	12/7/2011	81	8/15/2012	Micro Surface Treatment	10/24/2013	90	9
Maplewood Trail	12/7/2011	66	3/15/2013	Asphalt Rehabilitation	10/24/2013	100	34
Murphy Road	12/7/2011	66	10/10/2013	Concrete Reconstruction	10/24/2013	100	36
Pembroke Parkway West	12/6/2011	17	3/30/2013	Asphalt Rehabilitation	10/24/2013	100	83
Ramsgate Court	12/6/2011	76	7/15/2013	Mill and Overlay 2"	10/24/2013	100	24
Scarborough Lane East	12/6/2011	68	8/30/2012	Micro Surface Treatment	10/24/2013	76	8
Shadowood Road	12/7/2011	73	3/15/2012	Asphalt Rehabilitation	10/24/2013	99	26
Shadowood Trail	12/7/2011	81	3/15/2012	Asphalt Rehabilitation	10/24/2013	86	5
Stonehaven Drive	12/10/2011	71	7/15/2013	Mill and Overlay 2"	10/24/2013	97	26
Tamblewood Drive	12/6/2011	76	7/15/2013	Mill and Overlay 2"	10/24/2013	100	24
Wlindermere Court	12/10/2011	79	7/15/2013	Asphalt Rehabilitation	10/24/2013	98	19
Windermere Drive	12/10/2011	66	7/15/2013	Asphalt Rehabilitation	10/24/2013	100	34
Windview Drive	12/10/2011	73	7/15/2013	Mill and Overlay 2"	10/24/2013	100	27
Woodbine Drive	12/6/2011	76	8/15/2012	Micro Surface Treatment	10/24/2013	91	15
Woodcrest Court	12/6/2011	78	8/15/2012	Micro Surface Treatment	10/24/2013	91	13
Woodcrest Drive	12/6/2011	73	8/15/2012	Micro Surface Treatment	10/24/2013	86	13
Woodstock Drive	12/10/2011	70	7/15/2013	Asphalt Rehabilitation	10/24/2013	100	30

Figure 22 – Reinvestment Projects since Original CPMP Report

Rehabilitation Plan and Budget Development

The current CPMP has incorporated a pavement management software program to help identify a rehabilitation plan and budget. The initial CPMP report that was prepared in April of 2012 did not utilize pavement management software for the budget forecasting and budget needs assessment; instead, the original program used a simplified method to determine annual budget needs in order to maintain the current level of service.

The amount determined in the original CPMP was \$2.7 million annually in order to maintain the street system at its current level. This indicated that the funding levels at that time for street maintenance were below the estimated required amount. The initial CPMP report also identified and estimated value for each PCI point. The estimated value was established at \$5.5 million, meaning that in order to recoup a lost PCI point, an investment of \$5.5 million would have to be made in to the street system. It should be noted that the cost of a PCI point in a network with a high overall rating is more costly than a single point network with a poor rating. The higher the overall rating, the more value each PCI point is worth.

With the use of the StreetSaver PMS, a Budget Needs calculation can be performed to determine the amount of funding needed to maintain the system. Determining budget needs is a major reason for conducting network-level pavement management. An estimated budget need is developed by the StreetSaver PMS based on the unit costs associated with each maintenance or rehabilitation treatment determined to be needed. This unit cost is multiplied by the area of the street segments selected. Since it is less expensive to have good roads and streets than to have poor roads and streets, the Budget Needs Calculation sub module tries to place all management sections in condition category I (good condition with a PCI at or above 70). If the agency has a significant quantity of poor roads and streets, the budget needs tends to “front-load” the needs.

The Budget Needs Calculations sub module takes into account inflation rates, interest rates, a starting year, and can be varied on the number of years to calculate. The Budget Needs Calculation that is shown in **Figure 23** is based on an inflation rate of 5%, an interest rate of 2%, starts in 2015, and is calculated for a duration of 10 years. This shows an average expense of \$3.4 million is necessary to maintain the network.

Year	PCI Treated	PCI Untreated	Cost
2015	79	75	\$3,661,025
2016	78	74	\$2,465,897
2017	78	72	\$2,777,609
2018	77	71	\$2,833,724
2019	77	69	\$3,472,035
2020	78	68	\$2,470,038
2021	77	66	\$3,522,848
2022	78	65	\$4,977,803
2023	77	63	\$2,912,338
2024	77	62	\$5,247,675
			Total Cost
			\$34,340,992

Figure 23 – Budget Needs (Inflation Rate of 5 %, Interest Rate of 2 %)

For the purpose of this report, inflation was estimated at a rate of five percent. This is an estimate and these numbers fluctuate based on several factors that are not easily predicted. In 1998, the City paid \$4.20 for a square yard of 2" Type D HMA (this is the top 2" layer of asphalt on an asphalt street), and the current rate for the same item is \$10.46 per square yard. The price has escalated 250% since 1998. This is approximately a 5% annual increase in cost for HMA pavement.

Scenario Analysis

The PMS allows for the creation of Budget Scenarios, which allows the user to set up different hypothetical cases using various budgets and/or projects to calculate future street conditions and budget requirements. Budget Scenarios is an efficient tool in letting the user know how to get the best result from their budget. For illustration purposes, three (3) separate scenarios have been evaluated. The scenarios include;

- No Funding for maintenance
- \$1 Million Annual Funding for maintenance
- \$3 Million Annual Funding for maintenance

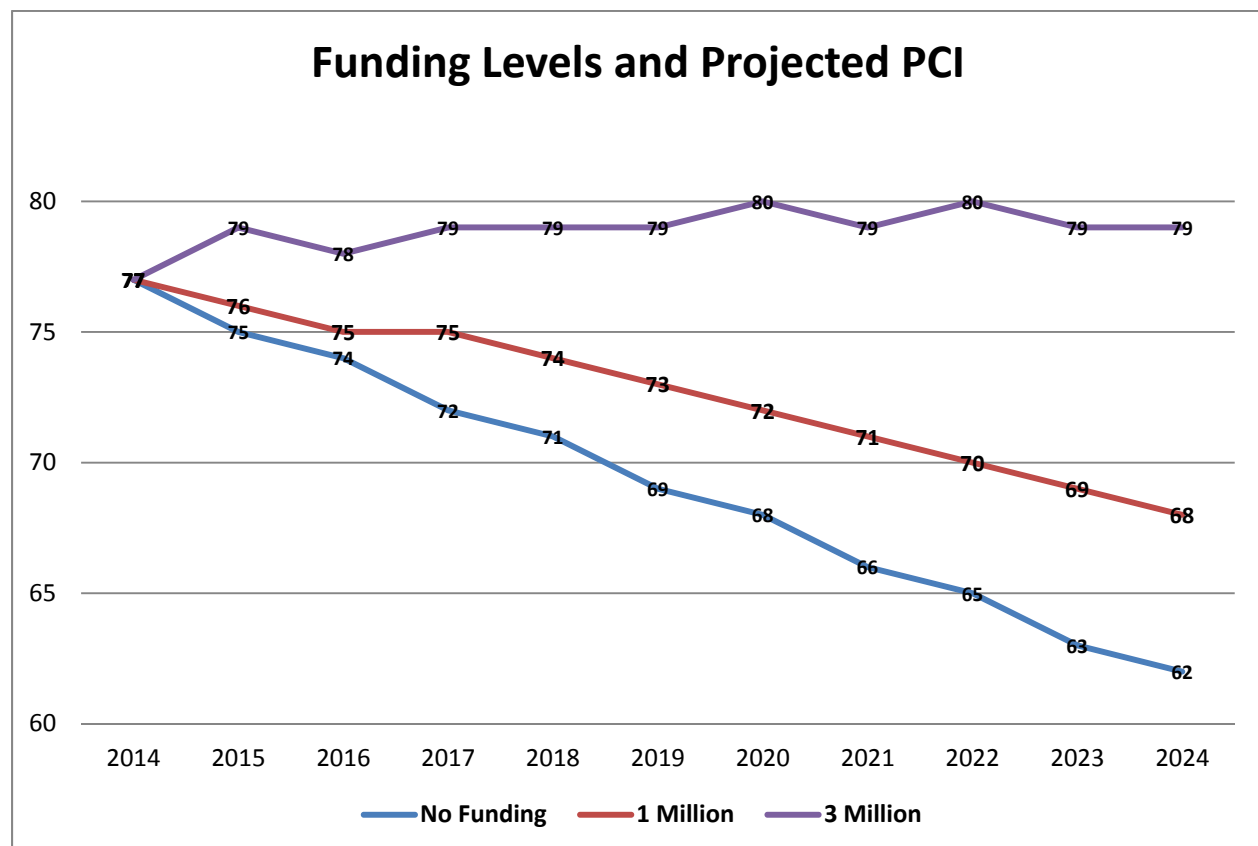


Figure 24 – Maintenance Funding Levels and Projected PCI

As shown in **Figure 24**, if no investment is made into the street system, the system will continue to deteriorate and, after 10 years, the system will have a projected overall network PCI of 62. An investment of one million dollars in the street system is shown in **Figure 21**. The investment slows the deterioration and, after ten years, the projected PCI value is reduced to 68. Although this is better than the no investment scenario, it remains

inadequate to offset the deterioration of the system. The investment of three million annually closely resembles what was determined to be the average budgetary need for the street system. As shown in **Figure 24**, this investment provides a consistent network PCI for future years. Something that must be considered is that this projection makes the assumption that the streets are constructed in a manner that allows for a set deterioration rate; what has been shown is that there are several street segments that do not comply with that assumption. As additional data is available by performing the street assessments in years to come, this assumption will be refined and the results will be refined as well.

Summary and Recommendations

The Colleyville Pavement Management Program was initiated in 2012 and has since incorporated a pavement management system to help in understanding of the condition of the street system and budget forecasting.

The findings of this analysis conclude:

- The street network of the City of Colleyville is in good condition overall
- The overall street network weighted PCI has decreased 2.82 PCI Points in 24 months
- The amount of funding needed on an annual basis to maintain the current system at the current PCI is estimated at \$34.3 million over the next ten years (based on a 5% inflation rate)
- The system will continue to deteriorate as it ages
- The current funding levels are slowing the deterioration, but are not sufficient to offset the current rate of deterioration
- The non-local streets have the greatest percentage of poor street segments and experience the highest traffic volumes
- The non-local streets are deteriorating at a rate 2.5 times the rate of the local streets

The overall street network is in good condition. However, there are many street sections that fall far below an acceptable level of service. It is noted that the current funding levels for street maintenance are below the estimated required amount that is necessary to maintain the street system at its current level. Without adequate maintenance and reconstruction, where appropriate, the system will continue to deteriorate. The CPMP will continue to be a tool used by city staff to aid in the management of the city's street system.



February 20, 2014

City of Colleyville
100 Main Street
Colleyville, Texas 76034

Attn: Mr. Craig Knight:
Construction Manager

**RE: PROPOSED PAVEMENT SUBGRADE PREPARATION
CONCRETE STREETS
COLLEYVILLE, TEXAS**

Dear Mr. Knight:

CMJ Engineering, Inc. (CMJ) has been requested by the City of Colleyville Public Works Department to present guidelines for pavement subgrade preparation for new concrete streets. The goal of such guidelines is to construct a pavement subgrade that is durable over the life of the pavement thereby reducing maintenance and replacement costs that result from premature pavement failure.

The City of Colleyville is located in a mapped outcropping of the Woodbine geologic formation. The Woodbine formation consists of highly variable soils ranging from sands, clayey sands, sandy clays to clays. The parent material consists of sandy shale with occasionally very hard cemented sands and sandstones present above the sandy shales. Some ground water is found in the formation perched in the more permeable granular materials above or along the contact with the shale.

The current City of Colleyville Infrastructure Construction Provisions, Standards and Details states on page IV-53 in Section B.1.3 Item C that "Based on geotechnical testing performed on existing soils from the project site, a lime/cement application rate has been determined for subgrade stabilization as set forth in these special provisions." CMJ understands it is the City's goal to develop a standard procedure for subgrade stabilization based on the type of soils present on the project site.

CMJ's experience is the use of a combined subgrade preparation technique consisting of lime and cement results in a subgrade that extends the durability of a lime stabilized subgrade with cement stabilization for plastic to highly plastic clays. Where sands, clayey sands and very sandy clays are present cement stabilization only should provide a satisfactory pavement subgrade. The following discussion (and not the recommendations which follow the discussion) is taken from a paper by *Marshall B. Addison, Ph.D., P.E. and Frank A. Polma, P.E., 2007, Extending Durability of Lime Modified Subgrades with Cement Stabilization*", *Soil Improvement, Geotechnical Special Publication No. 172, American Society of Civil Engineers, Reston, Virginia, pp 1-10.*

Referenced Paper Discussion

The study performed in the referenced paper found that early failure of lime treated subgrades in high plasticity soils was significant. Softening of the lime treated subgrades, especially in proximity to the paving edges, resulted in extensive cracking and settlement of paving section. An increase in the severity of joint faulting was also noted in their study.

Use of lime and cement in combination was tested as a means to possibly provide an easily workable, yet durable, method to stabilize paving subgrades in high plasticity soils. In their research they determined that most disadvantages of a cement modified subgrade (CMS) are advantages with lime modification of clays and similarly, most disadvantages with lime modification of clays are advantages with CMS. Combining the strengths of each treatment to overcome their respective weaknesses appeared to have the potential to provide an improved subgrade treatment process. The results of their study showed that a lime modified (for workability) and cement stabilized (for strength and durability) subgrade has the potential to improve long term performance of the treated subgrade in highly plastic clays.

Recommended Subgrade Preparation Techniques

Therefore, the use of a combined subgrade preparation technique consisting of lime and cement is recommended by CMJ where plastic to highly plastic clays are present. Where sands, clayey sands and very sandy clays with a Plasticity Index (PI) less than 15 are present cement modification only is recommended. The following table presents application rates of cement only and lime / cement combined based on the Plasticity Index of the soil, an 8 inch thick subgrade and assumed unit weights.

TABLE 1 – RECOMMENDED % AND QUANTITIES OF LIME / CEMENT					
Plasticity Index (PI)	ASSUMED UNIT DRY WEIGHT (pcf)	% LIME	QUANTITY OF LIME (lbs/sy)	% CEMENT	QUANTITY OF CEMENT (lbs/sy)
0 – 15	120	0	0	5	36*
16 – 25	116	3	21	5	35
26 – 35	112	4	27	5	34
36 - 45	100	5	30	6	36

* Note: 36 lbs/sy is the minimum amount for this PI range independent of the soil unit dry weight

Prior to stabilization, the subgrade should be proofrolled with heavy pneumatic equipment. Any soft or pumping areas should be undercut to a firm subgrade and properly backfilled according to City of Colleyville standards.

The recommended specified amount of hydrated lime should be thoroughly mixed and blended with the required thickness of soil subgrade conforming to the City of Colleyville standards. Multiple lifts should be anticipated to properly mix and compact the subgrade where highly plastic clays are present if more than 8 inches is to be stabilized. If the material cannot be uniformly processed to the required depth in a single pass, excavate and windrow the material to expose a secondary grade to achieve processing to plan depth. The hydrated lime should meet the requirements of the City of Colleyville standards.

Following lime treatment, it is recommended the specified amount of Portland cement be used to stabilize the subgrade soils. The cement should be thoroughly mixed and blended with the required thickness of soil subgrade (TxDOT Items 275). Multiple lifts should be anticipated to properly mix and compact the subgrade where highly plastic clays are present if more than 8 inches is to be stabilized. Excavate and windrow the material to expose a secondary grade to achieve compaction in maximum 9-inch loose lifts. The Portland cement should meet the requirements of Item 275 in the Texas Department of Transportation (TxDOT) Standard Specifications for Construction of Highways, Streets and Bridges, 2004 Edition.

The cement stabilized subgrade should be uniformly compacted to a minimum of 95 percent of ASTM Standard Test Method for Moisture-Density Relations of Soil-Cement Mixtures (ASTM D 558), near minus 3 to plus 1 percentage points of the optimum moisture content determined by that test. The operation of cement application, mixing, spreading, compacting, and finishing per lift should be continuous and completed within 2 hours from the start of mixing. Any processed

material that has not been compacted and finished shall not be left undisturbed for longer than 30 minutes. Smaller sections should be completed at one time, rather than overly long sections.

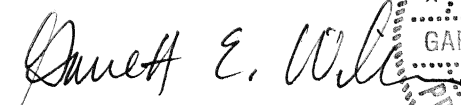
It is recommended that subgrade stabilization extend to at least one foot beyond pavement edges to aid in reducing pavement movements and cracking along the curb line due to seasonal moisture variations after construction. Each construction area should be shaped to allow drainage of surface water during earthwork operations, and surface water should be pumped immediately from each construction area after each rain and a firm subgrade condition maintained. Water should not be allowed to pond in order to prevent percolation and subgrade softening, and cement should be added to the subgrade after removal of all surface vegetation and debris. Sand should be specifically prohibited beneath pavement areas, since these more porous soils can allow water inflow, resulting in heave and strength loss of subgrade soils. After fine grading each area in preparation for paving, the subgrade surface should be lightly moistened, as needed, and recompact to obtain a tight non-yielding subgrade.

The Texas Transportation Institute has performed studies to reduce "block cracks" common to cement-treated base materials. Microcracking is the application of several vibratory roller passes to a cement-treated base after a short curing stage, typically after one to three days, to create a fine network of cracks. Microcracking is one technique to help reduce the risk of shrinkage cracks in the cement-treated base. The goal of microcracking is to form a network of fine cracks and prevent the wider, more severe cracks from forming. Proper moisture control during cement placement/mixing and curing are also key factors to reducing shrinkage cracking.

* * * *

We appreciate the opportunity to provide this information. Please contact us should questions arise on information contained herein.

Respectfully,
CMJ ENGINEERING, INC.
TEXAS FIRM REGISTRATION NO. F-9177


Garrett E. Williams, P.E.
President





City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-2

Agenda Date 05/13/2014

Type Pre Council

Department City Manager

Title

Discussion of the Performance Management Report

Explanation

The purpose of this item is to report on performance of the programs and services identified in the strategic plan and the general operations of the City through the use of performance measures. The performance measures presented are the scorecard by which key performance indicators are measured, and ultimately, how performance with respect to the five strategic points identified as the City Council's priorities is assessed.

In addition to performance measures, additional metrics called vital statistics are now included in the report. Performance measures are measures of efficiency or effectiveness and represent outcomes that can be directly influenced by staff. Vital statistics represent data that is important to track for overall understanding of how a program is performing and for decision making, but is not necessarily a reflection of efficiency or effectiveness, and is not something that staff has significant control over. The presentation of both performance measures and vital statistics provides a well-rounded look at performance and trends in programs and services, while also furthering the City's efforts of accountability and transparency to those we serve.

The attached spreadsheet includes the second quarter of actual data from FY 2014, reflected in the FY 2014 YTD (year to date) column. For performance measures, the FY 2014 YTD numbers are compared to the FY 2014 target that was established by the responsible department and are color coded as listed below. Vital statistics do not have a FY 2014 target and are therefore not color coded, as those metrics represent information that is important to track, but are not necessarily appropriate to set targets for.

Gray - Data not available at this time

Green - Performance is on track to meet or exceed the target

Yellow - Performance is near the target, but is not expected to meet it

Red - Performance is not on track to meet the target

A Dashboard Report is also included and offers a more visual presentation of highlighted performance measures and vital statistics. Each quarter, the Dashboard

Report will focus on one of the five strategic points in the strategic plan and will include charts and graphs depicting selected performance measures and vital statistics that are tied to that particular strategic point.

This quarter, a report showing the City's satisfaction measures has been included, as that information is updated every two years based on the results of the Citizen Survey.

All performance measures will be regularly evaluated to ensure they continue to appropriately measure the effectiveness of City services and will be updated as necessary. Staff will also continue to track and include vital statistics in performance management reports to provide the additional information that is necessary for informed decision making.

Attachments

1. FY 2014 Q2 Dashboard Report
2. FY 2014 Q2 Performance Measures & Vital Statistics
3. FY 2014 Citizen Survey- Satisfaction Measures



DASHBOARD REPORT

PERFORMANCE MEASURES & VITAL STATISTICS
FISCAL YEAR 2014 - QUARTER 2

PERCENTAGE OF BUILDING SERVICES WORK ORDERS RESPONDED TO WITHIN ONE BUSINESS DAY

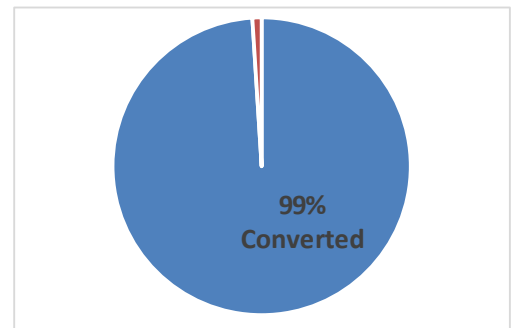


STRATEGIC PLAN CONNECTION:

DELIVER SUSTAINABLE GOVERNMENT

The metrics highlighted each quarter will focus on one of the five strategic points in Colleyville's Strategic Plan.

PERCENTAGE OF REQUISITIONS CONVERTED TO PURCHASE ORDERS IN <3 DAYS



PERCENTAGE OF EMPLOYEES WHO PARTICIPATE IN THE WELLNESS PROGRAM



GIS CUSTOMER SERVICE



MEDICAL & PHARMACY LOSS RATIO

(PAID CLAIMS DIVIDED BY PREMIUMS)

71.25%

*Goal is less than 85%

FY 2014 Q2 Performance Measures & Vital Statistics

PUBLIC SAFETY

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 YTD
Performance Measures	Percentage of code violations located proactively	Code Enforcement	Neighborhoods	56%	62%	69%	≥ 50%	88%
	Number of cases successfully resolved	Criminal Investigations	Core Service	N/A	N/A	N/A	≥ 400	245
	Percentage of UCR Part 1 Crimes cleared	Criminal Investigations	Core Service	47%	28%	20%	≥ 30%	35%
	Percentage of crime victims contacted by investigators within 3 days	Criminal Investigations	Core Service	92%	95%	92%	≥ 95%	99%
	Number of UCR Part 1 Crimes	Police Administration	Neighborhoods	201	199	175	≤ 180	79
	Average Priority 1 response time (call dispatch to arrival)	Police Patrol	Core Service	4:30	4:12	4:11	≤ 5:00	4:02
	Percentage of officers surveyed satisfied with Communications/Jail	Communications / Jail	Core Service	N/A	N/A	N/A	≥ 74%	N/A
	Fire/Ambulance response in under six minutes (call dispatch to arrival)	EMS Operations	Core Service	84%	83%	85%	≥ 85%	79%
	Percentage of plans reviewed within 48 hours	Fire Prevention / Investigations	Core Service	99%	97%	100%	≥ 98%	100%
	Percentage of fire investigations cleared within 30 days	Fire Prevention / Investigations	Core Service	100%	100%	100%	≥ 95%	100%
	Percentage of inspections performed within 48 hours of request	Fire Prevention / Investigations	Core Service	98%	97%	100%	≥ 95%	100%

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 YTD
Vital Statistics	Injury accidents per 1,000 population	Police Patrol	Core Service	1.5	2.2	0.75	0.71
	Number of self-initiated calls for service (proactive, community policing)	Police Patrol	Neighborhoods	18,396	40,324	54,231	25,237
	Total number of outstanding warrants in system since 1/1/03	Warrant Officer	Core Service	4,555	4,170	3,971	4,096
	Number of warrants served	Warrant Officer	Core Service	3,933	7,190	1,452	1,223
	Fire Related Responses	Fire Operations	Core Service	N/A	N/A	381	254
	Service Related Responses	Fire Operations	Core Service	N/A	N/A	357	71
	EMS Related Responses	EMS Operations	Core Service	N/A	N/A	829	441
	Ambulance billing revenue	EMS Operations	Sust. Gov't	\$307,000	\$322,000	\$323,672	\$220,718
	Percentage of billed services recovered	EMS Operations	Sust. Gov't	35%	30%	30%	36%
	Total number of volunteer hours from CFAAA and Rehab Team	Fire Administration	Core Service	N/A	N/A	900	128
	Community Fire Prevention Events	Fire Prevention / Operations	Core Service	N/A	N/A	N/A	55
	Average hours of training per employee	Fire Operations	Core Service	195	205	160.9	83.8

DEVELOPMENT

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 YTD
Performance Measures	Percentage of residential plan reviews completed in five days or less	Building Inspection	Eco. Dev.	New Measure	New Measure	21%	≥ 75%	32%
	Percentage of commercial plan reviews completed in ten days or less	Building Inspection	Eco. Dev.	New Measure	New Measure	44%	≥ 75%	54%
	Percentage of inspections performed within 24 hours	Building Inspection	Core Service	96%	93%	97%	≥ 95%	98%
	Percent of online department survey respondents satisfied with overall service	Planning and Zoning/Building Inspection	Core Service	New Measure	New Measure	89%	= 100%	100%
	Average percentage occupancy of retail and office spaces	Economic Development	Eco. Dev.	87%/87%	88%/89%	90%/89%	≥ 88%/89%	93%/88%
	Colleyvilleclosebuy.com and app visitors per month	Marketing	Eco. Dev.	478	500	303	≥ 550	419
	CloseBuy.com business exposures per quarter (includes internet search engine visits)	Marketing	Eco. Dev.	N/A	95,000	144,911	≥ 125,000	383,897
	CloseBuy.com business directory queries per quarter	Marketing	Eco. Dev.	N/A	1,000	1,409	≥ 1,250	5,665
	Percent of zoning case approvals consistent with Master Plan	Planning and Zoning	Neighborhoods	New Measure	New Measure	94%	= 100%	100%

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 YTD
Vital Statistics	Number of commercial remodel/add-alter permits	Economic Development	Eco. Dev.	79	65	75	67
	Value of commercial remodel/add-alter permits	Economic Development	Eco. Dev.	\$13M	\$11.7M	\$9.44 M	\$13.27M
	Fees generated from commercial remodel/add-alter permits	Economic Development	Eco. Dev.	\$138,276	\$101,000	\$106,290	\$132,576
	Fees generated from new commercial building permits	Economic Development	Eco. Dev.	\$109,097	\$225,000	\$128,535	\$95,473
	Number of new commercial building permits	Economic Development	Eco. Dev.	7	8	6	7
	Value of new commercial building permits	Economic Development	Eco. Dev.	\$4.0M	\$12.9M	\$3.48M	\$6.29M
	General Fund Sales Tax Revenue	Economic Development	Eco. Dev.	\$2.64M	\$2.86M	\$3.07M	\$1,556,490
	Number of Inspections Performed	Building Inspection	Eco. Dev.	6,829	8,780	6,832	3,150

LEISURE

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 YTD
Performance Measures	Percentage of competitive athletic fields meeting departmental maintenance standards	Athletic Field Maintenance	Core Service	NA	NA	NA	≥ 85%	80%
	Percentage of park inspections meeting standards	Park Maintenance	Core Service	85%	85%	87%	≥ 85%	70%
	Percentage of library materials requests filled within 30 days	Library Services	Core Service	77%	83%	86%	≥ 80%	Annual Measure
	Percentage of library patrons who come to the library looking for items and find them	Library Services	Core Service	75%	82%	79%	≥ 80%	80%
	Children's program attendance	Library Services	Core Service	12,003	17,145	21,955	≥ 17,836	7,403
	Adult and teen program attendance	Library Services	Core Service	426	809	910	≥ 842	455
	Children's summer reading program participation	Library Services	Core Service	1,010	1,054	1,182	≥ 1,096	N/A
	Adult and teen summer reading program participation	Library Services	Core Service	134	106	118	≥ 110	N/A
	Library patron visits	Library Services	Core Service	104,276	104,268	123,211	≥ 108,470	58,870
	Reference Completion Rate	Library Services	Core Service	36,036	39,799	35,048	≥ 40,000	14,443
	Circulation of the library materials collection	Library Services	Core Service	235,238	244,613	250,737	≥ 254,471	105,337
	Percentage of offered classes/programs held	Recreation	Unique Identity	48%	60%	65%	≥ 60%	70%
	Number of participants	Senior Center	Unique Identity	1,384	1,500	1,751	≥ 1,500	1,901
	Percentage of resident membership visits	Senior Center	Unique Identity	54%	55%	58%	≥ 60%	60%
	Percentage of cost recovery	Colleyville Center	Unique Identity	78%	70%	66%	≥ 70%	76%
	Percentage of customer satisfaction ratings of "excellent"	Colleyville Center	Unique Identity	98%	98%	96.3%	≥ 94%	96.8%
	Revenue generated from bookings	Colleyville Center	Unique Identity	\$245,749	\$240,000	\$246,797	≥ \$220,000	\$109,934
	Number of events held	Colleyville Center	Unique Identity	410	420	386	≥ 404	211

LEISURE

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 YTD
Vital Statistics	Percentage of Colleyville households with at least one active library card holder	Library Services	Core Service	50%	55%	50%	Annual Measure
	Library materials collection size	Library Services	Core Service	62,997	65,740	69,736	70,170
	Number of staff hours dedicated to athletic field maintenance and game preparation	Athletic Field Maintenance	Unique Identity	N/A	4,725	4,884	2,342
	Percentage of revenue recovery and value of donations generated by athletic program	Athletic Field Maintenance	Unique Identity	13%	11%	12%	N/A
	Number of youth sports participants	Athletic Field Maintenance	Unique Identity	4,774	4,750	4,063	2,222
	Percentage of participants that are non-residents for all youth sports	Athletic Field Maintenance	Unique Identity	51%	51%	49%	53%
	Value of donations	Park Maintenance	Unique Identity	\$2,429	\$2,000	\$86,118	\$0
	Number of classes/programs offered	Senior Center	Unique Identity	150	120	151	111
	Average membership visits per month	Senior Center	Unique Identity	560	500	534	508
	Number of Metroport Meals on Wheels participants	Senior Center	Unique Identity	New Measure	1,800	1,727	834
	Percentage of Meals on Wheels participants who are residents	Senior Center	Unique Identity	New Measure	50%	52%	51%
	Percentage of resident class participants	Recreation	Unique Identity	59%	60%	49%	41%
	Percentage of events generating economic impact for local business	Colleyville Center	Unique Identity	57%	55%	57%	59%
	Percent of total events held: Colleyville residents	Colleyville Center	Unique Identity	N/A	N/A	9%	10%
	Percent of total events held: Non-residents	Colleyville Center	Unique Identity	N/A	N/A	41%	36%
	Percent of total events held: Non-profits	Colleyville Center	Unique Identity	N/A	N/A	44%	48%
	Percent of total events held: City departments	Colleyville Center	Unique Identity	N/A	N/A	6%	7%

PUBLIC WORKS

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 YTD
Performance Measures	Percent of internal customers satisfied with facility environment	Building Services	Sust. Gov't	N/A	98%	89%	≥ 98%	Annual Measure
	Percentage of work orders responded to within one business day	Building Services	Sust. Gov't	98%	99%	78%	≥ 90%	50%
	Percent of scheduled lane miles of public streets swept	Stormwater Management	Core Service	New Measure	94%	98%	≥ 98%	99%
	Percent of storm drain inlets inspected	Stormwater Management	Core Service	New Measure	New Measure	New Measure	≥ 50%	Annual Measure
	Percentage of storm sewer lines inspected	Drainage Maintenance	Core Service	New Measure	New Measure	New Measure	≥ 20%	Annual Measure
	Meter reading accuracy	Utility Support	Core Service	99%	98%	99%	≥ 98%	99%
	Percentage of total waste water lines cleaned annually	Waste Water Collection	Core Service	63%	88%	93%	≥ 95%	Annual Measure
	Percentage of water valves exercised	Water Distribution	Core Service	New Measure	New Measure	New Measure	≥ 25%	Annual Measure
	Percentage of monthly water samples testing negative for coliform bacteria	Water Distribution	Core Service	99.98%	100.00%	99.36%	= 100%	100.00%
	Percent of street and traffic signs replaced	Street Maintenance	Neighborhoods	New Measure	8%	12%	= 10%	Annual Measure
	Percentage of pavement markings renewed	Street Maintenance	Neighborhoods	New Measure	New Measure	New Measure	≥ 20%	Annual Measure
	Lane miles of unimproved streets	Engineering Services	Neighborhoods	71.32	71.32	71.32	≤ 68.47	Annual Measure

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 YTD
Vital Statistics	Percentage of fleet time available	Fleet Maintenance	Sust. Gov't	New Measure	98%	98%	99%
	Ratio of scheduled maintenance to unscheduled repairs	Building Services	Sust. Gov't	80%	77%	68%	40%
	Number of infrastructure repairs needed within two- year maintenance bond period	Engineering Services	Core Service	1	0	0	0
	Value of newly-constructed public infrastructure in place	Engineering Services	Neighborhoods	New Measure	New Measure	New Measure	\$5.82M
	Percentage of construction time with City staff present	Engineering Services	Neighborhoods	New Measure	New Measure	New Measure	20%
	Percentage of time preventative maintenance is completed on schedule	Fleet Maintenance	Sust. Gov't	New Measure	New Measure	New Measure	93%
	Water loss ratio	Water Distribution	Core Service	3.17%	4.50%	4.33%	Annual Measure

ADMINISTRATION

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 YTD
Performance Measures	City-initiated news leads	Communications	Unique Identity	32	40	31	≥ 25	16
	Responses to media inquires within 1 hour	Communications	Unique Identity	95%	95%	96%	≥ 95%	93%
	Number of public information campaigns	Communications	Unique Identity	9	8	6	≥ 8	2
	Coverage in print, broadcast, online/associated media value	Communications	Unique Identity	\$92,998	\$130,000	\$82,650	≥ \$90,000	\$52,864
	Number of complaints regarding trash or recycling services	Solid Waste and Recycling	Core Service	124	149	132	≤ 150	43
	Percentage of board, commission, and committee members that have completed Texas Open Meeting Act training	City Secretary	Sust. Gov't	< 50%	< 50%	< 50%	≥ 95%	55%

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 YTD
Vital Statistics	Tax rate per hundred dollars of valuation	City Council	Sust. Gov't	\$0.3559	\$0.3559	\$0.3559	\$0.3559
	Average pounds recycling per home/per collection	Solid Waste and Recycling	Core Service	9.2	12.2	11.5	12.2
	Number of household hazardous waste collections (at Fort Worth ECC and Clean Sweep event)	Solid Waste and Recycling	Core Service	486	524	572	175
	Visits to Colleyville.com	Communications	Unique Identity	235,217	260,000	300,605	147,604
	E-newsletter subscribers	Communications	Unique Identity	1,064	1,300	1,679	1,864
	Number of public information requests	City Secretary	Core Service	147	196	217	124
	Number of citizen survey responses	City Manager's Office	Sust. Gov't	N/A	1,665	N/A	1,323

FINANCE

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 YTD
Performance Measures	Percent of requisitions converted to purchase orders in < 3 days	Finance	Sust. Gov't	N/A	100%	99%	≥ 97%	99%
	Number of audit adjustments in period 13 closing	Finance	Sust. Gov't	20	14	12	≤ 12	Annual Measure
	Percentage warrants issued within 8 day period after due date or court date	Municipal Court	Core Service	New Measure	New Measure	New Measure	≥ 97%	95%
	Billing accuracy rate	Utility Billing	Core Service	99.0%	98.3%	99.0%	≥ 99.5%	98.6%
	Percentage of service orders closed out on time	Utility Billing	Core Service	100%	100%	100%	= 100%	100%

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 YTD
Vital Statistics	Percent of ACH payments to total accounts payable	Finance	Sust. Gov't	New Measure	New Measure	New Measure	9%
	Number of citations filed per FTE	Municipal Court	Core Service	3,900	4,000	4,268	2263
	Number of bench trials vs. jury trials set	Municipal Court	Core Service	New Measure	New Measure	New Measure	31 / 17
	Percentage of automatic draft customers/total customers	Utility Billing	Core Service	13%	15%	15%	17%
	Percentage of customers paying before cutoff	Utility Billing	Core Service	97%	97%	97%	97%
	Uncollectible accounts written off at year end (water & sewer)	Utility Billing	Core Service	N/A	\$34,628	\$30,500	Annual Measure

INTERNAL SERVICES

		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 YTD
Performance Measures	Percentage turnover (per fiscal year)	Human Resources	Sust. Gov't	15%	12%	22%	≤ 10%	6.33%
	Percentage of annual performance evaluations completed on time	Human Resources	Sust. Gov't	New Measure	36%	25%	≥ 90%	98%
	Percentage of employees who participate in wellness program	Human Resources	Sust. Gov't	New Measure	80%	78%	≥ 80%	86%
	Workers' compensation experience modification factor (actual losses compared to expected losses)	Human Resources	Sust. Gov't	New Measure	New Measure	0.48	≤ 0.85	0.45
	Medical and pharmacy loss ratio (paid claims divided by premiums)	Human Resources	Sust. Gov't	New Measure	New Measure	66%	≤ 85%	71.25%
	Percentage of product requests completed on time	Graphical Information Services (GIS)	Sust. Gov't	98%	90%	82%	≥ 85%	96%
	Percentage of address and/or plat issues responded to within 24 hours	Graphical Information Services (GIS)	Sust. Gov't	100%	96%	64%	≥ 90%	100%
	Percentage of broadcast uptime	Network/Desktop Services	Sust. Gov't	98.65%	99.99%	99.82%	≥ 99%	99.85%
	Percentage of work orders completed on time	Network/Desktop Services	Sust. Gov't	86%	80%	87%	≥ 95%	73.52%
	Percentage of network data and telecommunications uptime	Network/Desktop Services	Sust. Gov't	99.84%	99.99%	99.83%	≥ 99%	99.79%
	Percentage of IS work plan projects completed on time	Network/Desktop Services	Sust. Gov't	80%	80%	100%	= 100%	96.20%
	Percentage of data backup success	Network/Desktop Services	Sust. Gov't	94%	95%	91%	= 100%	95.16%
Vital Statistics		Program	Strategic Point	FY 2011	FY 2012	FY 2013	FY 2014 YTD	
	Total number of equipment pieces maintained by department	Network/Desktop Services	Sust. Gov't	410	430	419	569	

BIENNIAL CITIZEN SURVEY

Citizen Satisfaction with... (Responses of Very Satisfied + Satisfied; Excluding "no opinion" responses)	Program	Strategic Point	FY 2010	FY 2012	FY 2014
Overall quality of life in Colleyville	City Council	Neighborhoods	96%	97%	98%
Developing a future vision of the City	City Council	Unique Identity	56%	60%	71%
Listening to citizens	City Council	Core Service	70%	74%	81%
Value of services for taxes paid	City Council	Sust. Gov't	78%	78%	81%
Welcoming citizen involvement	City Manager's Office	Core Service	83%	83%	88%
General courtesy of City of Colleyville employees	City Manager's Office	Core Service	95%	92%	97%
How City funds are managed	City Manager's Office	Sust. Gov't	82%	83%	87%
Code Enforcement	Code Enforcement	Neighborhoods	84%	85%	84
Keeping citizens informed	Communications	Unique Identity	80%	87%	87%
The City providing an adequate forum for public input	Communications	Unique Identity	74%	87%	88%
Encouraging economic growth	Economic Development	Eco. Dev.	40%	46%	74%
Retaining existing businesses	Economic Development	Eco. Dev.	34%	47%	60%
Attracting new businesses	Economic Development	Eco. Dev.	34%	44%	56%
Emergency Medical Services	EMS Operations	Core Service	98%	98%	99%
Fire protection services	Fire Administration	Core Service	99%	100%	99%
Library Services and Programs	Library Services	Core Service	95%	97%	97%
Community events/festivals	Library/Recreation	Unique Identity	87%	83%	86%
Municipal Court	Municipal Court	Core Service	93%	95%	94%
Parks in Colleyville	Park Maintenance	Unique Identity	88%	93%	94%
Trails in Colleyville	Park Maintenance	Unique Identity	86%	84%	85%
Effective zoning and land use regulations	Planning and Zoning	Neighborhoods	72%	76%	78%
Planning for the future needs of residents	Planning and Zoning	Neighborhoods	68%	69%	77%
Appearance of your neighborhood	Planning and Zoning	Neighborhoods	92%	89%	93%
Police protection	Police Administration	Core Service	95%	92%	96%
Animal control	Police- Animal Control	Core Service	90%	89%	91%
Traffic enforcement	Police Patrol	Core Service	83%	83%	86%
Senior Center programs	Senior Center	Unique Identity	93%	94%	87%
Trash and Recycling services	Solid Waste and Recycling	Core Service	95%	94% (trash) 91% (recy.)	96%
Street maintenance/repairs	Street Maintenance	Neighborhoods	78%	74%	76.0%
Sidewalk maintenance/repairs	Street Maintenance	Neighborhoods	84%	82%	76.0%



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-3

Agenda Date 05/13/2014

Type Pre Council

Department City Manager

Title

Discussion of dates for future worksessions of the City Council

Explanation

The purpose of the item is to discuss a date for a joint worksession of the City Council and the Colleyville Center Advisory Committee, as well as a worksession with the City Council to discuss SH26. As the Colleyville Center Site Master Plan is a component of the Comprehensive Plan, it is important to begin discussing the intended direction. Jim Carillo, the project manager for the Comprehensive Plan, will lead the discussion at the joint worksession between the City Council and Colleyville Center Advisory Committee. Mr. Carillo will also help lead the worksession to discuss SH26. Based on his schedule, date options are as follows:

- Wednesday, June 4th
- Tuesday, June 24th
- Monday, June 30th

Attachments



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-4

Agenda Date 05/13/2014

Type Pre Council

Department City Secretary

Title

Discussion of the May 13, 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 05/13/2014

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 - Keith Pardew 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

Attachments

RESOLUTION R-14-3747

**A RESOLUTION APPROVING CITY COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF MAY 13, 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 13TH DAY OF MAY 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 05/13/2014

Type Announcements, Proclamations and Presentations

Department City Manager

Title

In recognition of Colleyville's featured business – Lee Lighting, 5501 Colleyville Boulevard – Tim Kenny, Regional Manager - Mayor David Kelly and Economic Development Director Marty Wieder

Proclamation in recognition of National Public Works Week - Mayor David Kelly and Public Works Director Bob Lowry

Proclamation in recognition of National Police Week - Mayor David Kelly and Police Chief Mike Holder

In recognition of the Texas Comptroller Silver Leadership Circle Award for the City of Colleyville's continued progress toward achieving financial transparency - Mayor David Kelly and Finance Manager Karen Hines

Attachments

1. Proclamation in recognition of National Public Works Week
2. Proclamation in recognition of National Police Week

Proclamation

CITY OF

Colleyville,
Texas

WHEREAS: The American Public Works Association announced the theme of the 2014 National Public Works Week recognition campaign is "Building For Today, Planning For Tomorrow"; and

WHEREAS, for over 50 years, the third week in May has been designated as National Public Works Week; and

WHEREAS, public works infrastructure, facilities, and services are of vital important to the health, safety, and well-being of the citizens of Colleyville; and

WHEREAS, such facilities and services could not be provided without the dedicated efforts of public works engineers, technicians, and support personnel at all levels of government who design, build, operate, and maintain the transportation, water supply, sewage, and refuse disposal systems, public buildings, and other structures and facilities essential to serve citizens; and

WHEREAS, due to the work performed by public works, the quality of life for the residents and business of Colleyville continues to rise, providing for clean water, safe streets and neighborhoods, and good roads necessary for healthy communities; and

WHEREAS, it is of public interest for all citizens of this community to gain knowledge of, and to display a progressive interest in, the public works needs and programs of our City.

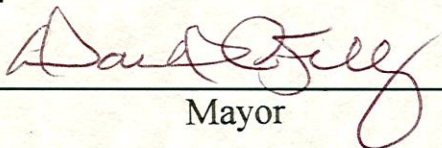
NOW, THEREFORE, I DAVID KELLY, MAYOR OF THE CITY OF COLLEYVILLE, TEXAS, do hereby proclaim the week of May 18 – 24, 2014 as:

NATIONAL PUBLIC WORKS WEEK

in the City of Colleyville, and call upon all citizens to recognize the contributions our public works employees make every day to our health, safety, comfort, and quality of life.

IN WITNESS WHEREOF, I do hereby set my hand and seal of the City of Colleyville, affixed this 13th day of May 2014.





Mayor



Proclamation

CITY OF

Colleyville,
Texas

WHEREAS: the Congress of the United States of America has designated May 11-17, as National Police Week 2014, to recognize and honor the service and sacrifice of law enforcement officers that protect our communities and safeguard our democracy; and

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Colleyville Police Department; and

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries; and

WHEREAS, the men and women of the Colleyville Police Department unceasingly provide a vital public service; and

WHEREAS, in service to the City of Colleyville, Reserve Officer Dennis Harrell died in the line of duty on September 12, 1980; and

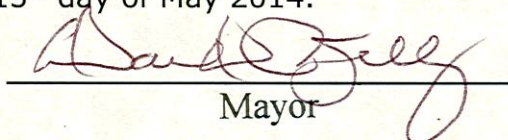
WHEREAS, in recognition of National Police Officer Memorial Day, May 15, 2014, the City of Colleyville will remember our own Reserve Officer Dennis Harrell, and honor all Police Officers, and who sacrificed their lives in the line of duty, by flying all flags at half staff at all City facilities on that day.

NOW, THEREFORE, I, DAVID KELLY, MAYOR OF THE CITY OF COLLEYVILLE, TEXAS, on behalf of the Colleyville City Council, do hereby proclaim the week of May 11 - 17, 2014 as:

NATIONAL POLICE WEEK

in the City of Colleyville and call upon our citizens to especially honor and show our sincere appreciation for the police officers of this City, by deed, remark and attitude.

IN WITNESS WHEREOF, I do hereby set my hand and seal of the City of Colleyville, Texas, affixed this 13th day of May 2014.


Mayor



RESOLUTION R-14-3748

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF MAY 13, 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 May 6, 2014
 - b. Approval of the Agreement for Professional Services and Employment of the City Manager
 - c. Approval to purchase one Ford Fusion administrative vehicle, from Philpott Ford, in an amount not to exceed \$18,523.75, through the Texas Local Government Purchasing Cooperative (Buy Board)
 - d. Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to represent the City of Colleyville at the Trinity River Authority's Tarrant County Water Supply Project Customer City meetings
 - e. Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to the Advisory Committee of the Trinity River Authority's Central Regional Wastewater System
 - f. Approval of the Park Land Dedication Committee Bylaws
 - g. Approval of a monetary donation from Betty Sanders, in honor of Mark and Jodi Sanders, to the Colleyville Public Library
 - h. Approval of the disposal of obsolete computer equipment and printers, and authorize the city manager to execute the agreement

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS
ON THIS THE 13TH DAY OF MAY 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, May 6, 2014

City Council Chambers

Mayor David Kelly called the Pre Council meeting of the Colleyville City Council to order on May 6, 2014, at 5:32 p.m.

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

Councilmember Chuck Mogged was absent.

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Police Chief Mike Holder, Captain Robert Hinton, Fire Chief Brian Riley, Economic Development Director Marty Wieder, Recreation and Library Director Mary Rodne, Parks Maintenance Supervisory Chris Haworth, Recreation and City Events Manager Lisa Escobedo, Human Resources Director Michelle Reyes, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Finance Manager Karen Hines, Community Development Director Ron Ruthven, Communications and Marketing Director Mona Gandy, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Matthew Boyle, and City Secretary Amy Shelley.

PC-1 Discussion of electronic cigarette regulations

Community Development Director Ron Ruthven presented this item and briefed the City Council.

Councilmember Short stated he noticed cities were enacting ordinances with these, and stated having concerns for the flavorings containing nicotine.

Mayor Kelly questioned staff regarding if there is a prohibition on nicotine or tobacco products. Chief Holder replied tobacco products.

Mayor Kelly stated when the synthetic marijuana was being discussed, the City waited until federal and state legislation came forward. Chief Holder stated there are avenues that can be pursued to regulate the selling of the products.

Councilmember Hart questioned staff regarding how restaurants regulate the use of these devices in a no smoking environment. Director Ruthven stated these devices would not be covered in the City's smoking regulations.

Councilmember Hart questioned staff regarding if the restaurants have policies in place. Director Ruthven stated not being aware of any specific proprietary

policies, and it is difficult to detect when someone is using these devices.

Mayor Pro Tem Taylor stated there is a study that states there are second hand carcinogens. He added being concerned about the minors and their use of such. He stated he would like something that the Police Department can use for enforcement purposes.

Mayor Kelly stated Grapevine updated their ordinances regarding the use of these devices at city parks.

Mayor Pro Tem Taylor stated he would like for everyone to be consistent, especially with those interlocal agreements among the cities.

Director Ruthven questioned if City Council would like staff to bring back some specific regulations. Mayor Pro Tem Taylor stated he likes Grapevine's ordinance. Mayor Kelly stated he did not want to adopt something that the federal and state legislation will overrule.

Mayor Kelly stated being comfortable with updating the current policies regarding parks. City Manager Jennifer Fadden stated there are ordinances in place as it relates to smoking in public buildings. She added being more comfortable with specifically adding regulations for the use of those devices in public buildings.

Councilmember Short stated not knowing what the effects of these devices are.

Councilmember Hart stated having heard of fungus's being formed in them because of the moisture contained in them.

Mayor Kelly stated being comfortable with waiting until more information comes out.

Councilmember Short stated the Land Development Code regulates the use of vapor shops.

Councilmember Wollin questioned staff regarding if the school districts have any concerns. Chief Holder stated nothing has not been brought to the Police Department's attention from the school district. He stated the major concern is prohibiting these devices from minors.

Councilmember Wollin questioned staff regarding if they need support from us with this issue. Chief Holder stated he could visit with the school district.

Mayor Kelly stated this is a non-tobacco product.

Mayor Pro Tem Taylor questioned the police chief regarding his recommendations. Chief Holder replied access for minors to purchase is his biggest concern.

Mayor Pro Tem Taylor questioned staff regarding if a minor could purchase these devices. Chief Holder replied yes.

Mayor Pro Tem Taylor stated he thought there were restrictions regarding these devices and minors. Mayor Kelly replied there are no restrictions.

Mayor Pro Tem Taylor stated the nicotine is the addicting substance, and these devices are the delivery system for the nicotine, yet they are not regulated? Chief Holder replied correct.

Mayor Pro Tem Taylor questioned staff regarding if these devices put off an odor. Chief Holder replied most have a citrus smell.

Councilmember Short questioned staff regarding the timeframe for getting regulations in place. Chief Holder stated at least a year away from state legislation.

Councilmember Hart questioned City Council regarding if regulations should be put in place regarding using these on City property. Mayor Kelly stated being good with waiting for federal or state regulations first.

PC-2 Discussion of the L.D. Lockett Park/Cotton Belt Trailhead Enhancement Project

Assistant City Manager/Chief Financial Officer Terry Leake presented this item and briefed the City Council. Aaron Babcock, Hidell and Associates Architects, Inc., was also present to brief the City Council.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding the location of the asbestos. Mr. Babcock replied along the drywall surfaces.

Councilmember Hart questioned Mr. Babcock regarding restroom facilities. Mr. Babcock replied since the property is in the floodplain, restroom facilities would be too cost prohibitive.

Councilmember Hart questioned Mr. Babcock regarding if the restrooms currently in the house are functioning. Mr. Babcock replied yes.

Councilmember Hart questioned Mr. Babcock regarding if the slab for the restrooms could remain, and then the pavilion could be built around it. Mr.

Babcock replied the moment the structure is torn down, it must meet the requirements of the code.

Councilmember Short questioned Mr. Babcock regarding the costs for a restroom facility. Mr. Babcock stated it is currently located in the floodplain area; therefore, it will need to be brought out of this area, prior to any improvements. He added the ramp system to meet ADA compliance would also need to be constructed.

Mayor Kelly stated there are parks which do not have restroom facilities.

Councilmember Short questioned Mr. Babcock regarding if the restroom facilities would have to be out of the floodplain area. Mr. Babcock replied yes.

Councilmember Short stated the restrooms are currently in the floodplain area. Mr. Babcock stated the house was built prior to 1974; therefore, it is grandfathered in. He added if the structure were to have significant improvements, it would have to be brought into compliance with ADA.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding how many times the toilet has flooded in that house. Mr. Babcock replied not knowing.

City Manager Jennifer Fadden stated the house has flooded, that is why the City purchased the property.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding if the property slopes toward the northwest corner. Mr. Babcock replied yes.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding if any consideration was given to using the highest area for the restroom, but leave the pavilion in the floodplain. Mr. Babcock stated the entire house is in the floodplain area.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding how the property could be elevated to be above the 100 year flood area. Mr. Babcock replied it will take three feet from the homes current location, and then meeting ADA compliance is not possible.

Mayor Kelly stated there could be phases within the study to have restroom facilities added with future construction.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding the cost savings by doing a prefabricated structure. Mr. Babcock replied \$20,000; with a total of \$50,000 for construction.

Mayor Kelly stated the study could evaluate having permanent restrooms located at Reagan Park.

Councilmember Hart stated he does not want to make a big investment, but at the same time, he wants the park to be user friendly.

Mayor Kelly stated the restroom costs could be evaluated for both locations.

Councilmember Short questioned Mr. Babcock regarding if a portable restroom is acceptable in the floodplain. Mr. Babcock replied yes, since it is not a permanent structure.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding a restroom facility along the trail. Mr. Babcock replied the trail pulls out of the floodplain quickly. City Manager Jennifer Fadden stated the City does not own any property along the trail.

Councilmember Hall stated this is going to be an attraction to people. He stated he would like for all to be done at one time, if possible.

Councilmember Wollin questioned staff regarding if there are any restroom facilities along the trail. Assistant City Manager/Chief Financial Officer replied nothing in Hurst, something may be in North Richland Hills where the trail dead-ends, and at the Pleasant Run Road soccer fields.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding if this is to become a passive park, for general activities. Mr. Babcock replied it is a neighborhood park, with the intent to keep it open. He stated it is not going to be a recreation field.

Mayor Kelly questioned Mr. Babcock regarding what will be triggered, if the asbestos is mitigated. Mr. Babcock stated the structure needs to be out of the floodplain; therefore, all of the FEMA regulations will apply. He stated as soon as renovations are done, the grandfathered status is lost. He added the renovation of the restrooms for ADA compliance would trigger the compliance.

Mayor Pro Tem Taylor stated the residents will go home to go to the restroom.

Councilmember Hart questioned staff regarding if there is a pathway to Reagan Park. City Manager Jennifer Fadden replied no.

Councilmember Short questioned Mr. Babcock regarding if the existing pipes may be saved for a future restroom facility. Mr. Babcock replied yes.

Mayor Kelly questioned staff regarding if this recommendation needs to be moved to CEDC for their approval. City Manager Jennifer Fadden replied the funds already exist in the budget. Assistant City Manager/Chief Financial Officer Terry Leake replied \$206,000 is in the budget.

Mayor Kelly stated an additional \$50,000 is needed for playground equipment. Assistant City Manager/Chief Financial Officer Terry Leake replied yes, or the Parks Board could be advised to use Park Land Dedication funds for the park, or as part of the CEDC budget.

Mayor Kelly stated it would be better to do this all at once.

Councilmember Hart stated he likes the adult fitness component. Mr. Babcock stated there is not any other equipment like this along the trail.

Councilmember Hart stated he appreciated the input from the neighbors. Councilmember Wollin stated those neighbors did not realize they were going to have an opportunity for providing their input, so they were surprised. She added the adult fitness component was a popular suggestion.

City Manager Jennifer Fadden questioned City Council regarding if they would like Mr. Babcock to look further into the restroom facility, or if they are good with moving forward with the specifications.

Mayor Pro Tem Taylor stated if we leave a place holder for this as a future budget item, then restrooms will need to be factored in; however, if that does not change anything, then looks like everything is good to go. Mr. Babcock stated it will not change much, since the restroom facility would be put in on the back side of the pavilion. He added the resources will need to be allocated.

PC-3 Discussion of the May 6, 2014, City Council regular agenda items

There was no discussion on this agenda item.

Mayor Kelly adjourned the Pre Council meeting at 6:31 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Kelly at 7:32 p.m.

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

Councilmember Chuck Mogged was absent.

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Police Chief Mike Holder, Captain Robert Hinton, Fire Chief Brian Riley, Economic Development Director Marty Wieder, Human Resources Director Michelle Reyes, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Finance Manager Karen Hines, Community Development Director Ron Ruthven, Communications and Marketing Director Mona Gandy, Strategic Services Manager Adrienne Lothery, 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 - Keith Pardew v. City of Colleyville

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

Section 551.074 - Personnel - Deliberate the appointment, employment, evaluation, and duties of the city manager

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, Section 551.074, Personnel, 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 6:31 p.m. and reconvened at 6:32 p.m.

INVOCATION: Pastor Ricky Texada, Colleyville Covenant 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-14-3743

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 reminded everyone about the General Election to be held on Saturday, May 10, 2014 at Bransford Elementary School. He encouraged everyone to attend and vote in the City and school board election.

Mayor Kelly reminded everyone that the next City Council meeting is going to be held next Tuesday, May 13, 2014.

Mayor Kelly reminded everyone about the Colleyville Fire Department Open House, scheduled for Saturday, May 17, 2014, from 10:00 a.m. to 1:00 p.m.

Presentation of the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award - Assistant City Manager and Chief Financial Officer Terry Leake, Finance Manager Karen Hines, Strategic Services Manager Adrienne Lothery, and Human Resources Director Michelle Reyes - Mayor David Kelly

Mayor Kelly presented the Government Finance Officers Association Distinguished Budget Presentation Award to Assistant City Manager and Chief Financial Officer Terry Leake, Finance Manager Karen Hines, Strategic Services Manager Adrienne Lothery, and Human Resources Director Michelle Reyes and thanked them for their service to the City.

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3744

- 4a** Approval of the minutes of the regular City Council meeting of April 15, 2014
- 4b** Approval of the minutes of the City Council Worksession of April 16, 2014
- 4c** Approval of a Facility Naming Policy
- 4d** Approval of a change order to the engineering services agreement with CTC, Inc., for the design of railroad quiet zones at Bransford Road, Pleasant Run Road, and John McCain Road, and authorize the city manager to execute the agreement

- 4e** Approval of a construction contract with Saber Development, for Colleyville Boulevard (SH26) Water and Sanitary Sewer Relocations – Phase 3, in an amount not to exceed \$3,269,859.75, and authorize the city manager to execute the contract
- 4f** Approval of an agreement between CTC, Inc. and the City of Colleyville to provide maintenance services on the active warning and advance pre-emption equipment installed at the Fort Worth and Western Railroad crossings at Bransford Road, Pleasant Run Road, and John McCain Road, and authorize the city manager to execute the agreement
- 4g** Approval of the use of Park Land Dedication Fund monies for Pleasant Run Soccer Complex improvements

Mayor Kelly read Resolution R-14-3744 in its entirety.

Councilmember Wollin stated she would like an explanation on items 4e and 4g.

City Engineer Jeremy Hutt presented agenda item 4e, and briefed City Council.

Assistant City Manager/Chief Financial Officer Terry Leake presented agenda item 4g, and briefed City Council.

Mayor Pro Tem Taylor questioned staff regarding the projects' objectives. Engineer Hutt replied the utilities will be bore cut, rather than done by open cutting, which minimizes the impact to the adjacent properties.

Mayor Pro Tem Taylor questioned staff regarding if that is a substantial difference. Engineer Hutt replied no.

Mayor Pro Tem Taylor questioned staff regarding if the businesses will be disrupted. Engineer Hutt replied there will be disturbance; however, the utilities will be done far in advance of the road construction. He stated the road construction is scheduled to be let by December, and the utilities will be done by that time.

Mayor Pro Tem Taylor stated this is the most efficient way to do this project, given on-going operations.

Mayor Kelly opened the public hearing at 7:48 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 7:48 p.m.

Councilmember Wollin moved to approve Resolution R-14-3744. Councilmember Hart seconded the motion.

The motion to approve carried by the following vote:

Aye: 6 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Stan Hall, Jody Short, and Tom Hart

Absent: 1 - Councilmember Chuck Mogged

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

5a Ordinance O-14-1915

Consideration of a request for a Special Use Permit for a wedding chapel on Lot 1R1, Block 1, of the Monterra Place Addition, located at 1700 Tennison Parkway, Case ZC14-002

Mayor Kelly read the caption of Ordinance O-14-1915.

Community Development Director Ron Ruthven presented this item and briefed the City Council.

Mayor Kelly opened the public hearing at 7:52 p.m.

Robin Scheuerman, the applicant and property owner, presented this item and briefed City Council.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:00 p.m.

Mayor Kelly questioned staff regarding if an off-duty police officer is present during the event while alcoholic beverages are being served. Police Chief Holder replied an officer is present at Colleyville Center, but not aware of anything Citywide.

Mayor Kelly stated he would like language added to the ordinance which states a police officer will be present anytime alcoholic beverages are being served. City Attorney Matthew Boyle replied language could be added. Ms. Scheuerman stated she was going to discourage the use of alcohol.

Mayor Kelly questioned staff regarding the distance of this use to the residents. Director Ruthven replied the closest home is 180 feet from the corner of the subject property.

Mayor Kelly questioned staff regarding the open space. Director Ruthven replied there is a creek bottom, and a private park to the west.

Mayor Kelly questioned Ms. Scheuerman regarding the 7:00 a.m. time. Ms. Scheuerman replied the cleaning staff may need to come in early, or perhaps if the building is to be used as a polling station; they would need the 7:00 a.m. start time. She stated she is not limiting this to just weddings.

Mayor Kelly questioned staff regarding if the ordinance is referring to the hours of operation, or to the allowable hours for weddings. Director Ruthven replied the actual time of the event on the site.

Mayor Kelly questioned staff regarding if the polling station would be considered an event. Director Ruthven replied a polling station is not an event.

Mayor Pro Tem Taylor questioned staff regarding what is a polling station considered. Director Ruthven replied there is no permit required by the City to operate as a polling station; therefore, any building can be used as a polling station.

Mayor Pro Tem Taylor questioned staff regarding if there are night time operation limitations for any of the businesses within this office complex. Director Ruthven replied no, there are no time restrictions.

Mayor Kelly stated the ordinance states hours of operation for indoor or party events; however, if there are no parties at 7:00 a.m., is there a better time to outline in the ordinance. Ms. Scheuerman stated being in favor of coming back if needed to adjust the hours of operation.

Director Ruthven stated this ordinance only refers to the wedding chapel use; the underlying uses, allowed by the base zoning, is not affected by this special use permit.

Mayor Pro Tem Taylor stated this ordinance should not affect the overall business. Ms. Scheuerman stated the overall definition is for the wedding chapel, but there are many overall events or uses, such as various group or business meetings.

Mayor Pro Tem Taylor stated this is a defined commercial center, and had she not requested to hold a wedding, she would have been allowed to operate. Director

Ruthven stated in order to hold corporate events, such as HOA meetings, training, etc., there is not a use defined in the Land Development Code; however, there is a use for a wedding chapel, so the SUP grants the wedding chapel use, and the other uses are ancillary to the wedding chapel use.

Mayor Pro Tem Taylor stated being a little perplexed at why this is an issue, since it is a commercial area. He added he could see where a wedding event may get out of hand, especially if more people show up than what was invited. Director Ruthven stated once the tenant of the building advertises for a particular use, then that becomes the primary use of the building.

Mayor Pro Tem Taylor stated this building appears to be a multi-use facility rather than just a wedding chapel.

Mayor Kelly stated the same thing happened to the one on John McCain Road, but that once they started advertising as a wedding chapel, then the special use permit was required, which is the most restrictive use. Director Ruthven added the intensity of the use increases the other code requirements, such as required parking.

Mayor Kelly stated the other uses, such as business meetings, then become ancillary, and less intense uses, of the wedding chapel.

Councilmember Hall questioned staff regarding the supermajority vote required. Director Ruthven stated since the HOA is opposed to the use, the HOA property itself triggers the supermajority vote.

Mayor Kelly questioned staff regarding if a miniature golf course, an auto parts store, a grocery store, or a pet store would be allowed, by right, within the current zoning district. Director Ruthven concurred.

Mayor Pro Tem Taylor questioned staff regarding if a facility selling alcoholic beverages would be allowed, with the approval of a special use permit. Director Ruthven concurred.

Councilmember Hart questioned Ms. Scheuerman regarding the HOA. Ms. Scheuerman replied she spoke with them about a month ago, and thought she had met their concerns; however, they made new demands on her. She stated she altered the request to try and meet those demands.

Councilmember Hart encouraged her to meet with the HOA. Ms. Scheuerman stated not being sure that she can do anything more to satisfy them.

Mayor Pro Tem Taylor questioned Ms. Scheuerman regarding what the HOA is requiring. Ms. Scheuerman replied they want her to reduce the noise to less than 65 decibels; avoid exiting on Tennison Parkway by using the alternate entry/exit on Colleyville Boulevard; and ensure the traffic will not increase. She stated she is concerned that the noise will exceed 65 decibels, at times, especially with over jubilant wedding parties, and if the entry/exit on Colleyville Boulevard will remain, given the reconstruction of Colleyville Boulevard.

Mayor Pro Tem Taylor questioned staff regarding if Tennison Parkway is a public street. Director Ruthven replied yes. Mayor Kelly added that the neighborhood only has the one way in from Tennison Parkway; therefore, the wedding traffic will not be going into the neighborhood.

Mayor Kelly stated this is a true commercial area, and there is a buffer between this business and the residents.

Mayor Pro Tem Taylor questioned Ms. Scheuerman regarding if she owns the building. Ms. Scheuerman replied yes, and that there are two unoccupied lease spaces available. She added her operating space is located on the west side of the building.

Councilmember Wollin questioned Ms. Scheuerman regarding what will take place for outdoor weddings and if there will be any lighting. Ms. Scheuerman stated she will have small twinkle lights so that the guests can see where they are walking.

Councilmember Wollin questioned Ms. Scheuerman regarding if there will be any live bands outside. Ms. Scheuerman replied no.

Mayor Kelly stated to the west of the building is a treed area creating a natural buffer.

This is the first reading of this item; therefore, City Council did not take any action on this item during this meeting.

5b Ordinance O-14-1916

Consideration of a request for a Special Use Permit for on-premise alcohol sales on Lot 3, Block 1, of the Tara Addition, located at 1009 Cheek-Sparger Road, Suite 122A, Case ZC14-003

Mayor Kelly read the caption of Ordinance O-14-1916.

Community Development Director Ron Ruthven presented this item and briefed the City Council.

Mayor Kelly opened the public hearing at 8:26 p.m.

Beatriz Dickson, the applicant, presented this item and briefed City Council.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:27 p.m.

Mayor Kelly questioned staff regarding the spelling of the restaurant. Director Ruthven replied the correct spelling is "Anna", and he would correct the spelling in the briefing and ordinance before the second reading.

This is the first reading of this item; therefore, City Council did not take any action on this item during this meeting.

5c Ordinance O-14-1917

Consideration of a request for an amendment to the Special Use Permit for a Package Store development requirements for Lot 1, Block 1, Atlantic Oil and Gas Addition, located at 7990 Precinct Line Road, Case ZC14-005

Mayor Kelly read the caption of Ordinance O-14-1917.

Community Development Director Ron Ruthven presented this item and briefed the City Council.

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

Ken Baca, representing the property owner, presented this item and briefed City Council.

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

Mayor Kelly questioned staff regarding if the ownership is the same as the corporation who owns the liquor store. Director Ruthven replied yes.

This is the first reading of this item; therefore, City Council did not take any action on this item during this meeting.

6. RESOLUTION(S): READING AND PUBLIC HEARING

6a Resolution R-14-3745

Denial of the rate increase requested by Atmos Energy Corp., Mid-Tex Division under the Company's 2014 Annual Rate Review Mechanism filing as

the requested increase exceeds levels deemed justifiable by the Atmos Cities Steering Committee

Mayor Kelly read Resolution R-14-3745 in its entirety.

Strategic Services Manager Adrienne Lothery presented this item and briefed the City Council.

Mayor Kelly opened the public hearing at 8:37 p.m.

Mary Jean Maloney, Atmos Energy, stated they support the denial, and the process to do so.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:38 p.m.

Mayor Kelly questioned Ms. Maloney regarding why the denial, especially since legislation dictates the GRIP formula. Ms. Maloney replied it is capital, whereas the RRM contains more components, such as maintenance and capital, which is shared with the coalition.

Mayor Kelly questioned staff regarding the capital improvement cost. Manager Lothery replied roughly it is estimated to be \$45.7 million, with \$15 million allocated for maintenance and operation costs.

Councilmember Hart moved to approve Resolution R-14-3745. Mayor Pro Tem Taylor seconded the motion.

The motion to approve carried by the following vote:

Aye: 6 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Stan Hall, Jody Short, and Tom Hart

Absent: 1 – Councilmember Chuck Mogged

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

Alexandria Willard, 3721 Woodmont Court, spoke regarding the installation of a handicap accessible swing at Colleyville parks, especially Sparger Park since her friend Bailey has to go to a handicap accessible park in Grapevine to swing. She added this would benefit a lot of children in the area.

8. REPORTS

Colleyville Public Library Meeting Minutes-February 10, 2014
Planning and Zoning Commission Meeting Minutes-March 24, 2014

There was no discussion of this item.

9. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR MAY 6, 2014 - Reading and Public Hearing - Resolution R-14-3746

This resolution was not needed.

10. ADJOURNMENT

There being no further business before the City Council, Councilmember Hart moved to adjourn, and Councilmember Short seconded the motion.

The motion carried by the following vote:

Aye: 6 - Mayor Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Stan Hall, Jody Short, and Tom Hart

Absent: 1 – Councilmember Chuck Mogged

Mayor Kelly adjourned the City Council meeting at 8:45 p.m.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS ON THIS THE 13TH DAY OF MAY 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 05/13/2014

Number Resolution R-14-3748

Type Resolution

Department City Manager

Title

Approval of the Agreement for Professional Services and Employment of the City Manager

Explanation

Reading and Public Hearing

This item provides for the Agreement for Professional Services and Employment of the City Manager.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4c

Agenda Date 05/13/2014

Number Resolution R-14-3748

Type Resolution

Department Police

Title

Approval to purchase one Ford Fusion administrative vehicle, from Philpott Ford, in an amount not to exceed \$ 18,523.75, through the Texas Local Government Purchasing Cooperative (Buy Board)

Explanation

Reading and Public Hearing

The Fiscal Year 2014 Colleyville Crime Control and Prevention District budget included line items totaling \$220,600 to fund the purchase of four 2013 Chevrolet Tahoe marked police vehicles and one unmarked 2013 Ford Fusion. The five vehicles were purchased in October 2013 in accordance with the Police Department's established fleet plan. Staff proactively asked for bids on all of the equipment required to build out the marked vehicles. Staff was also able to negotiate rebates on some the purchased equipment. This additional effort allowed the department to realize a one time savings of \$20,244 on the purchase of vehicles.

In October, 2013, the department reassigned an administrative vehicle to the Citizens on Patrol Program to replace a vehicle that had been involved in a motor vehicle accident. This reassignment was outside of the established fleet plan and has left the department one unmarked vehicle short.

Staff recommends utilizing the identified vehicle purchase savings to make a mid-year purchase of a 2014 Ford Fusion from Philpott Ford, an approved state vendor. The purchase will be made through the Cooperative Purchasing Program with the State of Texas and will meet the specifications for the 2014 Ford Criminal Investigations vehicle. The total cost to purchase the vehicle will be \$18,523.75, per the attached quote.

Financial Impact

There is no additional budgetary impact for this purchase. The scheduled FY 2014 Police vehicle replacement purchases came in \$20,244 under budget. This savings is sufficient to fund the purchase of one additional replacement vehicle.

Recommendation

Approve

Attachments

1. Ford Fushion Price Quote

PRODUCT PRICING SUMMARY BASED ON CONTRACT**BUYBOARD #358-10****Vehicles and Heavy Duty Trucks****End User:** CITY OF COLLEYVILLE P.D.**Philpott Rep:** KEN DURBIN / MO # 409 284 1009**Contact:** CHUCK TINSMAN O-817-503-1223**Phone/email:** KEN.DURBIN@PHILPOTTMOTOR**Phone/email:** TINSMANC@CI.COLLEYVILLE.TX.US**Date:** Thursday, September 05, 2013**Product Description:** 2014 FORD FUSION 4DR.**A. Bid Series:** 80**A. Base Price:** \$ 15,272.00**B. Published Options [Itemize each below]**

Code	Options	Bid Price	Code	Options	Bid Price
997	2.5 4CYL GAS 2013 MODEL	\$ 1,640.00			
44W	6-SPEED AUTO TRANSMISSION	\$ -		COLOR ?	
903	POWER GROUP / WINDOWS & LOCK	\$ -			
				TRADE-IN-WELCOME	
Total of B. Published Options:					\$ 1,640.00

C. Unpublished Options [Itemize each below, not to exceed 25%]**\$= 0.5 %**

Options	Bid Price	Options	Bid Price
RADIO SUPPRESSION PKG.	\$ 90.00		
Total of C. Unpublished Options:			\$ 90.00

D. Pre-delivery Inspection:\$ 80.00**E. Texas State Inspection:**\$ 21.75**F. Manufacturer Destination/Delivery:**\$ 795.00**G. Floor Plan Interest (for in-stock and/or equipped vehicles):****H. Lot Insurance (for in-stock and/or equipped vehicles):****I. Contract Price Adjustment:****J. Additional Delivery Charge:** 150 miles\$ 225.00**K. Subtotal:**\$ 18,123.75**L. Quantity Ordered** 1 x K =\$ 18,123.75**M. Trade in:****N. BUYBOARD Administrative Fee (\$400 per purchase order)**\$ 400.00**O. TOTAL PURCHASE PRICE INCLUDING BUYBOARD FEE****\$ 18,523.75**



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4d

Agenda Date 05/13/2014

Number Resolution R-14-3748

Type Resolution

Department City Manager

Title

Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to represent the City of Colleyville at the Trinity River Authority's Tarrant County Water Supply Project Customer City meetings

Explanation

Reading and Public Hearing

The City of Colleyville is a member of the Trinity River Authority's (TRA) Tarrant County Water Supply Project, which provides all of the City's treated water. Each city that contracts with the Tarrant County Water Project is invited to attend Customer City meetings where the annual budget, bond refunding opportunities, and capital improvement projects are reviewed. At these meetings, the customer cities (Bedford, Colleyville, Euless, Grapevine, and North Richland Hills) are often asked to vote on the matters presented.

The Tarrant County Water Supply Project does not have bylaws. TRA's Central Regional Wastewater System Advisory Committee Bylaws contain a provision requiring that the member "City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Regional Wastewater System" and that representative may serve until further notice by the Contracting Party. Additionally, it is stated that "the term of membership on the Advisory Committee shall be for twelve (12) months". There is also a provision in the bylaws specifying that an Alternate Representative be appointed to serve as the voting member of the contracting party, in the event its appointed representative is unable to attend an Advisory Committee meeting. If neither appointed representative is present at the Advisory Committee meeting, the City will not be able to vote on any of the meeting's business matters. Per the attached letter from Fiona Allen, TRA Northern Region Manager, to provide voting member consistencies between operating projects, TRA is requesting that a Contracting Party Representative and Voting Member and an Alternate Contracting Party Representative be appointed by contracting cities of Tarrant County Water Supply Project on an annual basis. It is recommended that Terry Leake, Assistant City Manager / Chief Financial Officer, be appointed as the City of Colleyville's Contracting Party Representative and Voting Member and Bob Lowry, Public Works Director, be appointed as the Alternate Contracting Party Representative to the Tarrant County Water Supply Project for a 12 month period.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Letter dated April 30, 2014 from Fiona Allen - Trinity River Authority
2. Tarrant County Water Supply Project voting member form

Trinity River Authority of Texas

Northern Region Office



DATE: April 30, 2014

FILE: 7002.102

TO: MEMBERS, Customer Cities
Tarrant County Water Supply Project

RE: Authorized Contracting Party Representative and
Authorized Alternate Representative

To create consistencies between the TRA's operating projects, we request that each Tarrant County Water Supply Project contracting party designate a representative and an alternate representative to attend and take any necessary action at customer city meetings.

Please complete the attached authorized representative and alternate representative form and have it executed by your authorized official.

Please return this form no later than May 30, 2014. You may send an electronic copy to Cheryl Abbott at abbottc@trinityra.org.

If you have any questions, please contact me at 817-493-5100 or allenf@trinityra.org.

A handwritten signature in cursive script that reads "Fiona M. Allen".

FIONA M. ALLEN, P.E.
Regional Manager
Northern Region

/cea

Enclosure



TARRANT COUNTY WATER SUPPLY PROJECT
Designated Representative and Alternate Representative

CONTRACTING PARTY: City of Colleyville

Please appoint below an authorized representative and alternate representative to represent your city in the Tarrant County Water Supply Project Customer City meetings. This appointment will be effective for a one year period.

CONTRACTING PARTY REPRESENTATIVE

Terry Leake
Name

Assistant City Manager/CFO
Title

100 Main Street, Colleyville, TX 76034
Address

tleake@colleyville.com
Email

817.503.1115
Phone

Cell Phone

ALTERNATE REPRESENTATIVE

Robert Lowry
Name

Public Works Director
Title

100 Main Street, Colleyville, TX 76034
Address

blowry@colleyville.com
Email

817.503.1096
Phone

Cell Phone

MAYOR/CITY MANAGER

DATE

FORM MUST BE RECEIVED BY MAY 30, 2014. Please complete form and return to:

Cheryl Abbott
Trinity River Authority of Texas
Northern Region
P. O. Box 240
Arlington, TX 76004-0240

FORM MAY ALSO BE SENT ELECTRONICALLY TO abbottc@trinityra.org.
If you have questions, please contact Cheryl Abbott at 817-493-5100



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4e

Agenda Date 05/13/2014

Number Resolution R-14-3748

Type Resolution

Department City Manager

Title

Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to the Advisory Committee of the Trinity River Authority's Central Regional Wastewater System

Explanation

Reading and Public Hearing

The City of Colleyville is a member of the Trinity River Authority's (TRA) Central Regional Wastewater System, which treats all of the City's wastewater. Each city that contracts with the Central Regional Wastewater System is a member of the Advisory Committee, which reviews the annual budget, bond refunding opportunities, and capital improvement projects. Per the attached letter dated April 30, 2014 from TRA, Central Regional Wastewater System Advisory Committee Bylaws and the contract between TRA and its member cities requires that the member "City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Regional Wastewater System" and that representative may serve until further notice by the Contracting Party. Additionally, it is stated that "the term of membership on the Advisory Committee shall be for twelve (12) months". There is also a provision in the bylaws specifying that an Alternate Representative be appointed to serve as the voting member of the contracting party, in the event its appointed representative is unable to attend an Advisory Committee meeting. If neither appointed representative is present at the Advisory Committee meeting, the City will not be able to vote on any of the meeting's business matters.

On August 16, 2011, City Council appointed Terry Leake, Assistant City Manager / Chief Financial Officer, as the City of Colleyville's Contracting Party Representative and Voting Member and Bob Lowry, Public Works Director, as the Alternate Contracting Party Representative. They were subsequently reappointed by City Council on June 19, 2012 and May 14, 2013. It is proposed that Terry Leake and Bob Lowry be reappointed to their current respective positions for the City for another 12 month period.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Letter dated April 30, 2014 from Fiona Allen - Trinity River Authority
2. Central Regional Wastewater System voting member form

Trinity River Authority of Texas

Northern Region Office



DATE: April 30, 2014

FILE: 3110.102

TO: MEMBERS, Advisory Committee
Central Regional Wastewater System

RE: Authorized Contracting Party Representative and
Authorized Alternate Representative

The Contract between the Trinity River Authority and each Contracting Party states that "the City's governing body shall annually appoint one of the members of its governing body or one of its officers as a voting member of the Advisory Committee for the Authority's Central Wastewater Treatment System." The contract further states "the term of membership on the Advisory Committee shall be for twelve (12) months" and also "A member may serve more than one (1) term if so appointed by the governing body represented.

The Central Regional Wastewater System Bylaws specify that an alternate representative be appointed to serve as the voting member of the contracting party in the event its appointed representative is unable to attend an Advisory Committee.

To be in compliance with the contracting parties' contracts and Central Regional Wastewater System Bylaws, please complete the attached form and have it executed by your authorized official. A letter from your city will also be acceptable.

It is requested that this form be returned to us by May 30, 2014. You may also send an electronic copy to Cheryl Abbott at abbottc@trinityra.org.

If you have any questions about this, please contact me at 817-493-5100 or allenf@trinityra.org.

FIONA M. ALLEN, P.E.
Regional Manager
Northern Region

/cea



**CENTRAL REGIONAL WASTEWATER SYSTEM
ADVISORY COMMITTEE**

CONTRACTING PARTY: City of Colleyville

In accordance with Section 6.11 ADVISORY COMMITTEE of the Contracting Party Contracts and the Bylaws of the Central Regional Wastewater System, the following individual has been appointed as the Contracting Party Representative and Voting Member for a twelve month period. In addition, an Alternate Contracting Party Representative is also named.

CONTRACTING PARTY REPRESENTATIVE

Terry Leake
Name

Assistant City Manager/CFO
Title

100 Main Street, Colleyville, TX 76034
Address

tleake@colleyville.com
Email

817.503.1115
Phone

Cell Phone

ALTERNATE REPRESENTATIVE

Robert Lowry
Name

Public Works Director
Title

100 Main Street, Colleyville, TX 76034
Address

blowry@colleyville.com
Email

817.503.1096
Phone

Cell Phone

MAYOR/CITY MANAGER

DATE

FORM MUST BE RECEIVED BY MAY 30, 2014. Please complete form and return to:

Cheryl Abbott
Trinity River Authority of Texas
Northern Region
P. O. Box 240
Arlington, TX 76004-0240

FORM MAY ALSO BE SENT ELECTRONICALLY TO abbottc@trinityra.org.
If you have questions, please contact Cheryl Abbott at 817-493-5100



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4f

Agenda Date 05/13/2014

Number Resolution R-14-3748

Type Resolution

Department City Secretary

Title

Approval of the Park Land Dedication Committee Bylaws

Explanation

Reading and Public Hearing

In an effort to provide consistent bylaws and attendance requirements and to assist new members appointed to a board, commission, or committee, staff developed a standard template for bylaws that include attendance requirements consistent with the City Council and Planning and Zoning Commission attendance requirements. The standardized template also outlines the responsibility of each board, commission, and committee and identifies the resolution or ordinance by which the board, commission, or committee was created. Staff liaisons were asked to present the bylaws for discussion and adoption at a scheduled board, commission, or committee meeting.

As the City Council creates, establishes, and appoints boards, commissions, and committees per the City Charter, (excerpt attached) and reviews the minutes of each board, commission, and committee, staff is seeking City Council approval of all bylaws approved by each board, commission, and committee, as they are approved. As some boards, commissions, and committees, meet on an as needed basis only, bylaws will be attached to the Consent Agenda, as they are adopted and approved by the board, commission, and committee.

The Park Land Dedication Committee approved the attached bylaws at the April 29, 2014 meeting.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. City of Colleyville Charter Excerpt
2. Park Land Dedication Committee Bylaws

Section 7.06 Department of Finance:

There shall be a Department of Finance headed by the City Manager or his appointee. The City Manager may appoint a deputy director of finance who may be the City Collector of Taxes. (Amended May 7, 2005)

Section 7.07 Other Departments, Boards and Commissions:

The City Council may abolish or consolidate any office or department except those created by this Charter. The City Council may divide the administration of any such departments as it may deem advisable and may create new departments.

The City Council shall create, establish, or appoint, as may be required by State law, circumstances, or this Charter, those Boards, Commissions, and Committees which are deemed necessary to carry out the functions and obligations of the City. The City Council shall prescribe accountability and tenure of each Board, Commission, and Committee where such are not prescribed by State law or this Charter.

ARTICLE VIII
LEGAL AND JUDICIAL SERVICES

Section 8.01 Municipal Court:

There shall be established and maintained a court designated as a "Municipal Court in the City of Colleyville", for the trial of misdemeanor offenses, with all such powers and duties as are now or hereafter may be prescribed by State law relative to municipal courts. All fines imposed by said court shall be paid into the City Treasury for the use and benefit of the City.

Section 8.02 Judge of the Municipal Court:

The Judge of the Municipal Court shall be appointed by the City Council to serve at the discretion of the City Council. He shall be an attorney licensed and practicing in the State of Texas, and shall receive such salary as may be fixed by the City Council. In case of the disability or absence of the Judge of the Municipal Court, the City Council shall appoint a qualified person to act in his place.

Section 8.03 Clerk of the Municipal Court:

There shall be a clerk of the Municipal Court to be appointed by the City Manager. The clerk of the court and deputies shall have the power to administer oaths and affidavits, make certificates, affix the seal of the court, and generally do and perform any and all acts as usual and necessary to be performed by the clerks of courts in issuing process of said courts and conducting the business thereof. (Amended May 7, 2005)

PARK LAND DEDICATION COMMITTEE BYLAWS

ARTICLE I – Identification and Purpose

The Park Land Dedication Committee was established by the City Council of Colleyville, Texas, by Ordinance O-91-823 on June 4, 1991 and was amended by Ordinance O-98-1129 on December 15, 1998. The purpose of the Park Land Dedication Committee is to serve in an advisory capacity to the Planning and Zoning Commission and the City Council relating to proposed park land dedication fund expenditures and proposed updates to the Parks and Recreation Master Plan.

ARTICLE II – Membership

- 2.1 The Park Land Dedication Committee shall consist of four (4) members; Two (2) members of the Planning and Zoning Commission and two (2) members of the Parks and Recreation Advisory Board. The Planning and Zoning Commission and Parks and Recreation Advisory Board shall make a recommendation from their respective membership to the City Council. The Park Land Dedication Committee members shall be appointed by the City Council for a term that shall run concurrent with their terms on the Planning and Zoning Commission and the Parks and Recreation Advisory Board.
- 2.2 Members shall serve without compensation and until their successors are appointed.
- 2.3 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 2.4 Vacancies on the Park Land Dedication Committee shall be reported to the City Secretary. The Planning and Zoning Commission and Parks and Recreation Advisory Board shall make a recommendation from their respective membership to the City Council. The vacancies will be filled by appointment of the City Council for the length of the unexpired term.
- 2.5 If a member of the Park Land Dedication Committee fails to maintain a seventy-five percent (75%) attendance record for all regularly scheduled meetings, City staff liaison will notify the City Secretary. City Council may, at its discretion, declare a vacancy, advertise the open position or appoint a replacement without advertising.

ARTICLE III – Meetings

- 3.1 Meetings shall be held on an as needed basis and meeting dates, times and location may be changed as necessary. Meetings must be held in accordance with the provisions of the Texas Open Meetings Act.
- 3.2 Members unable to attend a regular meeting shall notify the staff liaison by noon of the meeting day.
- 3.3 A majority of the voting Park Land Dedication Committee shall constitute a quorum to conduct business of the Park Land Dedication Committee. However, no action shall be approved with less than three affirmative votes of the Park Land Dedication Committee members. The actions of the Park Land Dedication Committee members, present at a meeting, at which a quorum is in attendance, shall constitute the recommendations of the Park Land Dedication Committee.
- 3.4 Meeting agendas will be posted on the City Hall bulletin boards and the City's web site 72 hours prior to a meeting. Meeting agenda packets will be available to the public on the City's website 72 hours prior to a meeting. Approved meeting minutes will be included in City Council agenda packets under Reports.
- 3.5 Meeting agenda packets will be emailed to each committee member 72 hours prior to a meeting.
- 3.6 The City staff liaison shall preside at all meetings.
- 3.7 City staff shall take minutes of the meeting and serve as custodian of Park Land Dedication Committee records.
- 3.8 Special meetings may be called at the request of City Council, City staff liaison, or a Committee member of the Park Land Dedication Committee for the transaction of business. Posting and notification of meeting requirements shall apply to special meetings.
- 3.9 The Park Land Dedication Committee may establish sub committees as deemed appropriate. Such committees will be dissolved upon completion of the charge or task.

ARTICLE IV – Duties and Responsibilities

- 4.1 The Park Land Dedication Committee acts in an advisory capacity to the Planning and Zoning Commission and City Council in all matters pertaining to proposed park land dedication fund expenditures.
- 4.2 The Park Land Dedication Committee shall review the Parks and Recreation Master Plan every three (3) years and make recommendations for modification and alteration.

- 4.3 The Planning and Zoning Commission representatives to the Park Land Dedication Committee shall sign the Acknowledgement Statement in accordance with the Colleyville City Charter, Section 14.02, Personal Financial Interest, Subsection G, Oath, which acknowledges familiarity with the referenced section and Chapter 171 of the Local Government Code pertaining to conflict of interest.
- 4.4 The Planning and Zoning Commission representatives to Park Land Dedication Committee shall meet the filing requirements of the Disclosure Act. The City is required to place all Conflict Disclosure Statements submitted to the City on the City's web site.
- 4.5 The Park Land Dedication Committee member will take the Attorney General Texas Open Meetings Act on-line training course or obtain a dvd of the training course from the City Secretary, and provide a copy of the Certificate of Course Completion to the City Secretary. The training must be completed not later than the 90th day after the date the member takes the oath of office or otherwise assumes responsibilities as a member of the governmental body.

ARTICLE V – Amendments

- 5.1 These bylaws may be amended by a majority vote at any regular meeting, if all members have been notified of the proposed amendment 72 hours prior to such meeting. Amendments must be in compliance with applicable City ordinances.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4g

Agenda Date 05/13/2014

Number Resolution R-14-3748

Type Resolution

Department Library

Title

Approval of a monetary donation from Betty Sanders, in honor of Mark and Jodi Sanders, to the Colleyville Public Library

Explanation

Reading and Public Hearing

Betty Sanders has offered a monetary donation to the Colleyville Public Library in honor of her son Mark, and daughter-in-law Jodi Sanders. The value of the monetary donation is \$15,000 per the attached Donation and Transfer of Title form.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. City of Colleyville Donation and Transfer of Title
2. City of Colleyville Donation Policy



**CITY OF COLLEYVILLE
DONATION AND TRANSFER OF TITLE**

I/We Betty Sanders hereby give, assign, transfer and set over to the City of Colleyville all of my/our rights, title and interest in the materials described below:

Monetary Donation

Value of donation \$15,000 Annual operating cost to City _____

Specifications/Plans/Drawings/Photographs: ☐ Attached ☐ None

Stipulations _____

I/We have read and understand the City of Colleyville Donation Policy and accept the provisions of the Policy.

Signature of Donor(s) - See Attached - Date 5/6/14

Date _____

Donor Address 4106 Savannah Ct.

City Colleyville State Tx ZIP 76034

Phone Number(s) Main _____ Alternate _____

Accepted for and on behalf of the City of Colleyville

Received by _____
Mayor / City Manager / Department Director Department

☐ City Approval Date _____

☐ City Council Approval Date _____

☐ Resolution/Ordinance Number _____

BETTY SANDERS

May 6, 2014

Colleyville Public Library
Colleyville, Tx.

Enclosed is my donation to
the Library in honor of
Mark + Jodi Sanders
4106 Savannah Ct.
Colleyville, Tx 76034

Betty Sanders



CITY OF COLLEYVILLE CITYWIDE DONATION POLICY

Statement of Purpose

The City of Colleyville encourages donations to the City in support of programs, services, collections and facilities, for the enhancement of Colleyville. The purpose of the Citywide Donation Policy (Policy) is to provide consistent and uniform procedures for a donation to the City and to provide the donor knowledge of the Policy under which the donation is given and accepted. All boards, commissions, committees and City Council shall comply with this Policy. All departments and employees of the City of Colleyville remain subject to the *City of Colleyville Personnel Policy and Procedures Manual* and the Policy.

Exemptions

Donations from the Friends of the Colleyville Public Library, the Colleyville Public Library Foundation, Colleyville Citizen's Fire Academy Alumni Association, Colleyville Citizen's Police Academy Alumni Association, monetary and services-in-kind donations provided to City of Colleyville sponsored events and donations of \$2,500 or less are exempt from the Policy.

Procedures

Individuals, businesses or organizations making a donation to the City shall submit a City of Colleyville Donation and Transfer of Title form to the appropriate department director. Specifications including plans, drawings, photographs, or details pertinent to the donated item, including value of the donation and anticipated annual operating cost, shall be included. All spaces on the form shall be completed or noted if not applicable.

Any stipulations, including location and use of a donation, shall be included on the Donation and Transfer of Title form. If no such stipulation is recorded on the form or as an addendum, the City shall have the right to use the donation as determined by the City, free of encumbrances.

City insurance and accounting valuations necessary to meet standard City procedures are separate and apart from the donation process.

When the Donation and Transfer of Title form has been fully executed by the donor and the City of Colleyville, the donation becomes the property of the City of Colleyville. A copy of the completed Donation and Transfer of Title form shall be given to the donor as a record of the donation.

The Policy shall take precedent and supersede the donation policy of any City of Colleyville entity.

Use of Donations

Items may be accepted on a loan basis with the approval of the city manager.

The City shall expend cash donations on materials, equipment or projects acceptable to the donor, if requested. Donated funds shall be deposited in donation fund accounts when defined, and shall not be intermingled with the General Fund or donation fund accounts of other departments, boards, commissions or committees.

Items donated for exhibit will be subject to a rotation schedule established by the City, to allow opportunities for public view and to protect items on display. Proper preservation and care of donated item(s) shall be defined under stipulations.

Right of Refusal

The City reserves the right to refuse a donation. In a multi-item donation, items may be refused or accepted on an item-by-item basis.

The donor reserves the right to withdraw the donation before formal acceptance by City Council.

Reporting to City Council

Donations of \$1,000 and above shall be reported to the City Council on a quarterly basis.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4h

Agenda Date 05/13/2014

Number Resolution R-14-3748

Type Resolution

Department Information Services

Title

Approval of the disposal of obsolete computer equipment and printers, and authorize the city manager to execute the agreement

Explanation

Reading and Public Hearing

The City's purchasing manual requires the City Council to designate salvage items and obsolete non-serviceable vehicles and equipment before property can be removed from inventory and disposed of by public auction or other approved means.

The City of Colleyville is donating all obsolete computer equipment to The Texas Department of Criminal Justice Computer Recovery Program. The Computer Recovery Program was established in 1999 and is codified in Texas Government Code § 497.012, and receives data processing equipment under Texas Government Code §§ 2175.125 and 2175.128. The program allows state agencies and political subdivisions to send surplus or salvage data processing equipment to the Texas Department of Criminal Justice (TDCJ) to be refurbished or recycled. Refurbished equipment is then made available to school districts, state agencies, or political subdivisions, in that relative order of preference.

All data is purged from the computer hard drive prior to the disposal of the equipment.

The City has donated all obsolete computer equipment to the The Texas Department of Criminal Justice Computer Recovery Program since November 11, 2005. All equipment being donated is listed in the attached form.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Texas Department of Criminal Justice Property Donation Form

Instructions for GOVERNMENT AGENCIES and POLITICAL SUBDIVISIONS to Ship Surplus or Salvage Data Processing Equipment to the TDCJ

This packet contains the following forms:

- M&L-113, Computer Recovery, Data Processing Equipment Transfer Information
- M&L-114, Bill of Lading

1. All data processing equipment must be deleted from your property accounting system prior to shipment to the computer recovery facility.
2. The *M&L-113* form must be filled out correctly and completely, and signed by the individual authorizing the transfer.
3. All equipment must be listed on *M&L-114* form. Property numbers and serial numbers are not required. Columns for these numbers to be listed are provided for you should you need them listed for capital or fixed asset control. If your equipment is listed in spreadsheet format, the list may be attached to the *M&L-114*, as long as the Description column of the form references “see attached list”.
4. Once complete, fax all applicable forms to the facility closest to your location:
 - Daniel Unit Computer Recovery Facility, Snyder, Texas – fax: 325-574-6701
 - Wynne Unit Computer Recovery Facility, Huntsville, Texas – fax: 936-291-5278
5. There are two methods available for transferring equipment to the computer recovery facility:
 - Equipment may be scheduled for pickup by the TDCJ Freight Transportation Division. Using this method, a completed copy of the “PICKUP VERIFICATION FORM” must be faxed to the appropriate computer recovery facility, when the shipment has been made.
 - Equipment can be delivered by the donor directly to the computer recovery facility. Prior approval must be obtained and a date scheduled for delivery.
6. When preparing equipment for shipment to the computer recovery facility:
 - Loose items must be secured (e.g., shrink-wrapped, boxed). The TDCJ Freight Transportation truck driver will not pick up loose items.
 - Equipment must be palletized and shrink-wrapped prior to pickup. Please contact us should this be a problem as we may be able to offer alternatives.
 - A copy of the completed *M&L-113* form must be placed on each pallet.
 - Palletized items should not exceed 8 feet in height.

TDCJ MANUFACTURING & LOGISTICS
Computer Recovery
Data Processing Equipment Shipping Information

TDCJ DANIEL UNIT Computer Recovery Facility 938 South FM 1673 Snyder, Texas 79549 Phone: 325-573-1114, ext 4152 Fax: 325-574-6701 Email: computer.recovery@tdcj.state.tx.us Hours of Operation: 6:15 a.m. - 2:45 p.m. Monday - Friday	TDCJ WYNNE UNIT Computer Recovery Facility 810 FM 2821 West Huntsville, TX 77349 Phone: 936-291-5162 Fax: 936-291-5278 Email: computer.recovery@tdcj.state.tx.us Hours of Operation: 4:30 a.m. - 12:30 p.m. Monday - Friday	For Office Use Only Tracking #: _____ O.E. #: _____ Send to: _____ Date: ____/____/____
--	--	--

This form will be used as a cover sheet for shipping surplus or salvage data processing equipment to the Texas Department of Criminal Justice (TDCJ) according to Texas Government Code, Chapter 2175.

An itemized list of equipment to be shipped must be attached to this form. See instruction sheet for additional information and format to be used when itemizing equipment to be shipped.

Shipping Agency City of Colleyville, TX
Physical Address 100 Main Street, Colleyville, TX **Zip Code** 76034
Pick-Up Address 315 W. L.D. Locket Road, Colleyville, TX 76034

Contact Person Chris Pena **Title** ISM Manager
Phone Number 817.501.1081 **Alternate Number** _____
Fax Number 817.503.1129

Person Authorizing Shipment Jennifer Fadden **Title** Colleyville City Manager
Print Name Jennifer Fadden

Signature _____ **Date** _____

Business Hours Mon-Fri 8am-5pm **Lunch Hours** _____

Number of Pallets <u>5</u>	Loading Dock Available ☐ YES ☒ NO	
	Forklift Available ☐ YES ☒ NO	
	Pallet Jack Available ☐ YES ☒ NO	

Directions to the Pick-Up Address Exit Hwy 183 west on Precinct line north. Go approx. 3 miles and turn right on LD Locket. travel .5 miles east and hous is on the right.

Freight Transportation – PLEASE CALL AGENCY AT LEAST ONE DAY IN ADVANCE OF PICK-UP.

FOR USE BY TDCJ ONLY

TDCJ Manufacturing & Logistics has reviewed your list of data processing equipment to be shipped.

Authorized Computer Recovery Representative

Date

TDCJ MANUFACTURING & LOGISTICS

Computer Recovery

Bill of Lading

Agency Name: City of Colleyville, TX

Only data processing equipment specified in the Texas Government Code § 2054.003(3) will be picked up. To obtain a complete definition of “data processing”, please visit web address, <http://www.statutes.legis.state.tx.us/Docs/GV/htm/GV.2054.htm>.

Unauthorized items will not be accepted. TDCJ will notify the shipping agency via fax of those items.

[illegible]

☒ ALL ITEMS HAVE BEEN REVIEWED AND REMOVED FROM THE APPROPRIATE PROPERTY ACCOUNTING SYSTEM.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 05/13/2014

Number Ordinance O-14-1915

Type Ordinance

Department Community Development

Title

Consideration of a request for a Special Use Permit for a wedding chapel on Lot 1R1, Block 1, of the Monterra Place Addition, located at 1700 Tennison Parkway, Case ZC14-002

Explanation

Second Reading and Public Hearing

There were no speakers regarding this request at the May 6, 2014 City Council meeting.

At the May 6, 2014 meeting, the City Council requested that a condition be added to the proposed ordinance requiring that an off-duty police officer be present on the premises whenever any alcoholic beverages are served. This requirement has been added to the proposed ordinance as follows:

"Whenever any alcoholic beverages are served and/or are present on the premises in conjunction with any event authorized by this ordinance, an off-duty police officer shall be present on the subject property during the duration of said event."

First Reading and Public Hearing

Robin Scheuerman with Monarch Photographic Corporation has submitted a request for a Special Use Permit to add a wedding chapel to an existing photography studio at 1700 Tennison Parkway.

Existing Conditions and Zoning. The subject property contains an 8,946 square foot building, which is currently occupied by Marcel's at Monterra photography studio. The property is platted as Monterra Place Addition, Block 1, Lot 1R1. The site is zoned Planned Unit Development-Residential (PUD-R), which allows CC-1-Village Retail uses at this location. A wedding chapel is allowed in the CC-1-Village Retail zoning district with Special Use Permit approval.

Statement of Planning Objectives. The request is for a Special Use Permit for a wedding chapel that will host other small venue receptions including indoor and outdoor facilities. With regard to indoor facilities, there will be two rooms, one for 65 attendees and the other for 45 attendees. Both rooms will allow for ten support staff for any given event. The building will not exceed 125 people at one time, including the support staff. Outdoor facilities will include an outdoor venue which will allow wedding

ceremonies with a maximum of 75 people, including 65 attendees and ten support staff.

Food will be catered to the site, so facilities for commercial food preparation will not be required. Six new employees will operate the facility to host events and to provide security.

Alcohol. There will be no alcohol sales as part of the proposed use. However, guests may bring alcohol for consumption provided it is not sold on the premises. Any sale of alcohol requires a permit by the Texas Alcoholic Beverage Commission (TABC). The TABC strictly enforces this requirement and, as a matter of policy, the TABC will not issue a permit without obtaining written approval by the City.

Hours of Operation. Events will usually occur on weekend and week night schedules when the photography studio and adjacent businesses are not in operation. Hours of operation will be 7:00 a.m. to 10:00 p.m., Sunday through Thursday, and 7:00 a.m. to 11:00 p.m., Friday through Saturday. Outdoor events will occur between the hours of 7:00 a.m. to 9:00 p.m., Sunday through Saturday.

Parking and Access. The property is located along Tennison Parkway, west of Colleyville Boulevard (SH26). Tennison Parkway has four lanes, and is divided by a landscaped median. There is an opening in the median to accommodate traffic from the driveway. There is a fire lane at the back of the property that connects to SH26.

There is not a specific number of parking spaces designated for this use. However, churches are also community spaces and require one space for every three seats. Using the church ratio, 42 parking spaces would be required. The site provides 39 spaces, and the owner has a shared parking agreement for 35 spaces with the adjacent property owner (attached).

Other Site Development Conditions. The site, including signage, landscaping and the dumpster, meets all current Land Development Code requirements.

Surrounding Land Uses and Zoning. The property to the north is zoned CC-2-Shopping Center district and is currently vacant. The property to the east is zoned Planned Unit Development-Residential (PUD-R) and is developed for various office and service uses. The property to the south is zoned Planned Unit Development-Residential and provides drainage and open space uses for the Monterra residential subdivision. On the hard corner of Tennison Parkway and Colleyville Boulevard is Lone Star Collision, zoned Light Manufacturing (ML) district. To the south and west of the subject property are single family residences and open space uses.

Master Plan. The Future Land Use Plan designates the subject property for retail uses. Retail and service uses are consistent with the Future Land Use Map and 2005 Comprehensive Plan.

Public Notification. Staff mailed notices to 11 adjacent property owners within 200 feet, as well as homeowners associations within 500 feet of the subject property regarding this request. Notice was published in the *Fort Worth Star-Telegram* as required by state law and the Land Development Code. To date, one letter of opposition received from the homeowner's association (HOA), and 27 speaker cards opposed to the request have been received. One speaker card in favor of the request has been received. Only the HOA letter and one speaker card contain properties that are within 200 feet of the subject property. The remainder of the speaker cards are located outside of the 200 foot buffer area.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request at the April 14, 2014 meeting by a vote of 4-1.

Supermajority Vote Requirement. Because more than 20 percent of the property area within 200 feet of the subject property is opposed to the request, a supermajority vote of the City Council will be required in order to approve this item. As of the date of this briefing, total opposition stands at 26 percent.

Summary. The existing photography studio can adapt to the proposed use with very minor alterations to the existing facility. In addition, the site has adequate parking spaces to accommodate the proposed use including the shared parking agreement. With the median cut, the proposed use has access to Tennyson Parkway in both directions. There are existing commercial and retail uses to the east of the property and open space as a buffer to the residential properties to the west. Taking these factors into account, staff recommends approval of the Special Use Permit for a wedding chapel.

Financial Impact

There is no financial impact to the City.

Recommendation

Approval with the following conditions:

1. HOURS OF OPERATION AND MAXIMUM NUMBER OF ATTENDEES

- a. The hours of operation and maximum number of attendees for indoor receptions and party events shall be as follows:

Sunday – Thursday: 7:00 a.m. – 10:00 p.m.

Friday – Saturday: 7:00 a.m. – 11:00 p.m.

The maximum number of attendees for indoor events is 125 people at any one time.

- b. The hours of operation and maximum number of attendees for outdoor wedding ceremonies shall be as follows:

Sunday – Saturday: 7:00 a.m. – 9:00 p.m.

The maximum number of attendees for outdoor events is 65 people.

- c. This development shall be generally consistent with the Statement of Planning Objectives, attached as Exhibit “B”.

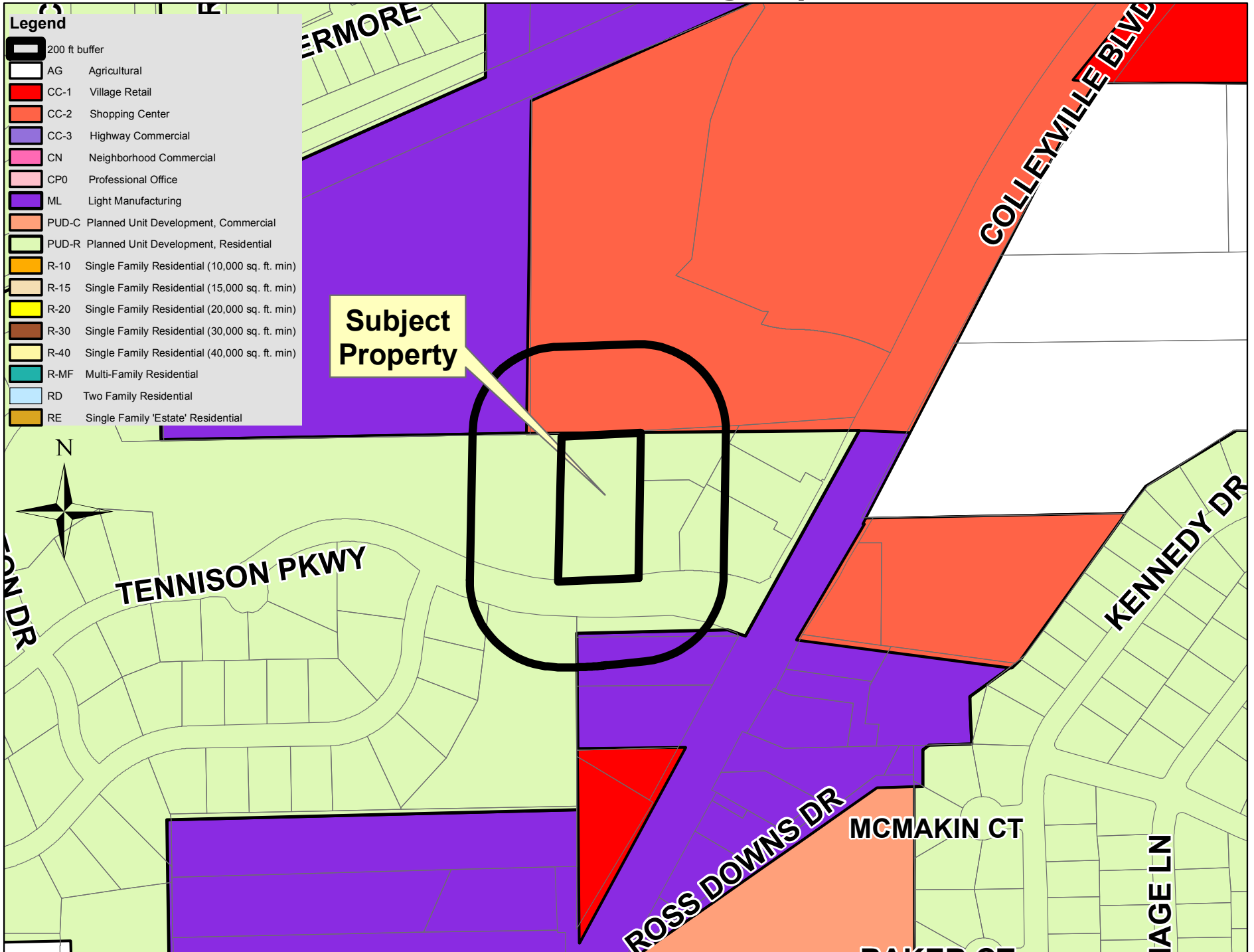
2. GENERAL

- a. The uses allowed by this Special Use Permit shall be for a wedding chapel. The following shall be acceptable accessory uses: business, conference, birthday, graduation, anniversary, or other special receptions, or party events.
- b. The Special Use Permit shall automatically expire upon the abandonment of the business; change in use or upon the expiration or termination of the Certificate of Occupancy for the wedding chapel.
- c. The site and building layout of the wedding chapel shall generally conform to Exhibit “C”.
- d. Whenever any alcoholic beverages are served and/or are present on the premises in conjunction with any event authorized by this ordinance, an off-duty police officer shall be present on the subject property during the duration of said event.

Attachments

- 1. Location and Zoning Map
- 2. Aerial
- 3. Buffer Map
- 4. Notification List
- 5. Letters of Opposition
- 6. Letter of Support
- 7. Statement of Planning Objectives
- 8. Seating Layout and Outdoor Amenities
- 9. Shared Parking Agreement
- 10. Street View
- 11. Monterra PUD Ordinance O-98-1098
- 12. Ordinance O-14-1915

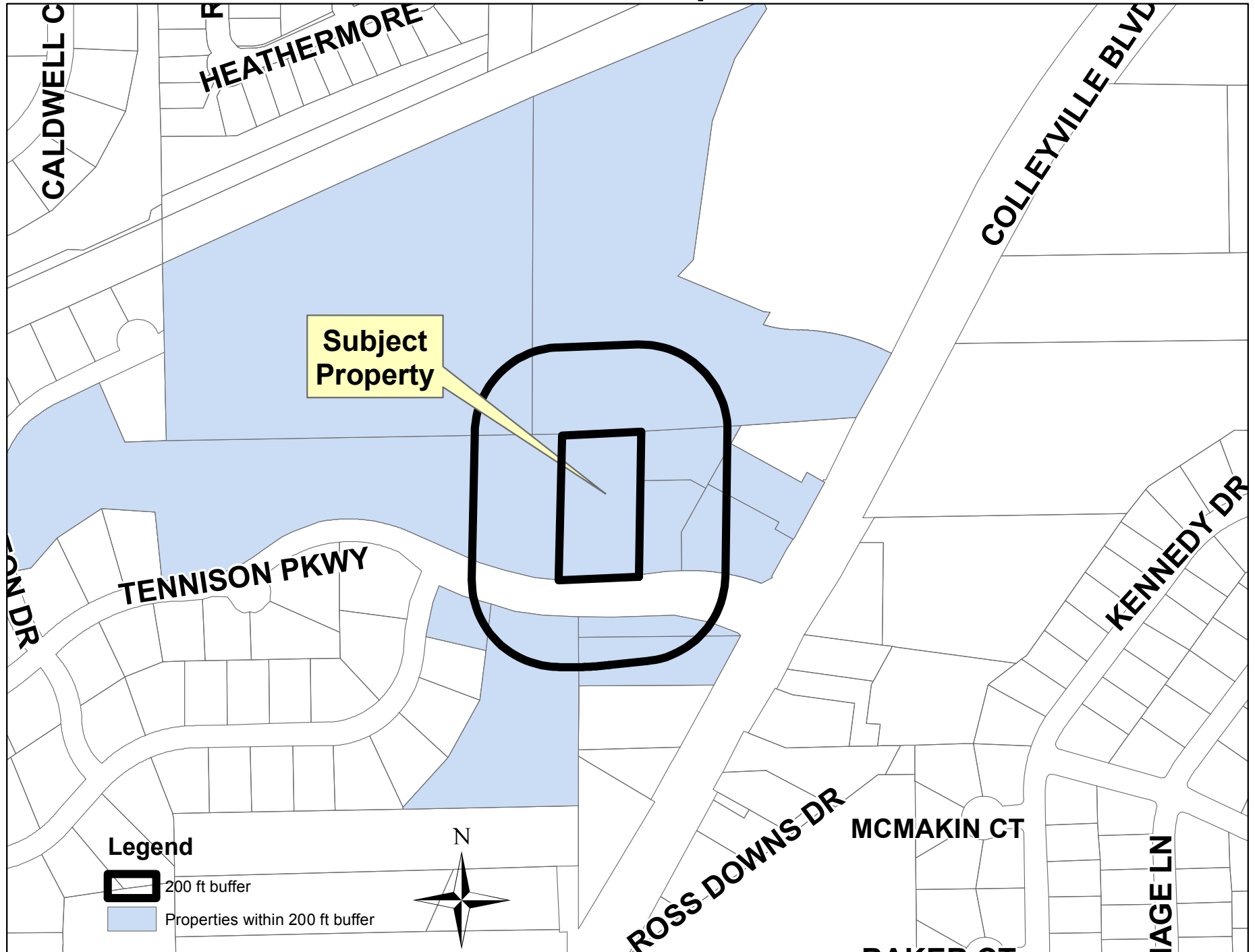
Location and Zoning Map



Aerial



Buffer Map



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
MONTERRA HOME OWNER'S ASSOC	6707 BRENTWOOD STR RD	FORT WORTH	TEXAS	76112	001799 TENNISON PKWY
FELLER-DAVIS ENTERPRISES LLC	3300 SPRING VALLEY DR	BEDFORD	TEXAS	76021	006900 COLLEYVILLE BLVD
LFP PROPERTIES INC	7505 GLENVIEW DR STE 150	RICHLAND HILLS	TEXAS	76180	001704 TENNISON PKWY
MONARCH PHOTOGRAPHIC CORP	1700 TENNISON PKWY	COLLEYVILLE	TEXAS	76034	001700 TENNISON PKWY
LFP PROPERTIES INC	7505 GLENVIEW DR STE 150	RICHLAND HILLS	TEXAS	76180	001706 TENNISON PKWY
MONTERRA HOME OWNER'S ASSO	6707 BRENTWOOD STAIR RD	FORT WORTH	TEXAS	76112	001690 TENNISON PKWY
CAIRNS, CRAIG ETUX NANCY	1617 DOUGLAS AVE	COLLEYVILLE	TEXAS	76034	001617 DOUGLAS AVE
CHESAPEAKE LAND DEV CO LLC	6100 N WESTERN AVE	OKLAHOMA CITY	OKLAHOMA	73118	001701 JOHN MCCAIN RD
CHESAPEAKE LAND DEV CO LLC	6100 N WESTERN AVE	OKLAHOMA CITY	OKLAHOMA	73118	006900 COLLEYVILLE BLVD
LONE STAR COLLISON LTD	6804 COLLYVILLE BLVD	COLLEYVILLE	TEXAS	76034	006804 COLLEYVILLE BLVD
MONTERRA HOME OWNER'S ASSOC	6707 BRENTWOOD STR RD	FORT WORTH	TEXAS	76112	001699 TENNISON PKWY
CTAJ LTD	6904 COLLYVILLE BLVD	COLLEYVILLE	TEXAS	76034	006904 COLLEYVILLE BLVD
GRAPEVINE-COLLEYVILLE ISD	3051 IRA E. WOODS AVE	GRAPEVINE	TEXAS	76051	COURTESY NOTICE
Monterra HOA, Daniel Swart	6811 MILTON DRIVE	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
Monterra HOA, Michelle Williams	4113 GATEWAY DRIVE #100	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
Robin Scheuerman, Applicant	1700 TENNISON PKWY	COLLEYVILLE	TEXAS	76034	APPLICANT

Public hearing notices were mailed
Fri., Mar. 7, 2014 by Taci Wrisley

Letters of Opposition

March 23, 2014

To: Planning and Zoning Commission for the City of Colleyville

From: HOA President of Monterra

Subject: Special Use Permit for a wedding chapel

The HOA of Monterra strongly objects to the rezoning and turning 1700 Tennison Parkway into a Special Events location. The HOA opposes a special use permit for a wedding chapel.

We strongly object to a facility having events with 10,000 visitors to the entrance of Monterra and Sapphire, as the entrance for over 125 homes.

We strongly question and reject that parking will be adequate. If rezoned and parking is an issue it will be too late. People will be parking in the fire lane and on Tennison Parkway.

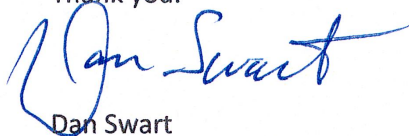
We strongly object to events being held until 10:00pm weeknights and 12:00am weekends. The noise and lighting from these events will be an issue.

If the estimate for 10,000 visitors per year is close, this amount of traffic to the entrance of two subdivisions will be a traffic nightmare and unacceptable. We strongly reject that traffic will be nominal. 10,000 visitors would be 153 events.

We strongly reject the market research. A business of this nature does not belong at the entrance to 2 residential communities. It will be a nightmare and devalue our property by thousands of dollars, thereby actually reducing the tax base, counter-productive to the estimated added sales tax to the City, suggested by the application.

Therefore, we respectfully ask the Commission to reject the special issue permit.

Thank you.

A handwritten signature in blue ink that reads "Dan Swart". The signature is stylized with a large, looped initial "D".

Dan Swart

President Monterra HOA

Letters of Opposition



Letters of Opposition

SPEAKER CARD	
Date: _____	
☐ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☒ I do not wish to <u>speak</u> , but please record my: ☐ support ☒ <u>opposition</u>	
Agenda Item Number: <u>34</u>	
Name: <u>Suresh Vashishth</u>	
Address: <u>1604 Douglas Ave.</u>	
City: <u>Colleyville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817-875-2216</u> Representing: <u>Self</u> (organization/self)	
<i>I understand I am limited to speaking for five minutes.</i>	
<i>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.</i>	
Signed: <u>[Signature]</u>	
This information is a Public Record.	

SPEAKER CARD	
Date: <u>3/24/14</u>	
☐ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☒ I do not wish to <u>speak</u> , but please record my: ☐ support ☒ <u>opposition</u>	
Agenda Item Number: <u>3a</u>	
Name: <u>Bruce Broesbeck</u>	
Address: <u>1608 Douglas</u>	
City: <u>Colleyville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817-488-0002</u> Representing: <u>homeowner in</u> (organization/self) <u>Montana</u>	
<i>I understand I am limited to speaking for five minutes.</i>	
<i>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.</i>	
Signed: <u>Bruce Broesbeck</u>	
This information is a Public Record.	

Letters of Opposition

Date: <u>3/24/14</u>	SPEAKER CARD
☐ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☒ I <u>do not wish to speak</u> , but please record my: ☐ support ☒ opposition	
Agenda Item Number: <u>3a</u>	
Name: <u>Gary Groesbeck</u>	
Address: <u>1608 Douglas Ave</u>	
City: <u>Colleyville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817 4880002</u>	Representing: <u>self</u> (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: <u>[Signature]</u>	This information is a Public Record.

Date: <u>3/24/14</u>	SPEAKER CARD
☐ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☐ I <u>do not wish to speak</u> , but please record my: ☐ support ☐ opposition	
Agenda Item Number: <u>3a</u>	
Name: <u>Dee Kamerman</u>	
Address: <u>1521 Tennison Parkway</u>	
City: <u>Colleyville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817-416-2277</u>	Representing: <u>self</u> (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: <u>Dee Kamerman</u>	This information is a Public Record.

Letters of Opposition

Date: <u>3/24/14</u>	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: <u>3A</u>	
Name: <u>CRAIG CAIRNS</u>	
Address: <u>1617 Douglas Ave.</u>	
City: <u>Colleyville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>8176569161</u>	Representing: <u>Self</u> (organization/self)
<i>I understand I am limited to speaking for five minutes.</i>	
<i>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.</i>	
Signed: <u>Craig Cairns</u>	
This information is a Public Record.	

Date: <u>3-24-14</u>	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: <u>3A</u>	
Name: <u>DAN SWART</u>	
Address: <u>6811 MILTON DR</u>	
City: <u>COLLEYVILLE</u>	State: _____ Zip Code: _____
Telephone Number: <u>817.582.0048</u> <u>-3038</u>	Representing: <u>HOA Monterra</u> (organization/self)
<i>I understand I am limited to speaking for five minutes.</i>	
<i>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.</i>	
Signed: <u>Dan Swart</u>	
This information is a Public Record.	

Letters of Opposition

Date: 4/14/14 **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: 3a
 Name: Bonnie Kite
 Address: 1505 Tennessee Pkwy
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 505-4498949 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: [Signature]
 This information is a Public Record.

Date: 4-14-14 **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: 3A
 Name: Gary Shipp
 Address: 1401 Tennessee Pkwy
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817-421-3393 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: [Signature]
 This information is a Public Record.

Date: 4/14/14 **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: 3a/2014-002
 Name: LISA CONKWRIGHT
 Address: 1424 SAVOY CT
 City: COLLEYVILLE State: TX Zip Code: 76034
 Telephone Number: 214/732-5679 Representing: Self (as homeowner)
 (organization/self)

I understand I am limited to speaking for five minutes. in Monterra

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: [Signature]
 This information is a Public Record.

Date: 4-14-14 **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: 3A
 Name: Michele Dacus
 Address: 1417 Douglas Ave
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817 416 2970 Representing: Monterra
 (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: [Signature]
 This information is a Public Record.

Letters of Opposition

Date: _____ **SPEAKER CARD**

____ I will speak **In Support** of this item.
 ____ I will speak **In Opposition** to this item.
 X ____ I do not wish to speak, but please record my: ☐ support ☒ **opposition**

Agenda Item Number: 3a
 Name: Suresh Vashisth
 Address: 1604 Douglas Ave
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817-421-3891 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: [Signature]
 This information is a Public Record.

Date: 4-14-14 **SPEAKER CARD**

____ I will speak **In Support** of this item.
 ____ I will speak **In Opposition** to this item.
 X ____ I do not wish to speak, but please record my: ☐ support ☒ **opposition**

Agenda Item Number: 3a
 Name: Kenneth Lopez
 Address: 1412 Douglas Ave
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817-247-4378 Representing: Monte Vista HOA
 (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: [Signature]
 This information is a Public Record.

Date: _____ **SPEAKER CARD**

____ I will speak **In Support** of this item.
 ____ I will speak **In Opposition** to this item.
 X ____ I do not wish to speak, but please record my: ☐ support ☒ **opposition**

Agenda Item Number: 3A
 Name: Bob Kammerman
 Address: 1521 Tennyson
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817-313-9623 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: [Signature]
 This information is a Public Record.

Date: 4/14/14 **SPEAKER CARD**

____ I will speak **In Support** of this item.
 X ____ I will speak **In Opposition** to this item.
 ____ I do not wish to speak, but please record my: ☐ support ☐ **opposition**

Agenda Item Number: 3a
 Name: Amy Woy
 Address: 1509 Tennyson PKWY
 City: _____ State: _____ Zip Code: _____
 Telephone Number: _____ Representing: _____
 (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.

Letters of Opposition

Date: 4-14-14 **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: 3A
 Name: Juliet Shipp
 Address: 1401 Tennison Plwy
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817-421-3393 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: Juliet Shipp
 This information is a Public Record.

Date: 4-14-14 **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: 3A
 Name: Mark Mars
 Address: 1429 Douglas Ave
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817-410-5912 Representing: Monterra HOA
 (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: Mark Mars
 This information is a Public Record.

Date: 4/17/14 **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: _____
 Name: FARDOO BANA
 Address: 6601 SAPPHIRE CIR S
 City: COLLEYVILLE State: TX Zip Code: 76034
 Telephone Number: 817-501-2262 Representing: _____
 (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: Fardo Bana
 This information is a Public Record.

Date: 4-14-14 **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: 3A
 Name: Miranda Mars
 Address: 1429 Douglas Ave
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817-410-5912 Representing: Monterra HOA
 (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: Miranda Mars
 This information is a Public Record.

Letters of Opposition

Date: 04.14.14 **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: 3a/ZC14-002

Name: FRANK CONKWRIGHT

Address: 1424 SAVOY COURT

City: COLLEYVILLE State: TX Zip Code: 76034

Telephone Number: 817-329-3299 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: Frank Conkwright
This information is a Public Record.

Date: 4-14-14 **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: 3A

Name: Cheryl Swart

Address: 6810 McClinton Dr

City: Colleyville State: TX Zip Code: 76034

Telephone Number: 817-329-3299 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: Cheryl Swart
This information is a Public Record.

Date: 4/14/14 **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: 3a

Name: Draee Groesbeck

Address: 1608 Douglas Ave

City: Colleyville State: TX Zip Code: 76034

Telephone Number: 817-488-0002 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: Draee Groesbeck
This information is a Public Record.

Date: 4-13-14 **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: 3a

Name: Gary Groesbeck

Address: 1608 Douglas Ave

City: Colleyville State: TX Zip Code: 76034

Telephone Number: 817-488-0002 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: Gary Groesbeck
This information is a Public Record.

Letters of Opposition

Date: 4/14/14 **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: 3A
 Name: Joyce Moseley
 Address: 1428 Savoy Ct.
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817 714-8377 Representing: _____
 (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: Joyce Moseley
 This information is a Public Record.

Date: 4/14/14 **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: 3A
 Name: Betty Moseley
 Address: 1428 Savoy Ct.
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817 410 1048 Representing: _____
 (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: Betty Moseley
 This information is a Public Record.

Date: 4/14/14 **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: _____
 Name: Steven P. Jackson
 Address: 1501 Douglas Ave
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: 817 410-4672 Representing: Monterro
 (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: Steven P. Jackson
 This information is a Public Record.

Date: 4/14 **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: 3a
 Name: Dee Kamerman
 Address: 1521 Tennison Parkway
 City: Colleyville State: TX Zip Code: 76034
 Telephone Number: _____ Representing: _____
 (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: Dee Kamerman
 This information is a Public Record.

Letters of Opposition

Date: <u>4/14/14</u>	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: <u>3a</u>	
Name: <u>Amy Branson</u>	
Address: <u>6619 Sapphire Cr. S.</u>	
City: <u>Colleyville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817-421-0027</u>	Representing: _____ (organization/self) ☒
<i>I understand I am limited to speaking for five minutes.</i>	
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: <u>Amy Branson</u>	
This information is a Public Record.	

Letter of Support

Date: 4/14/14

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: 3a

Name: MARK HARRISON

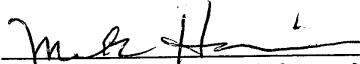
Address: 1421 DOUGLAS AVE

City: Colleyville State: TX Zip Code: 76034

Telephone Number: 817 4243890 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.

Statement of Planning Objectives

Monarch Photographic Corp
1700 Tennison Parkway
Colleyville, TX 76034

MONTERRA PLACE SUP Statement of Planning Objectives

Concept

The Monarch Photographic Corporation currently operates the metroplex's largest facility at our "**Marcel's at Monterra**" studios, located along Bear Creek, one block west from Colleyville Boulevard on Tennison Parkway in the Monterra Place Addition. Our company has provided graduating senior photography services to school districts since 1962. The facility covers nearly 9000 sq. ft. on a 2 acre site on Bear Creek. Indoors, the studio is quite elegant complete with chandelier, 25 ft. ceiling, baby grand piano, dressing areas, sunroom and kitchenette on the west side. The east side space is utilized as overflow studio and additional proposed venue space. Our outdoor portrait park contains a half-acre wildflower garden, year round stream, gazebo, archways, terraces, waterfall, and large lawn to facilitate superior imaging. Because of the picturesque setting, we are often beset with requests to hold special events at this location from our clients, their families, and school groups seeking banquet locations.

Market Research

Citing a lack of small event venues in the City of Colleyville, our feedback from the public has been quite favorable. The location is far removed from both busy roads and residential neighborhoods, separated by a natural stream corridor, and is a pleasing respite for the passing motorists entering the Monterra subdivision. We foresee a highly sought after venue that will generate funding to further develop the garden spot we have created.

Conversion Activity and Occupancy

With the SUP dual use designation, we will be converting space in two (of four) camera rooms. There will be no construction involved in the conversion of the rooms, other than rearranging of sets, screening those that remain, setting up tables and seating, and cleaning. Including the hosts and support staff, proposed occupancy of the west side studio is 75 people (including 10 support staff). The east side space is event ready for parties of 55 (including support staff). The facility possesses 39 parking spaces and has secured a shared parking arrangement with the adjacent property owner for 35 more. There is also additional street side parking on the unnamed road at the rear of the complex, outside of the fire lane. Outdoor events will be available to the extent they do not interfere with our photographic sets. Clients will be given their choice of sets (gazebo, waterfall, arch, or patio) for outdoor ceremonies. Maximum attendance for the outdoor ceremonies is 65 people. Outdoor operation hours are between 7:00 am and 9:00 pm to comply with Code of Ordinances, Article II, Section 42.27. Late night or early morning cleaning crews may be present indoors as need arises. The facility will not apply for TABC licenses at this time, and will not sell alcoholic beverages. All catering, florist, and equipment services will be supplied from off-site contractors.

Statement of Planning Objectives

Economic Development

Operation of the facility will require the hiring of six new employees to set up/ tear down, host events, and provide security. Traffic through the facility will likely increase from the 5,000 annual visits occurring currently, to perhaps 10,000 visits annually. Events likely occur on weekend/ weeknight schedules when the studio and adjacent businesses are not in operation, so impacts on traffic will be nominal. Indoor events will be completed by 10:00 pm weeknights and 11:00 pm on weekends. Once both venues are 100% utilized we estimate the additional revenues to the facility to generate \$16850 in additional sales tax revenues to the city (2%).

Negotiated Concessions

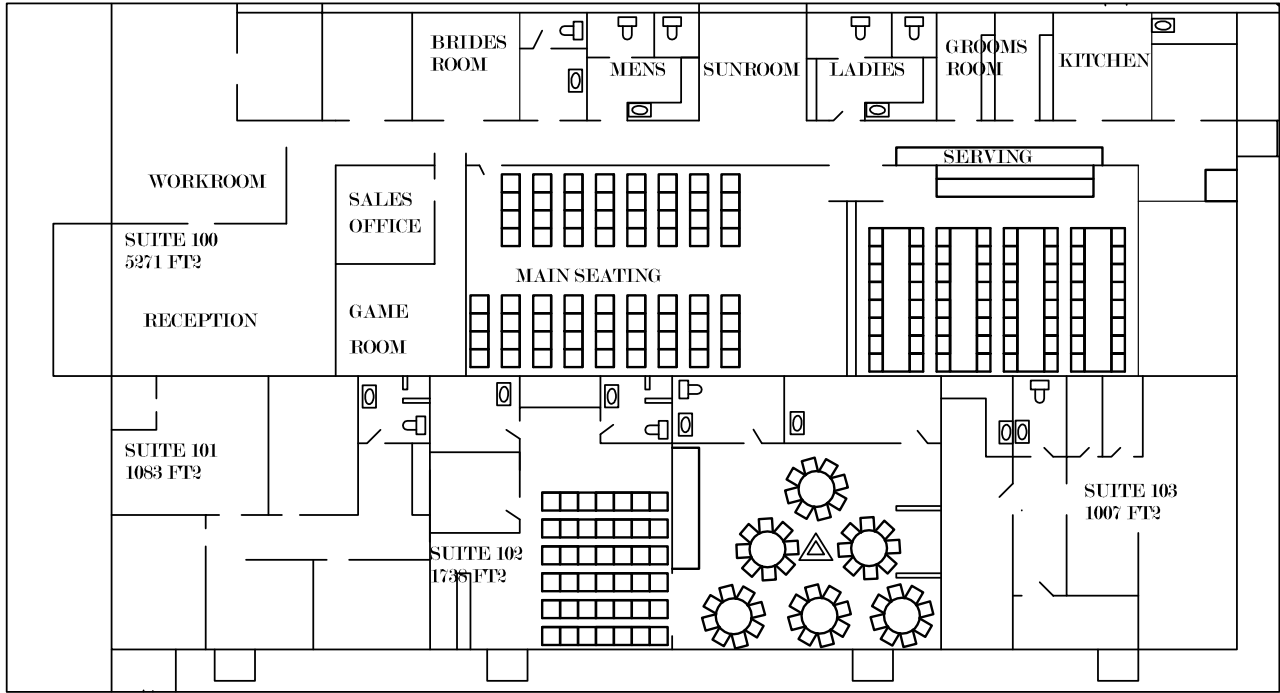
The SUP was revised on 4-8-14 to reflect good faith negotiations with area residents. The following concessions were made to the board of The Monterra Neighborhood Association. Outdoor events, once estimated to host 125 guests has been rescinded to terms below. It was agreed that the only outdoor operations would be wedding ceremonies as requested in the garden area of the client's choice. Subsequent receptions and parties will be relocated to the indoor areas with all outdoor night-time activities to end by 9:00 pm. The staff will utilize existing lighting as needed to restore the grounds. It was agreed that this reduction of the proposed outdoor occupancy would contribute significantly to the concerns of noise and traffic as voiced in earlier hearings.

Marcel's at Monterra has agreed to attend homeowner's association meetings as requested to work together to address any unforeseen issues that may arise. We affirmed our commitment to enhance the neighborhoods gateway as the center grows, adding aesthetic improvements and privacy safeguards for both neighbors and clients. We agree to maintain the friendly cooperation with the neighborhood park and creek area on adjoining property lines, and foresee no changes to the use of these areas by the neighborhood.

Seating Layout and Outdoor Amenities

SEATING LAYOUT

SCALE 1:20



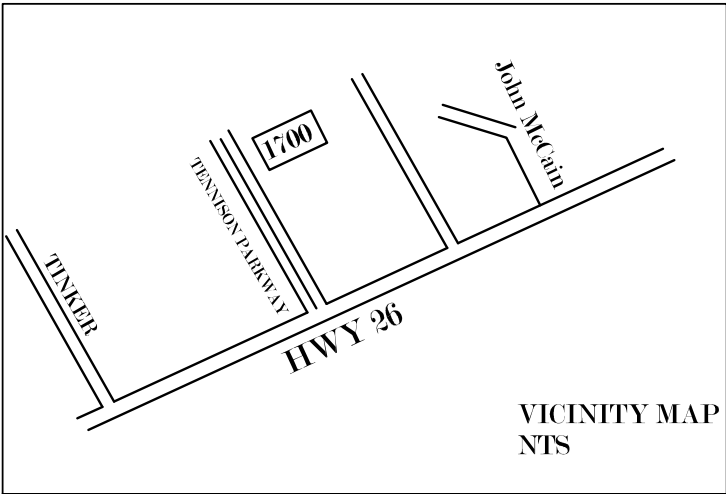
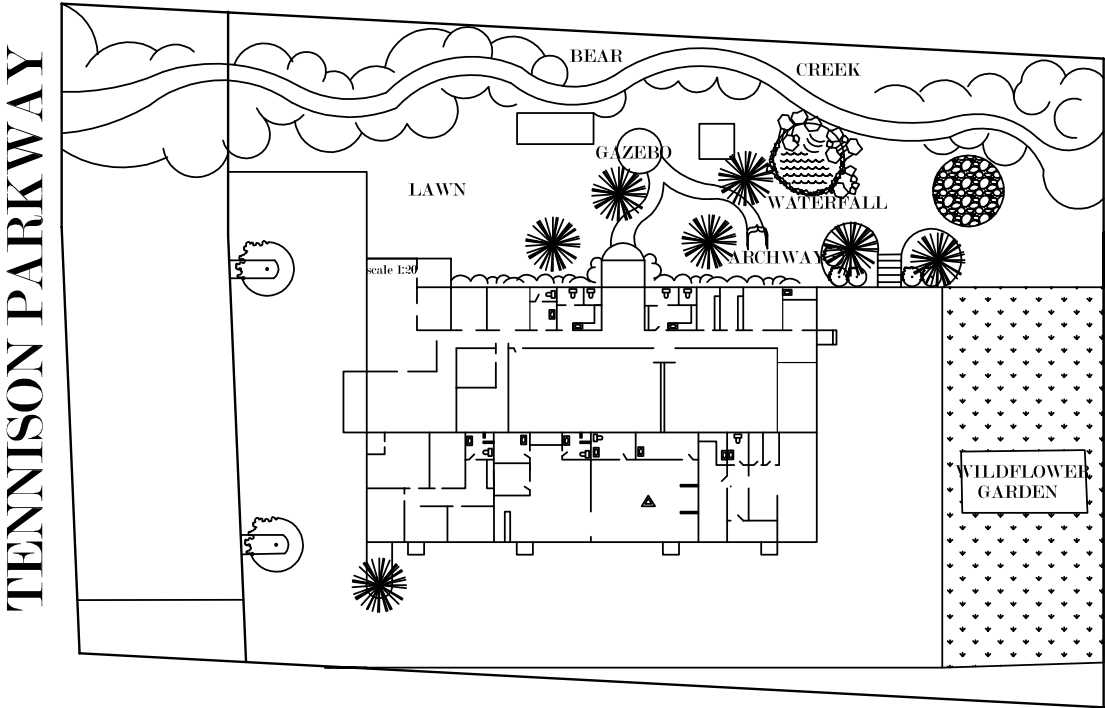
REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED

Monterra Gallery 2/14 RS

Monterra Gallery 4/8 RS

LOT 1R1

scale 1:50



VICINITY MAP
NTS

AVIAN
Landscape & Environmental Design & Consulting
2080 RAVENWOOD DR
ROANOKE, TX 76262
Contact: Robin Scheuerman
903-732-8426

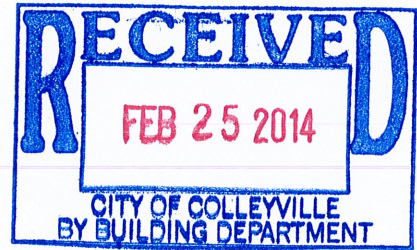
Monterra Gallery SUP

1700 Tennison Parkway
Colleyville, TX 76034

SIZE B	FSCM NO.	DWG NO. PROPOSED	REV
SCALE 1:20	SHEET 1 of 1		

Shared Parking Agreement

PARKING AGREEMENT SHARED PARKING



THE STATE OF TEXAS COUNTY OF TARRANT

THIS PARKING AGREEMENT is made and entered into as of Aug 5, 2013 by and between

Menarch Photographic Corp and Luis F. Pardo

WHEREAS, Menarch Photographic Corp is the owner of

1700-1704 Tennyson Pkwy located at within the City of Colleyville, Texas

WHEREAS, Luis F. Pardo is the owner of

1704 and 1706 Tennyson Pkwy located at within the City of Colleyville, Texas

WHEREAS in order for properties to be utilized as commercial office space as well as special events centers.

NOW, THEREFORE, in consideration of the mutual covenant and agreements set forth herein,

the sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. Agreement applies to only the mutual use of parking areas
2. This grant of Easement between the two properties is mutually granted with conditions.
 - a. Special event usage is unlimited during non-business (before 8:00 am and after 5:00 pm) hours on weekends and Holidays.
 - b. Special event and business usage during normal business hours will not exceed the scope of parking available to each properties individual capacity unless:
 1. prior notification is posted 3 days in advance to owners and tenants and
 2. no written objections are communicated during notification period.
 - c. The easement is nonexclusive and irrevocable, but only for so long as the mutual properties are used for the purposes stated above. This Easement shall remain in full

Shared Parking Agreement

force and effect for so long as the property use adheres to the description above. Changes to said land use is null and void by its own terms, and shall not be required to file any release, termination or other document to evidence the termination of this Easement.

MAINTENANCE & LIABILITY:

1. Maintenance and liability shall remain unchanged from current individual responsibilities.
2. No Portion of the drives or parking areas on the neighboring property shall be used for any purpose other than authorized by this instrument. No fence, barricade, or improvement shall be constructed by either party that would prohibit the use of the or the for the Easement purpose.
3. It is mutually agreed that the intention of the parties is that this Agreement is for the private benefit of the parties and their respective successors and assigns and shall be strictly limited to and for the purposes herein expressed.
4. The rights and obligations contained in this Agreement and the terms and condition hereof shall be deemed to be covenants running with the land and binding upon the parties and their respective successors and assigns.

Luis F Pardo

(property owner)

Luis F. Pardo

(printed name)

[Signature]

(signature)

(title)

Robin Scheuerman/MPC

(property owner)

Robin Scheuerman

(printed name)

[Signature]

(signature)

VP Monarch Photo Corp

(title)

Shared Parking Agreement

STATE OF TEXAS COUNTY OF Tarrant

This instrument was acknowledged before me on by

August 5, 2013
(date)

Notary Public, State of Texas

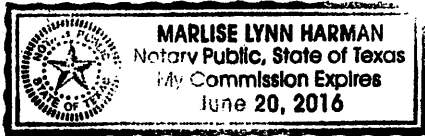
STATE OF TEXAS COUNTY OF Tarrant

This instrument was acknowledged before me on by

Aug 6 2013
(date)

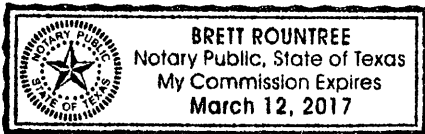
Luis Pardo
(property owner)

Brent Monarch Photo Corp
property owner)



Marlise L. Harman 8-5-13

Notary Public, State of Texas



Brett Rountree

8-6-13

Shared Parking Agreement

MARY LOUISE GARCIA

COUNTY CLERK



100 West Weatherford Fort Worth, TX 76196-0401

PHONE (817) 884-1195

MONARCH PHOTOGRAPHIC CORP
1700 - 1704 TENNISON PKWY
COLLEYVILLE, TX 76034

Submitter: ROBIN SCHEUERMAN

DO NOT DESTROY
WARNING - THIS IS PART OF THE OFFICIAL RECORD.

Filed For Registration: 8/21/2013 12:55 PM

Instrument #: D213222148

A

4

PGS

\$24.00

By: _____

Mary Louise Garcia

D213222148

ANY PROVISION WHICH RESTRICTS THE SALE, RENTAL OR USE OF THE DESCRIBED REAL PROPERTY
BECAUSE OF COLOR OR RACE IS INVALID AND UNENFORCEABLE UNDER FEDERAL LAW.

Street View



ORDINANCE 0-98-1098

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING OF 63.832 ACRES OUT OF THE HARRELL HUGHES SURVEY, ABSTRACT 656, TRACTS 2E, 2F AND 2, AND THE ABSALOM J. LOTT SURVEY, ABSTRACT 963, TRACTS 3A1, 2E AND 2F, IN THE CITY OF COLLEYVILLE, TEXAS FROM THE AG (AGRICULTURAL) AND ML (LIGHT MANUFACTURING) DISTRICTS TO THE PUD-R (PLANNED UNIT DEVELOPMENT-RESIDENTIAL) DISTRICT; PROVIDING A PENALTY AND AUTHORIZING PUBLICATION.

WHEREAS, an application for zoning change was filed by Don Allen, Carter & Burgess, Inc., on March 13, 1998 under Case No. Z-98-016; and,

WHEREAS, notice of a hearing before the Planning and Zoning Commission was sent to real property owners within 200 feet of the property herein described at least 10 days before such hearing; 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; and,

WHEREAS, notices were posted on the subject land as provided by the zoning ordinance; and,

WHEREAS, public hearings to change the zoning and the Master Plan on the property herein described were held before both the Planning and Zoning Commission and the City Council, and the Planning and Zoning Commission has heretofore made a recommendation; and,

WHEREAS, the City Council is of the opinion that the zoning change herein effectuated furthers the purpose of zoning as set forth in the Zoning Ordinance and is in the best interest 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** the Master Plan, the Zoning Ordinance of the City of Colleyville, Texas, and the accompanying Zoning Map (as indicated in Exhibit A) are hereby amended insofar as they relate to certain land located in Colleyville, Texas, described by metes and bounds (Exhibit B) by changing the zoning of said property from the AG and ML districts to the PUD-R district together with all site plans, supporting documents, and other conditions and

restrictions imposed and approved by the Council which are incorporated herein by reference including, but not limited to the site plan which is Attachment 1 to this ordinance; the planning objectives which are Attachment 2 to this ordinance; the left turn lane detail conceptual plan which is Attachment 3 to this ordinance; the landscape concept plan which is Attachment 4 to this ordinance; and the preliminary drainage and utility plan which is Attachment 5 to this ordinance.

Sec. 2. Any person, firm or corporation violating any of the provisions of this ordinance as read together with the Zoning Ordinance of the City of Colleyville and accompanying official Zoning Map thereto shall be guilty of a misdemeanor and upon conviction thereof shall be fined in 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. 3. 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.

AND IT IS SO ORDERED.

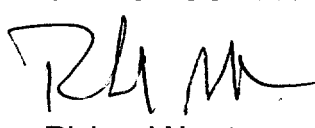
The first reading and public hearing being conducted on the 2nd day of June, 1998.

The second reading and public hearing being conducted on the 16th day of June, 1998. TABLED BY THE CITY COUNCIL ON JUNE 16, APPROVED BY THE CITY COUNCIL ON JULY 21, 1998, BY A VOTE OF 5-0-0.

ATTEST:

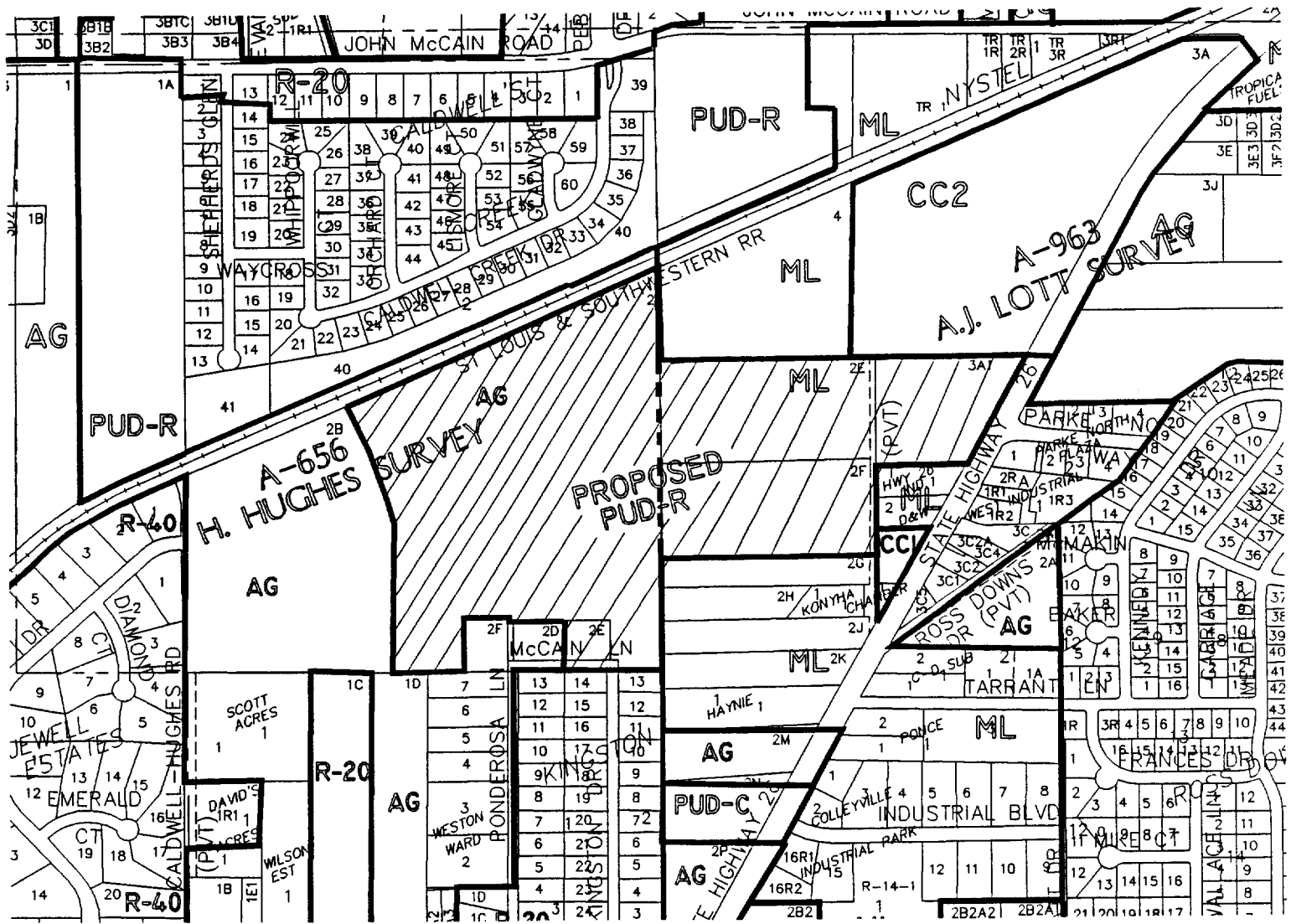
CITY OF COLLEYVILLE


Jean Harris, CMC
City Secretary


Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:


Ross T. Foster
City Attorney



ORDINANCE O-98-1098
EXHIBIT "A"

BRENTWOOD MANOR PUD ZONING REQUEST

BOUNDARY DESCRIPTION

BEING a tract of land situated in the Harrell Hughes Survey, Abstract No. 656 and the Absalom J. Lott Survey, Abstract No. 963, in the City of Colleyville, Tarrant County, Texas and being more particularly described as follows:

BEGINNING at a concrete monument found for corner, said point being the southeast corner of a tract of land as conveyed to Robert Weese and wife, Mary L. Weese by deed recorded in Volume 4047, Page 249 of the Deed Records of Tarrant County, Texas, said point also being 1186.30 feet west of the southeast corner of the above said Harrell Hughes Survey;

THENCE N. 00°15'23" W, 647.13 feet along the east line of the said Weese tract to a concrete monument found for corner;

THENCE N. 13°34'58" W., 200.74 feet continuing along the said east line of the Weese tract to a concrete monument found for corner;

THENCE N. 24°39'43" W., 364.93 feet continuing along the said east line of the Weese tract to a concrete monument found for corner on the southerly line of the Dart Rail Right-of-way as recorded in Volume 54, Page 609 of the Deed Records of Tarrant County, Texas;

THENCE N. 66°20'07" E., 1507.89 feet along the said southerly line of the Dart Rail Right-of-way to a concrete monument found for corner;

THENCE S. 00°12'24" E., 420.00 feet leaving the said southerly line of the Dart Rail Right-of-way to a ½" iron rod set for corner;

THENCE N. 89°47'36" E., 912.80 feet to a ½" iron rod found for corner;

THENCE N. 85°51'19" E., 691.72 feet to a ½" iron rod found for corner being on the west line of Colleyville Boulevard (a variable width right-of-way);

THENCE S. 28°22'54" W., 553.14 feet along the said west line of Colleyville Boulevard to a ½" iron rod set for corner;

THENCE S. 87°48'59" W., 409.85 feet leaving the said west line of Colleyville Boulevard to a ½" iron rod set for corner;

THENCE S. 02°12'24" E., 392.99;

THENCE S. 89°47'36" W., 942.31;

THENCE S. 00°12'24" E., 517.07;

THENCE S. 89°57'56" W., 187.84;

THENCE N. 00°07'52" W., 60.00 feet;

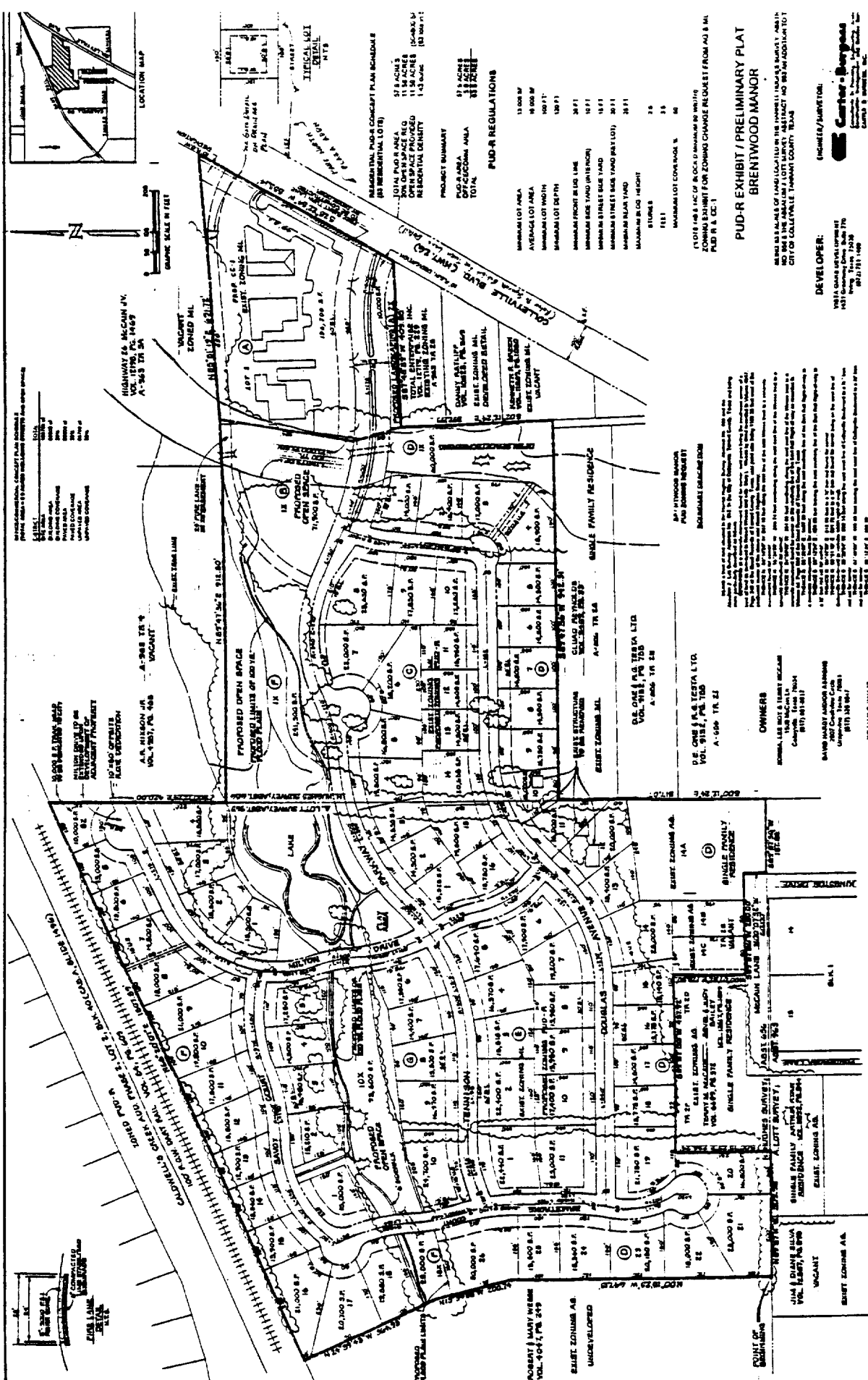
THENCE S. 89°57'56" W., 250 feet;

THENCE N. 00°07'52" W., 178.50 feet;

THENCE S. 89°57'56" W., 437.92 feet;

THENCE S 00°15'23" E., 235.24 feet to a ¼" iron rod found for corner, said point being on the north line of the Weston Ward Addition, an addition to the City of Colleyville as recorded in Volume 388-17, Page 397 of the Deed Records of Tarrant County, Texas;

THENCE N. 89°57'11" W., 309.96 feet along the said north line of Weston Ward Addition to the Point of Beginning and containing 63.832 acres of land.



ORDINANCE O-98-1098
ATTACHMENT - 1

RCVD 07/21/98

NOTES: 1. The applicant has provided a copy of the final plat to the City of Columbia for review. 2. The applicant has provided a copy of the final plat to the County of Boone for review. 3. The applicant has provided a copy of the final plat to the State of Missouri for review. 4. The applicant has provided a copy of the final plat to the Federal Government for review. 5. The applicant has provided a copy of the final plat to the local utility companies for review. 6. The applicant has provided a copy of the final plat to the local fire department for review. 7. The applicant has provided a copy of the final plat to the local police department for review. 8. The applicant has provided a copy of the final plat to the local health department for review. 9. The applicant has provided a copy of the final plat to the local environmental agency for review. 10. The applicant has provided a copy of the final plat to the local historical society for review. 11. The applicant has provided a copy of the final plat to the local chamber of commerce for review. 12. The applicant has provided a copy of the final plat to the local business association for review. 13. The applicant has provided a copy of the final plat to the local residents association for review. 14. The applicant has provided a copy of the final plat to the local school district for review. 15. The applicant has provided a copy of the final plat to the local library for review. 16. The applicant has provided a copy of the final plat to the local post office for review. 17. The applicant has provided a copy of the final plat to the local newspaper for review. 18. The applicant has provided a copy of the final plat to the local radio station for review. 19. The applicant has provided a copy of the final plat to the local television station for review. 20. The applicant has provided a copy of the final plat to the local cable company for review. 21. The applicant has provided a copy of the final plat to the local telephone company for review. 22. The applicant has provided a copy of the final plat to the local electric company for review. 23. The applicant has provided a copy of the final plat to the local gas company for review. 24. The applicant has provided a copy of the final plat to the local water company for review. 25. The applicant has provided a copy of the final plat to the local sewer company for review. 26. The applicant has provided a copy of the final plat to the local trash company for review. 27. The applicant has provided a copy of the final plat to the local waste management company for review. 28. The applicant has provided a copy of the final plat to the local recycling company for review. 29. The applicant has provided a copy of the final plat to the local composting company for review. 30. The applicant has provided a copy of the final plat to the local organic farming company for review. 31. The applicant has provided a copy of the final plat to the local sustainable living company for review. 32. The applicant has provided a copy of the final plat to the local green building company for review. 33. The applicant has provided a copy of the final plat to the local energy efficient company for review. 34. The applicant has provided a copy of the final plat to the local water saving company for review. 35. The applicant has provided a copy of the final plat to the local air conditioning company for review. 36. The applicant has provided a copy of the final plat to the local heating company for review. 37. The applicant has provided a copy of the final plat to the local insulation company for review. 38. The applicant has provided a copy of the final plat to the local window treatment company for review. 39. The applicant has provided a copy of the final plat to the local door company for review. 40. The applicant has provided a copy of the final plat to the local lock company for review. 41. The applicant has provided a copy of the final plat to the local alarm company for review. 42. The applicant has provided a copy of the final plat to the local security company for review. 43. The applicant has provided a copy of the final plat to the local fire alarm company for review. 44. The applicant has provided a copy of the final plat to the local burglar alarm company for review. 45. The applicant has provided a copy of the final plat to the local panic alarm company for review. 46. The applicant has provided a copy of the final plat to the local carbon monoxide alarm company for review. 47. The applicant has provided a copy of the final plat to the local smoke alarm company for review. 48. The applicant has provided a copy of the final plat to the local flood alarm company for review. 49. The applicant has provided a copy of the final plat to the local gas alarm company for review. 50. The applicant has provided a copy of the final plat to the local carbon dioxide alarm company for review. 51. The applicant has provided a copy of the final plat to the local oxygen alarm company for review. 52. The applicant has provided a copy of the final plat to the local nitrogen alarm company for review. 53. The applicant has provided a copy of the final plat to the local argon alarm company for review. 54. The applicant has provided a copy of the final plat to the local helium alarm company for review. 55. The applicant has provided a copy of the final plat to the local neon alarm company for review. 56. The applicant has provided a copy of the final plat to the local krypton alarm company for review. 57. The applicant has provided a copy of the final plat to the local xenon alarm company for review. 58. The applicant has provided a copy of the final plat to the local cesium alarm company for review. 59. The applicant has provided a copy of the final plat to the local barium alarm company for review. 60. The applicant has provided a copy of the final plat to the local lanthanum alarm company for review. 61. The applicant has provided a copy of the final plat to the local cerium alarm company for review. 62. The applicant has provided a copy of the final plat to the local praseodymium alarm company for review. 63. The applicant has provided a copy of the final plat to the local neodymium alarm company for review. 64. The applicant has provided a copy of the final plat to the local promethium alarm company for review. 65. The applicant has provided a copy of the final plat to the local samarium alarm company for review. 66. The applicant has provided a copy of the final plat to the local europium alarm company for review. 67. The applicant has provided a copy of the final plat to the local gadolinium alarm company for review. 68. The applicant has provided a copy of the final plat to the local terbium alarm company for review. 69. The applicant has provided a copy of the final plat to the local dysprosium alarm company for review. 70. The applicant has provided a copy of the final plat to the local holmium alarm company for review. 71. The applicant has provided a copy of the final plat to the local erbium alarm company for review. 72. The applicant has provided a copy of the final plat to the local thulium alarm company for review. 73. The applicant has provided a copy of the final plat to the local ytterbium alarm company for review. 74. The applicant has provided a copy of the final plat to the local lutetium alarm company for review. 75. The applicant has provided a copy of the final plat to the local hafnium alarm company for review. 76. The applicant has provided a copy of the final plat to the local tantalum alarm company for review. 77. The applicant has provided a copy of the final plat to the local niobium alarm company for review. 78. The applicant has provided a copy of the final plat to the local molybdenum alarm company for review. 79. The applicant has provided a copy of the final plat to the local ruthenium alarm company for review. 80. The applicant has provided a copy of the final plat to the local rhodium alarm company for review. 81. The applicant has provided a copy of the final plat to the local palladium alarm company for review. 82. The applicant has provided a copy of the final plat to the local silver alarm company for review. 83. The applicant has provided a copy of the final plat to the local cadmium alarm company for review. 84. The applicant has provided a copy of the final plat to the local indium alarm company for review. 85. The applicant has provided a copy of the final plat to the local tin alarm company for review. 86. The applicant has provided a copy of the final plat to the local antimony alarm company for review. 87. The applicant has provided a copy of the final plat to the local tellurium alarm company for review. 88. The applicant has provided a copy of the final plat to the local selenium alarm company for review. 89. The applicant has provided a copy of the final plat to the local arsenic alarm company for review. 90. The applicant has provided a copy of the final plat to the local germanium alarm company for review. 91. The applicant has provided a copy of the final plat to the local gallium alarm company for review. 92. The applicant has provided a copy of the final plat to the local zinc alarm company for review. 93. The applicant has provided a copy of the final plat to the local copper alarm company for review. 94. The applicant has provided a copy of the final plat to the local nickel alarm company for review. 95. The applicant has provided a copy of the final plat to the local cobalt alarm company for review. 96. The applicant has provided a copy of the final plat to the local iron alarm company for review. 97. The applicant has provided a copy of the final plat to the local manganese alarm company for review. 98. The applicant has provided a copy of the final plat to the local chromium alarm company for review. 99. The applicant has provided a copy of the final plat to the local vanadium alarm company for review. 100. The applicant has provided a copy of the final plat to the local niobium alarm company for review.

DEVELOPER:

WILLIAM S. WYATT
1431 Quaker Drive, Suite 700
Columbia, MO 65201
Phone: (314) 435-1100
Fax: (314) 435-1101
Email: wyatt@wyatt.com

SCALE: 1"=400'

DATE: 7/21/98

ENGINEER/ARCHITECT:
Carter-Burgess
1431 Quaker Drive, Suite 700
Columbia, MO 65201
Phone: (314) 435-1100
Fax: (314) 435-1101
Email: carter-burgess@carter-burgess.com

DATE: 7/21/98
SUBMITTED: 7/21/98
REVISED: 7/21/98
REVISED: 7/21/98
REVISED: 7/21/98
REVISED: 7/21/98

CBS 11/11/98

BRENTWOOD MANOR PUD APPLICATION

Statement of Planning Objectives:

The primary objective of this PUD application is to establish a residential neighborhood. The lots will be an average of 16,000 sf with a minimum lot size of 13,000 sf. The existing creeks crossing the property will be preserved where possible, creating open spaces and responding the natural character of the land. The open spaces will be owned and maintained by a mandatory homeowners association made up of the residents of the community.

In addition, three community commercial lots will be created by this PUD, which will be in character with the adjacent uses along Colleyville Boulevard.

Development Schedule

The platting and engineering of this property will commence immediately upon approval of the PUD zoning. The development schedule anticipates having developed residential lots available for building permit by autumn of 1998.

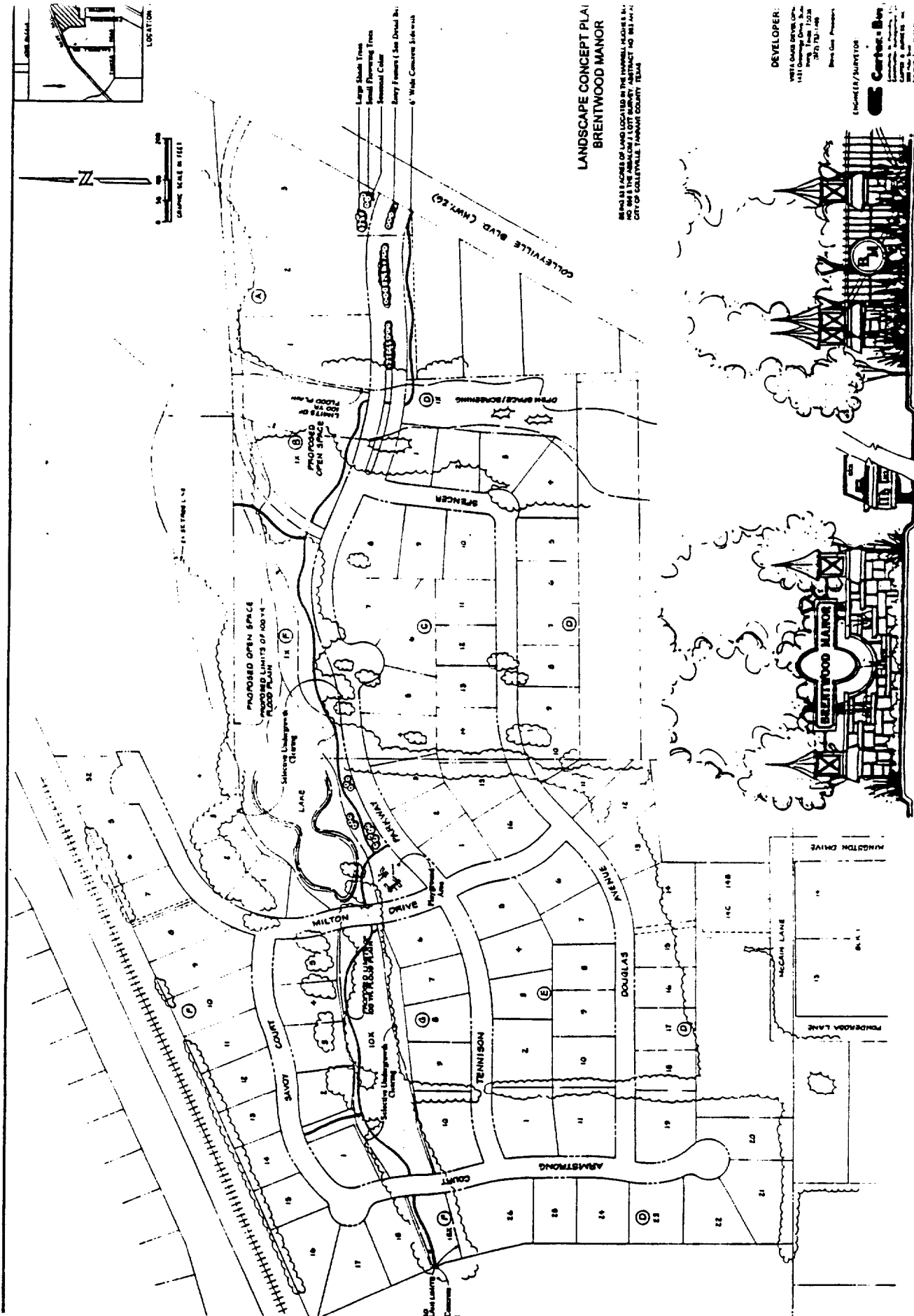
Statement of Proposed Ownership

These parcels are to be owned and developed by Vista Oaks Development, 1431 Greenway Drive, Suite 770, Irving, Texas 75038 (Steve Gee, President).

Statement of Utilities to be Provided

Water service to this site will be provided by connecting to an existing 12" water main in Colleyville Boulevard. A second water feed will be established by connecting to an existing main in McCain Lane.

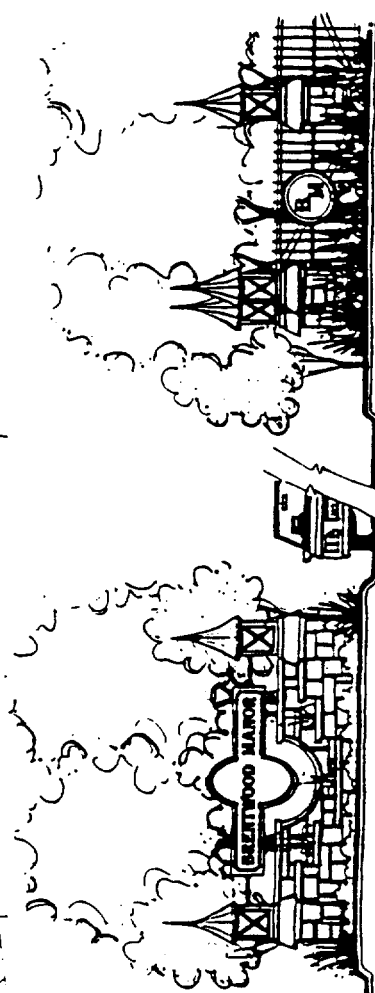
Sewer service will be provided by constructing an offsite main north and east of the property, along the existing creek, to connect to City sewer mains at John McCain Road. The City staff has been working other parties regarding this sewer routing for several months in anticipation of development.



LANDSCAPE CONCEPT PLAN BRENTWOOD MANOR

BEING 81.1 ACRES OF LAND LOCATED IN THE HARBORLANDS IN
NO. 865 THE ABSTRACT 1 LOT SURVEY ABSTRACT NO. 865 IN
CITY OF LOUISVILLE, JEFFERSON COUNTY, KENTUCKY

DEVELOPER:
WEST OAKS DEVELOPMENT, INC.
1411 Channing Drive, Suite 100
Longmont, CO 80501
(303) 771-1000
Brentwood Manor
ENGINEER/ARCHITECT:
Carter & Boy
1411 Channing Drive, Suite 100
Longmont, CO 80501
(303) 771-1000

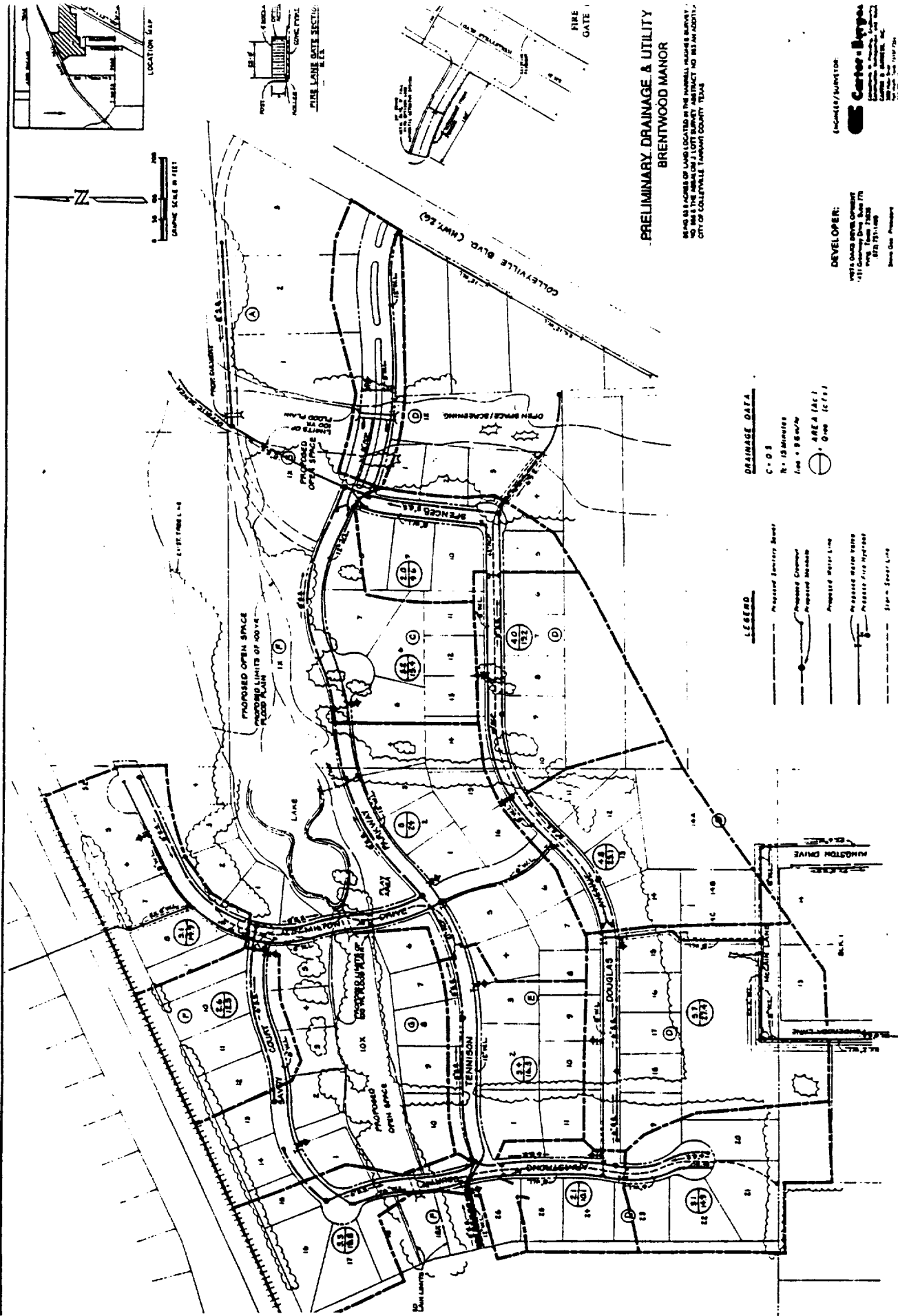


Entry Feature Elevation
NOT TO SCALE



Entry Feature Elevation

Not To Scale



ORDINANCE O-14-1915

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP BY CHANGING THE ZONING ON LOT 1R1, BLOCK 1 OF THE MONTERRA PLACE ADDITION, LOCATED AT 1700 TENNISON PARKWAY, BY AUTHORIZING A SPECIAL USE PERMIT FOR A WEDDING CHAPEL; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a rezoning under Case No. ZC14-002; 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 Lot 1R1, Block 1, of Monterra Place Addition, located at 1700 Tennison Parkway, by authorizing a Special Use Permit for a wedding chapel, as depicted on Exhibit "A".
- Sec. 3. THAT the Official Zoning Map of the City of Colleyville be amended to incorporate the zoning change approved herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. HOURS OF OPERATION AND MAXIMUM NUMBER OF ATTENDEES

- a. The hours of operation and maximum number of attendees for indoor receptions and party events shall be as follows:

Sunday – Thursday: 7:00 a.m. – 10:00 p.m.

Friday – Saturday: 7:00 a.m. – 11:00 p.m.

The maximum number of attendees for indoor events is 125 people at any one time.

- b. The hours of operation and maximum number of attendees for outdoor wedding ceremonies shall be as follows:

Sunday – Saturday: 7:00 a.m. – 9:00 p.m.

The maximum number of attendees for outdoor events is 65 people.

- c. This development shall be generally consistent with the Statement of Planning Objectives, attached as Exhibit "B".

2. GENERAL

- a. The uses allowed by this Special Use Permit shall be for a wedding chapel. The following shall be acceptable accessory uses: business, conference, birthday, graduation, anniversary, or other special receptions, or party events.
- b. The Special Use Permit shall automatically expire upon the abandonment of the business; change in use or upon the expiration or termination of the Certificate of Occupancy for the wedding chapel.
- c. The site and building layout of the wedding chapel shall generally conform to Exhibit "C".
- d. Whenever any alcoholic beverages are served and/or are present on the premises in conjunction with any event authorized by this ordinance, an off-duty police officer shall be present on the subject property during the duration of said event.

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 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 by City Council on the 6th day of May 2014.

The second reading and public hearing being conducted by City Council on the 13th day of May 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 –Location and Zoning Map

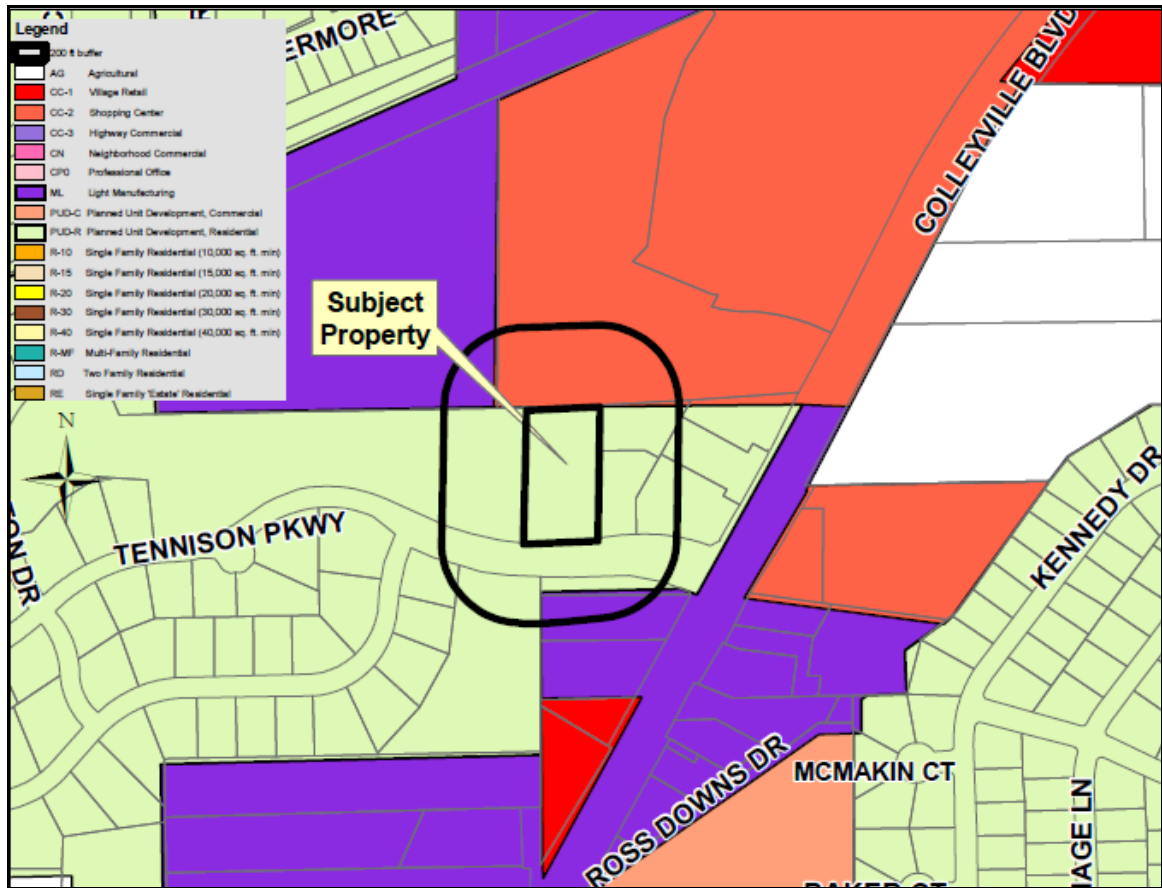


Exhibit B–Statement of Planning Objectives (1 of 2)

Monarch Photographic Corp
1700 Tennison Parkway
Colleyville, TX 76034

MONTERRA PLACE SUP Statement of Planning Objectives

Concept

The Monarch Photographic Corporation currently operates the metroplex's largest facility at our “**Marcel's at Monterra**” studios, located along Bear Creek, one block west from Colleyville Boulevard on Tennison Parkway in the Monterra Place Addition. Our company has provided graduating senior photography services to school districts since 1962. The facility covers nearly 9000 sq. ft. on a 2 acre site on Bear Creek. Indoors, the studio is quite elegant complete with chandelier, 25 ft. ceiling, baby grand piano, dressing areas, sunroom and kitchenette on the west side. The east side space is utilized as overflow studio and additional proposed venue space. Our outdoor portrait park contains a half-acre wildflower garden, year round stream, gazebo, archways, terraces, waterfall, and large lawn to facilitate superior imaging. Because of the picturesque setting, we are often beset with requests to hold special events at this location from our clients, their families, and school groups seeking banquet locations.

Market Research

Citing a lack of small event venues in the City of Colleyville, our feedback from the public has been quite favorable. The location is far removed from both busy roads and residential neighborhoods, separated by a natural stream corridor, and is a pleasing respite for the passing motorists entering the Monterra subdivision. We foresee a highly sought after venue that will generate funding to further develop the garden spot we have created.

Conversion Activity and Occupancy

With the SUP dual use designation, we will be converting space in two (of four) camera rooms. There will be no construction involved in the conversion of the rooms, other than rearranging of sets, screening those that remain, setting up tables and seating, and cleaning. Including the hosts and support staff, proposed occupancy of the west side studio is 75 people (including 10 support staff). The east side space is event ready for parties of 55 (including support staff). The facility possesses 39 parking spaces and has secured a shared parking arrangement with the adjacent property owner for 35 more. There is also additional street side parking on the unnamed road at the rear of the complex, outside of the fire lane. Outdoor events will be available to the extent they do not interfere with our photographic sets. Clients will be given their choice of sets (gazebo, waterfall, arch, or patio) for outdoor ceremonies. Maximum attendance for the outdoor ceremonies is 65 people. Outdoor operation hours are between 7:00 am and 9:00 pm to comply with Code of Ordinances, Article II, Section 42.27. Late night or early morning cleaning crews may be present indoors as need arises. The facility will not apply for TABC licenses at this time, and will not sell alcoholic beverages. All catering, florist, and equipment services will be supplied from off-site contractors.

Exhibit B-Statement of Planning Objectives (2 of 2)

Economic Development

Operation of the facility will require the hiring of six new employees to set up/ tear down, host events, and provide security. Traffic through the facility will likely increase from the 5,000 annual visits occurring currently, to perhaps 10,000 visits annually. Events likely occur on weekend/ weeknight schedules when the studio and adjacent businesses are not in operation, so impacts on traffic will be nominal. Indoor events will be completed by 10:00 pm weeknights and 11:00 pm on weekends. Once both venues are 100% utilized we estimate the additional revenues to the facility to generate \$16850 in additional sales tax revenues to the city (2%).

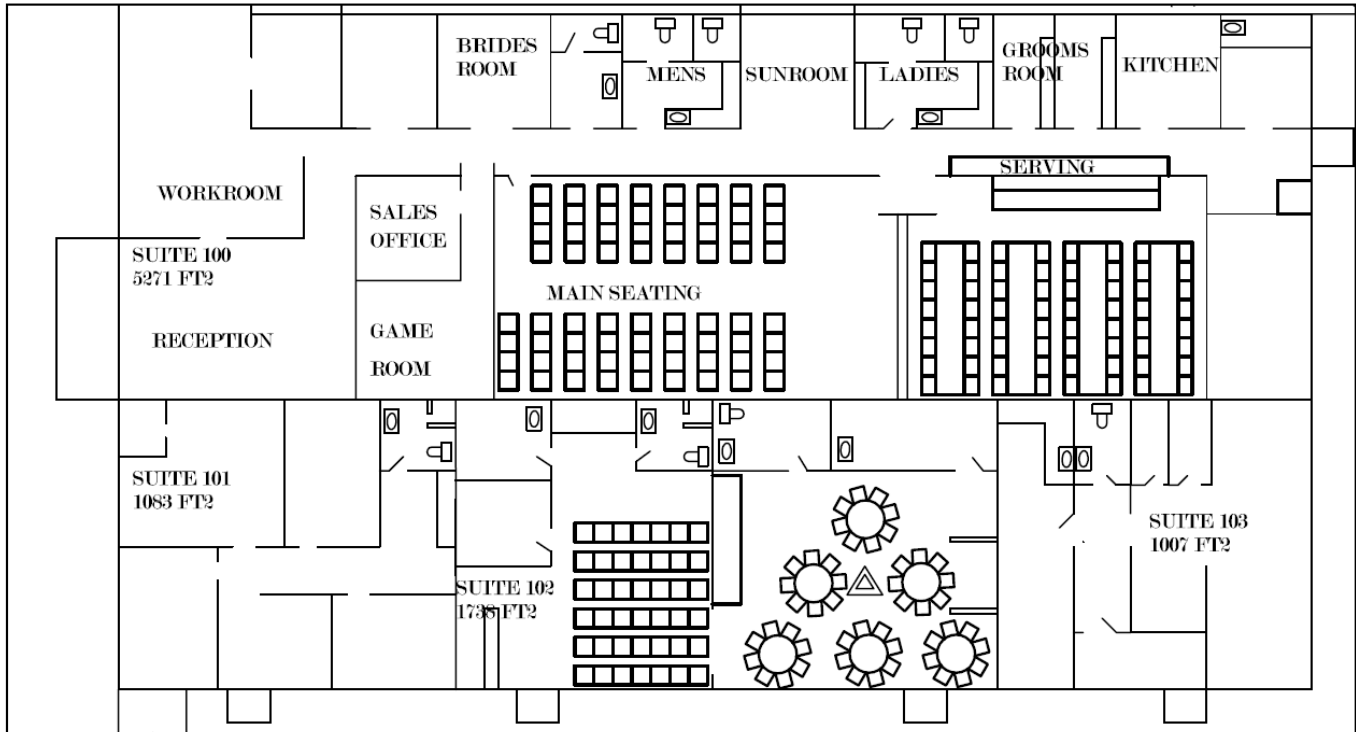
Negotiated Concessions

The SUP was revised on 4-8-14 to reflect good faith negotiations with area residents. The following concessions were made to the board of The Monterra Neighborhood Association. Outdoor events, once estimated to host 125 guests has been rescinded to terms below. It was agreed that the only outdoor operations would be wedding ceremonies as requested in the garden area of the client's choice. Subsequent receptions and parties will be relocated to the indoor areas with all outdoor night-time activities to end by 9:00 pm. The staff will utilize existing lighting as needed to restore the grounds. It was agreed that this reduction of the proposed outdoor occupancy would contribute significantly to the concerns of noise and traffic as voiced in earlier hearings.

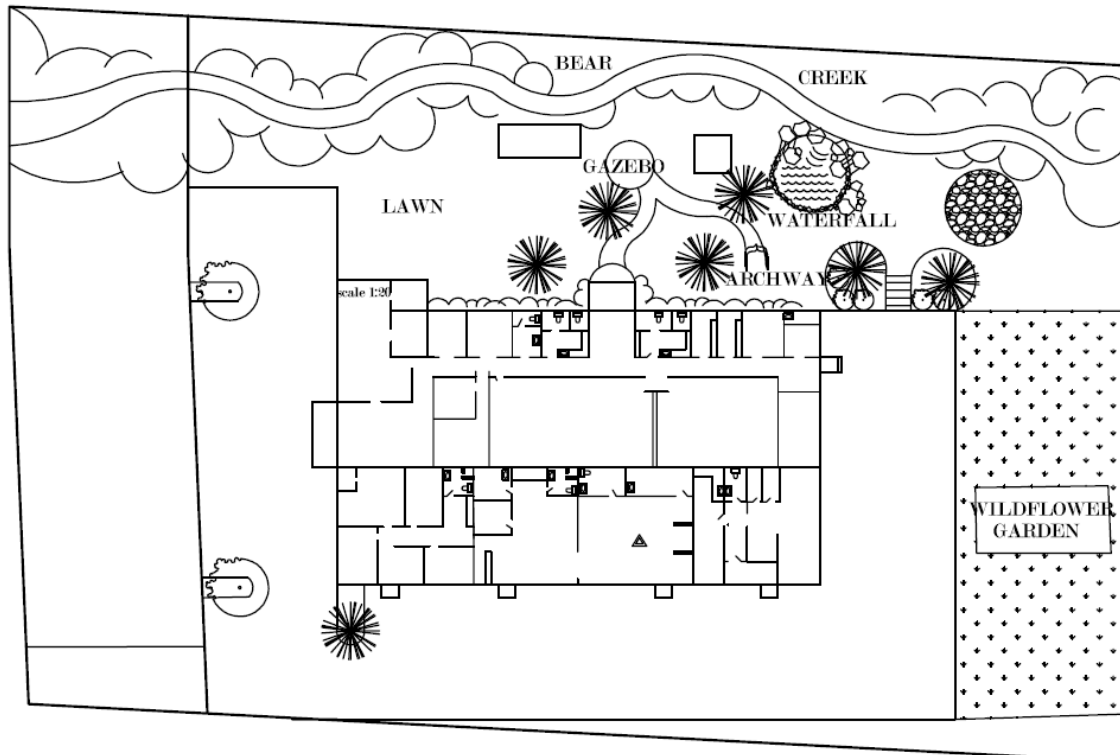
Marcel's at Monterra has agreed to attend homeowner's association meetings as requested to work together to address any unforeseen issues that may arise. We affirmed our commitment to enhance the neighborhoods gateway as the center grows, adding aesthetic improvements and privacy safeguards for both neighbors and clients. We agree to maintain the friendly cooperation with the neighborhood park and creek area on adjoining property lines, and foresee no changes to the use of these areas by the neighborhood.

Exhibit C – Seating Layout and Outdoor Amenities

Indoor Seating Layout



Outdoor Amenities





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b

Agenda Date 05/13/2014

Number Ordinance O-14-1916

Type Ordinance

Department Community Development

Title

Consideration of a request for a Special Use Permit for on-premise alcohol sales on Lot 3, Block 1, of the Tara Addition, located at 1009 Cheek-Sparger Road, Suite 122A, Case ZC14-003

Explanation

Second Reading and Public Hearing

There were no speakers regarding this request at the May 6, 2014 City Council meeting.

First Reading and Public Hearing

The applicant, Beatriz Dickson, has submitted a request for a Special Use Permit (SUP) to allow alcoholic beverage sales for on-premise consumption at 1009 Cheek-Sparger Road, Suite 122A. The subject property, Tara Village Shopping Center, is zoned CC-1-Village Retail district and is comprised of different businesses and vacant space totaling 39,902 square feet. The proposed space will be developed as a restaurant. Alcoholic beverage sales for on-premise consumption are allowed in the CC-1-Village Retail zoning district with the approval of a SUP.

Existing Conditions. The subject business will occupy 5,200 square feet of a suite in the middle portion of the building which was previously used as a restaurant with on-premise alcohol sales named Reposado's. Currently, there are retail and office uses occupying neighboring suites, along with some vacant space.

Proposed Restaurant. The applicant is proposing to open a new restaurant named Anna's Mexican Grill. As of the date of this briefing, the restaurant was issued a Certificate of Occupancy on April 21, 2014, and has opened. Alcohol sales are pending final approval of the SUP.

Parking. The Land Development Code requires one parking space per 100 square feet of gross floor area for a restaurant use. Given the size of the proposed restaurant, the applicant is required to have 52 parking spaces. Tara Village Shopping Center has 230 parking spaces; therefore, the use meets the requirements of the Land Development Code regarding parking.

The remaining uses for the property are a mix of office and retail uses. The Land Development Code requires one (1) parking space per 200 square feet for general retail use, and one (1) parking space per 300 square feet for general office use. Using the most restrictive ratio of one (1) space for every 200 square feet, the required

parking for the entire property is 200 parking spaces.

Hours of Operation. The applicant is proposing the hours of operation to be: Sunday through Thursday, 11:00 a.m. to 10:00 p.m.; and Friday and Saturday, 11:00 a.m. to 11:00 p.m.

Distance Requirements. The City of Colleyville Code of Ordinances require businesses that serve alcoholic beverages to be located at least 300 feet from a church, school, or public hospital. The distance is measured from property line to property line for schools, and from front door to front door along the street front property lines for churches and hospitals. The property is in compliance with this requirement.

Master Plan. The Colleyville Master Plan designates the future use of this area for retail and commercial land uses. The request is consistent with the goals and objectives of the Master Plan.

Surrounding Land Uses and Zoning. The adjacent property to the south and west is zoned PUD-C-Planned Unit Development-Commercial. The property is currently vacant, and is part of the Heritage Farms assisted and independent living community. The property to the immediate west is zoned CC-1-Village Retail and is developed for office use. The properties to the north are zoned PUD-R-Planned Unit Development-Residential, and are developed for single family residential uses. The property to the east is zoned CN-Neighborhood Commercial, and is developed for general office use. The City of Bedford is to the southeast of the site, and includes a single family residential subdivision.

Public Notification. Staff notified 50 property owners and homeowner associations within 500 feet of the subject property regarding this request. Notice was published in the *Fort Worth Star-Telegram* as required by state law and the Land Development Code. Staff has received one speaker card in favor of the request. The speaker is within the 500 foot buffer area.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request at the April 14, 2014 meeting by a vote of 5-0.

Summary. The proposed Special Use Permit would authorize the sale of alcoholic beverages for on-premise consumption. The Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership, or upon termination of the Certificate of Occupancy. The restaurant will be required to meet the 60 percent food versus 40 percent maximum alcohol sales requirement in the Code of Ordinances. The property satisfies the distance requirements to churches, schools, and public hospitals.

Financial Impact

There is no financial impact to the City.

Recommendation

Approval with the following conditions:

1. GENERAL

a. The Special Use Permit shall apply to the sale of alcoholic beverages for on-premise consumption in conjunction with a restaurant use only.

b. The name of the business authorized for on-premise alcohol sales by this Special Use Permit shall be called "Ana's Mexican Grill" and shall not exceed 5,200 square feet.

c. The Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership, or upon the expiration, or termination of the Certificate of Occupancy.

d. All requirements of the Land Development Code shall be met, except where amended herein.

2. HOURS OF OPERATION

a. The hours of operation shall be as follows:

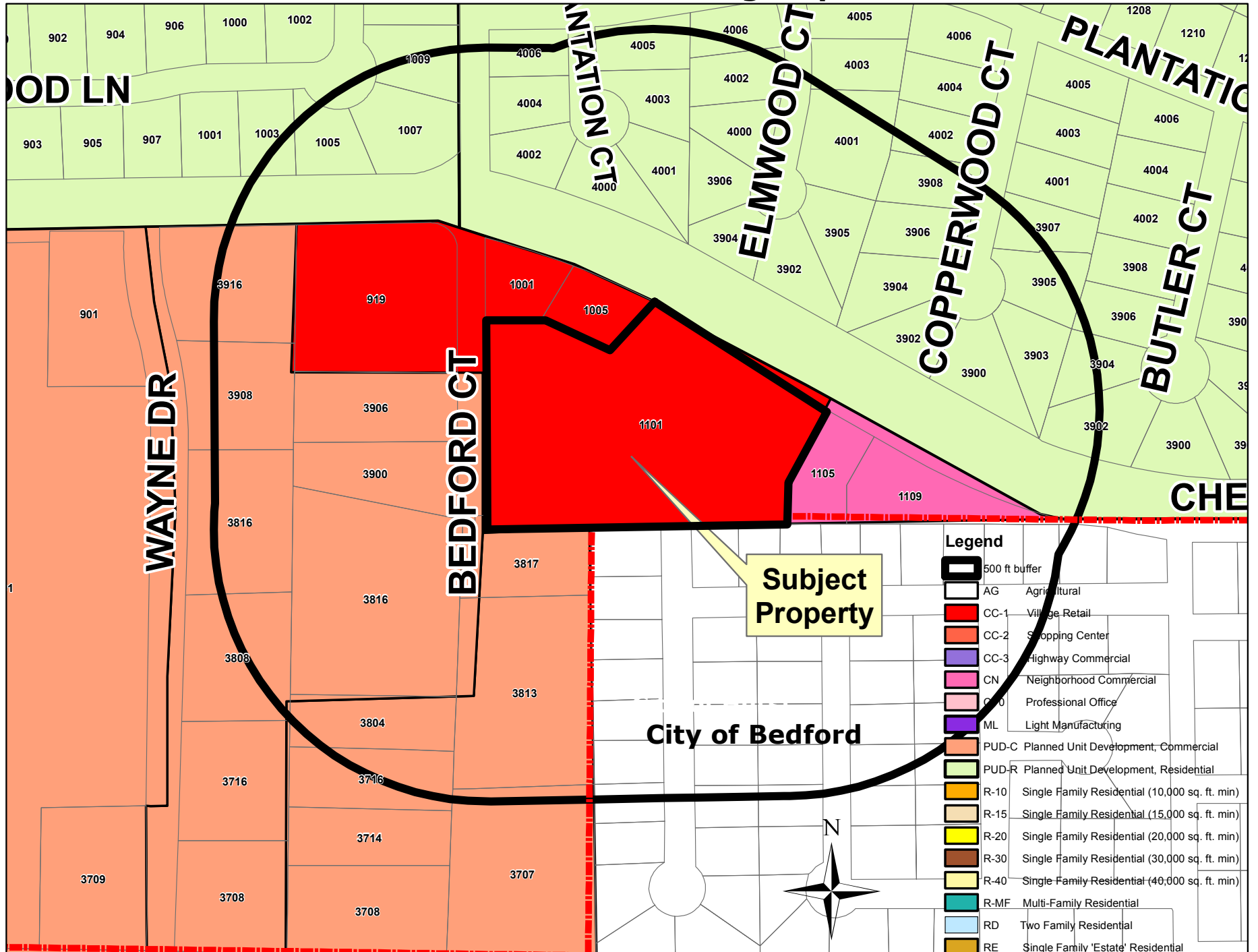
Sunday - Thursday: 11:00 a.m. - 10:00 p.m.

Friday - Saturday: 11:00 a.m. - 11:00 p.m.

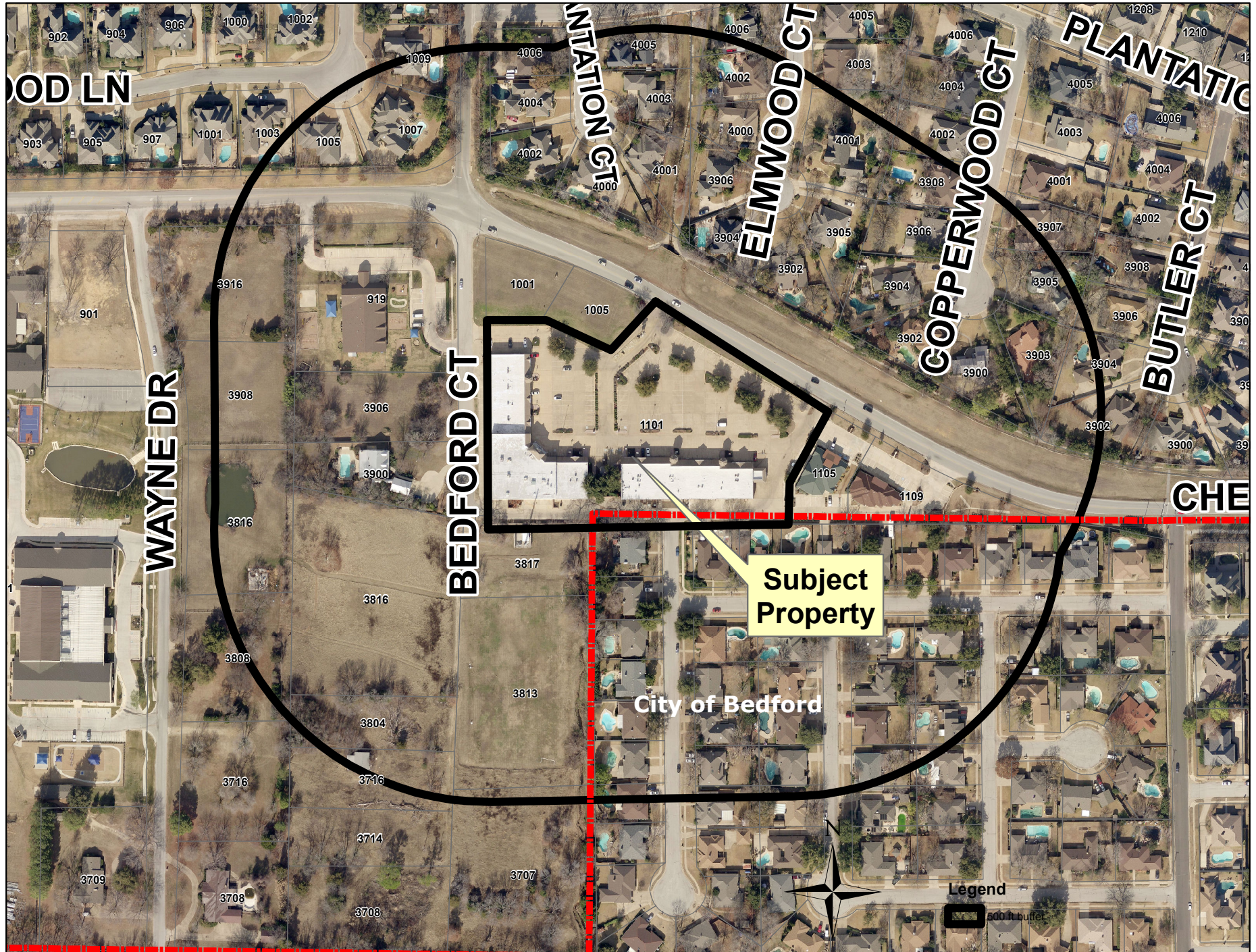
Attachments

1. Location and Zoning Map
2. Aerial
3. Notification List
4. Buffer Map
5. Speaker Card from April 14, 2014
6. Statement of Planning Objectives
7. Site Plan
8. Ordinance O-14-1916

Location and Zoning Map



Aerial



Notification List

Owner Name	Owner Address	Owner City	Site Address
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003804 BEDFORD CT
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003810 BEDFORD CT
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003900 BEDFORD CT
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003817 BEDFORD CT
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003716 BEDFORD CT
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003810 BEDFORD CT
BAERG, HAROLD J ETUX KATHLEEN	3848 CAMPUS DR STE 112	NEWPORT BEACH CA	001101 CHEEK SPARGER RD
MYERS, DAVID W & MARY A REV TR	7017 OAK HILLS CT	NORTH RICHLAND HILLS TX	001105 CHEEK SPARGER RD
MYERS, DAVID W & MARY A REV TR	7017 OAK HILLS CT	NORTH RICHLAND HILLS TX	001109 CHEEK SPARGER RD
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003916 WAYNE DR
BAERG, HAL	3848 CAMPUS DR STE 112	NEWPORT BEACH CA	001005 CHEEK SPARGER RD
BAERG, HAL	3848 CAMPUS DR STE 112	NEWPORT BEACH CA	001001 CHEEK SPARGER RD
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003908 WAYNE DR
DAISY HILL ACADEMY LTD	919 CHEEK SPARGER RD	COLLEYVILLE TX	000919 CHEEK SPARGER RD
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003906 BEDFORD CT
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003900 BEDFORD CT
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003816 WAYNE DR
CCDCW LP	2800 E HIGHWAY 114 STE 300	ROANOKE TX	003808 WAYNE DR
KILE, DANIEL A ETUX SHIRLEY	3907 COPPERWOOD CT	COLLEYVILLE TX	003907 COPPERWOOD CT
MONTALVO, RODNEY L ETUX MARIA	3903 COPPERWOOD CT	COLLEYVILLE TX	003903 COPPERWOOD CT
PECHACEK, JOHN A ETUX EILEEN F	3905 COPPERWOOD CT	COLLEYVILLE TX	003905 COPPERWOOD CT
RICHEY, RUTH JEAN MURRAY	3906 BUTLER CT	COLLEYVILLE TX	003906 BUTLER CT
ABBOTT, RHONDA C	3904 BUTLER CT	COLLEYVILLE TX	003904 BUTLER CT
FOREMAN, BARBARA R	4006 ELMWOOD CT	COLLEYVILLE TX	004006 ELMWOOD CT
IOVINELLI, LUCI & ROBERT C	4006 PLANTATION CT	COLLEYVILLE TX	004006 PLANTATION CT
WELCH, CHARLES LEE ETUX LORI L	4004 PLANTATION CT	COLLEYVILLE TX	004004 PLANTATION CT
RHEE, UN YOUNG	4002 COPPERWOOD CT	COLLEYVILLE TX	004002 COPPERWOOD CT
TIRHI, GHALEB ETUX LYNDA	4003 ELMWOOD CT	COLLEYVILLE TX	004003 ELMWOOD CT
LINDSEY, CHARLES B JR	4002 ELMWOOD CT	COLLEYVILLE TX	004002 ELMWOOD CT
EDWARDS, SHERIDAN B	4003 PLANTATION CT	COLLEYVILLE TX	004003 PLANTATION CT
ANDREWS, MARY	4001 PLANTATION CT	COLLEYVILLE TX	004001 PLANTATION CT
PURSLEY, TEX ETUX BARBARA	4000 ELMWOOD CT	COLLEYVILLE TX	004000 ELMWOOD CT
RINGO, CASEY K ETVIR JOHN L	3906 ELMWOOD CT	COLLEYVILLE TX	003906 ELMWOOD CT
ELKAN, BRYAN	4005 PLANTATION CT	COLLEYVILLE TX	004005 PLANTATION CT
USREY, LEWIS B ETUX TAMMY R	4001 ELMWOOD CT	COLLEYVILLE TX	004001 ELMWOOD CT
GRIFFITH, JAMES C ETUX CYNTHIA	4002 PLANTATION CT	COLLEYVILLE TX	004002 PLANTATION CT
TORRES, NOLBERTO ETUX JOSEPHIN	3904 COPPERWOOD CT	COLLEYVILLE TX	003904 COPPERWOOD CT
LANDRY, LLOYD M JR ETUX SANDRA	3900 COPPERWOOD CT	COLLEYVILLE TX	003900 COPPERWOOD CT
OLDHAM, KEVIN R	3902 ELMWOOD CT	COLLEYVILLE TX	003902 ELMWOOD CT
MCDOWELL, CHS A JR ETUX SHERRY	3902 COPPERWOOD CT	COLLEYVILLE TX	003902 COPPERWOOD CT
HUGGINS, SAMUEL E	4000 PLANTATION CT	COLLEYVILLE TX	004000 PLANTATION CT
CRAVER, PETE F III	3908 COPPERWOOD CT	COLLEYVILLE TX	003908 COPPERWOOD CT
KENVIN, KEN M JR ETUX AMANDA J	3905 ELMWOOD CT	COLLEYVILLE TX	003905 ELMWOOD CT
MILLER, RAY ETUX PATRICIA	3904 ELMWOOD CT	COLLEYVILLE TX	003904 ELMWOOD CT
BYNO, THOMAS J ETUX NINA K	3906 COPPERWOOD CT	COLLEYVILLE TX	003906 COPPERWOOD CT
PEYTON, JOHN ETUX GEORGE-ANNE	3902 BUTLER CT	COLLEYVILLE TX	003902 BUTLER CT
COLLINS, STEPHEN B ETUX JANE	1009 INWOOD LN	COLLEYVILLE TX	001009 INWOOD LN
JACKSON, WILLIAM D ETUX MELBA	1003 INWOOD LN	COLLEYVILLE TX	001003 INWOOD LN
CHATELAIN, GARY M ETUX GLORIA	1007 INWOOD LN	COLLEYVILLE TX	001007 INWOOD LN
ALLRED, SHANE ETUX KELLY	1005 INWOOD LN	COLLEYVILLE TX	001005 INWOOD LN
Hurst-Euleless-Bedford ISD			
City of Bedford			
Tara Neighborhood Association			
Saddlebrook Addition HOA			

INITATION



Speaker Card from April 14, 2014

Date: <u>4/14/14</u>	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: <u>ZC 14-003</u> (5A)	
Name: <u>Becky Dickson</u>	
Address: <u>1101 Check Sparger Rd</u>	
City: <u>Colleyville</u>	State: <u>Tx</u> Zip Code: <u>75013</u>
Telephone Number: <u>469 774 6104</u>	Representing: <u>Anna's Mexican Grill</u> (organization/self)
<i>I understand I am limited to speaking for five minutes.</i>	
<i>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.</i>	
Signed: <u>Becky Dickson</u>	
This information is a Public Record.	

*Ana's
Mexican Grill*

Business Plan

November 2013

Statement of Planning Objectives

Executive Summary

The population around the city of Colleyville, Texas is increasing and so is the demand of more restaurants. In addition, Tex-Mex food is becoming more popular not only for Latinos but to all ethnicities. Ana's Mexican Grill is willing to become part of the city as a new Tex-Mex restaurant in the area.

Ana's Mexican Grill has strong reasons to become a successful restaurant. It will be offering a unique and authentic taste of Tex-Mex food. Also, the demand and the low amount of restaurants in the area make Ana's Mexican Grill to be more attractive.

Mission

Ana's Mexican Grill will establish itself as a fine casual Tex-Mex dining restaurant in Colleyville, Texas and will maintain high-quality principles. The six following principles will help us measure the appropriateness of our decisions.

- Provide a great work environment and treat employees with dignity and respect.
- Embrace diversity as an essential component in the way that we do business.
- Apply the highest standards of excellence to the food production, preparation, and service to our customers.
- Build lasting relationships with the guests.
- Contribute positively to communities and our environment.
- Recognize that profitability is essential to our future success.

Statement of Planning Objectives

Company Summary

Ana's Mexican Grill is the first creation of the company however the owner and partners of this new company had an extended experience in the restaurants business. Some of them began as servers, and then become general managers. They have gained knowledge on customer service, administration, hospitality and cooking skills.

Ana's Mexican Grill will be operating under great hands. They have definitively acquired experience when it comes to open a new restaurant because they have successfully open several in the past years.

Betty Dickson

Work experience has been as follows:

1996 – 2001 Manager at Ninfa's Restaurant in Dallas, Texas

2001 – 2002 Manager at J Pepe's Restaurant in Bedford, Texas

2002 Manager at Mi Cocina in Fort Worth, Texas

2003 – 2010 Manager at Anamia's in Coppell, Texas (open this location)

2003 – 2010 Manager at Anamia's in Southlake, Texas (open this location)

2011 Manager at Lola's Restaurant in Irving, Texas

Alfredo Gonzalez

Work experience has been as follows:

2002 – 2006 Manager at Anamia's in Flower Mound, Texas

2006 – 2013 Manager at Baja Mexican Grill

At Keller, TX (open this location)

At Southlake, TX (open this location)

At Grapevine, TX

Statement of Planning Objectives

Market Analysis Summary

1. Market Segmentation

According to the U.S. Census Bureau Colleyville has a population of around 22,000. Ana's Mexican Grill target market customers will be residential individuals from the surrounding area. According to the census more than 90% of the residents in Colleyville are White and statistics exhibit that they are the most demanding consumers of Tex-Mex food.

2. Target Market Segment Strategy

Consumers are always searching for the first class food. Ana's Mexican Grill food will be 100% fresh prepared using high quality products and ingredients every day and will allow customers to customize their food to their specific needs.

3. Market Competitors

Cantina Laredo is one of the restaurants in the area however their prices are over the normal range. Ana's Mexican Grill will provide good quality food at a more reasonable price.

Strategy and Implementation Summary

1. Marketing Strategy

Advertising costs can overwhelm a new business, so keeping marketing simple and creative will be challenging. Another weakness that can be experienced is the uneasy visibility of the Tara Village Shopping Center. However, Ana's Mexican Grill will utilize a combination of local media and event marketing. Radio will be another effective way to promote us, followed by local print media. Fortunately, now days there is a new form to advertise thanks to all those free social media networking such as Twitter, Facebook and Instagram. We will offer discount prices and coupons promotions as well. In order to overcome the issue of uneasy visibility, Ana's Mexican Grill will display billboards in the closest frequently used routes.

Statement of Planning Objectives

2. Pricing Strategy

All menu items are moderately priced. A typical customer will spend between \$10 – 15 including food and drink. Our prices are determined based on the current prices of resources.

3. Promotion Strategy

There is going to be a major event were besides promoting our business the event will be held to sponsor a nonprofit organization such as the Breast Cancer Association, Saint Jude, and local athletic schools teams. Ana's Mexican Grill will not be doing it only at the begging to promote its business but it will continue sponsoring these organizations.

Financial Plan

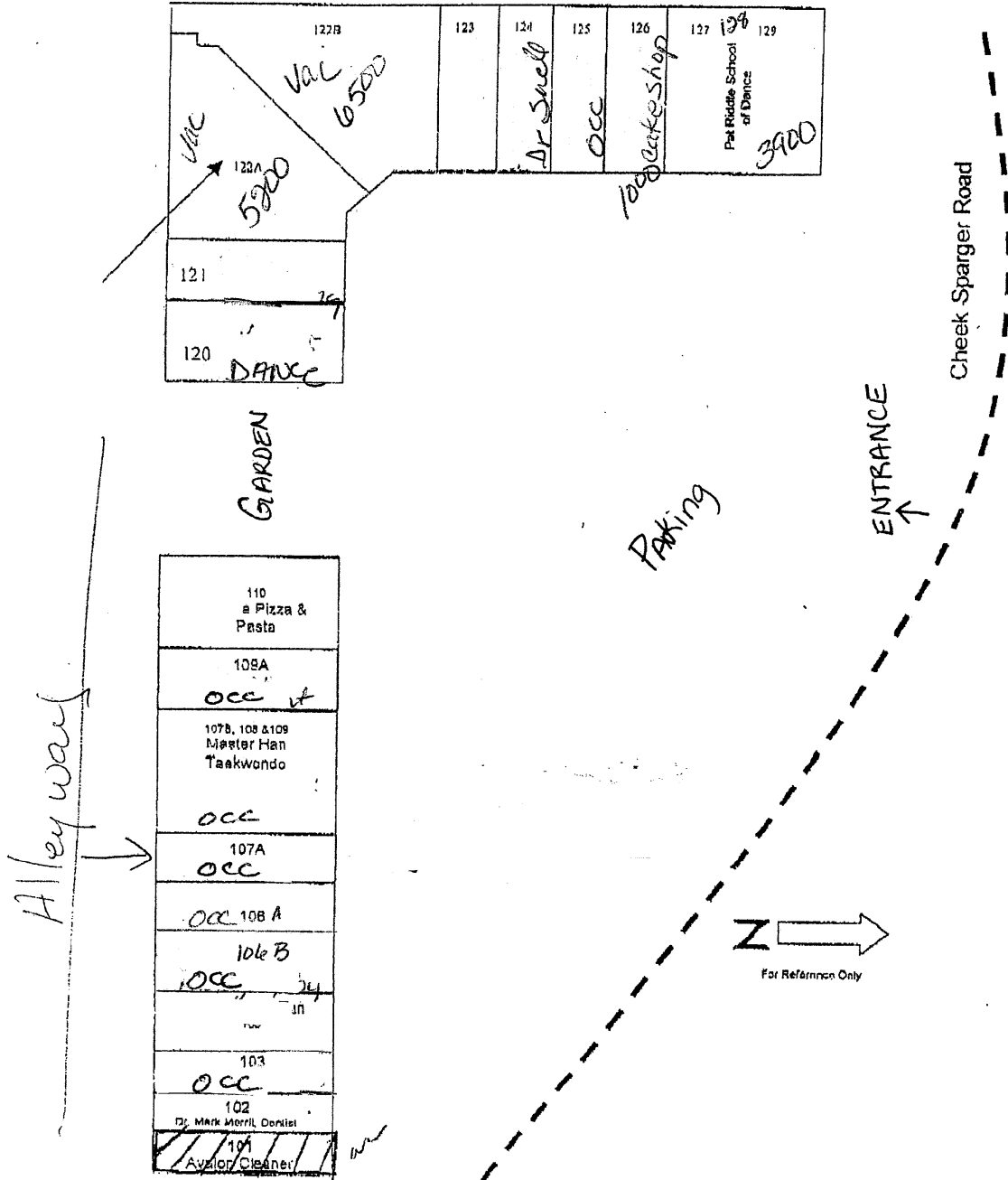
Ana's Mexican Grill will be primary financially supported by the owner. In addition, it will have a back up from a financial institution.

Statement of Planning Objectives

Exhibit B

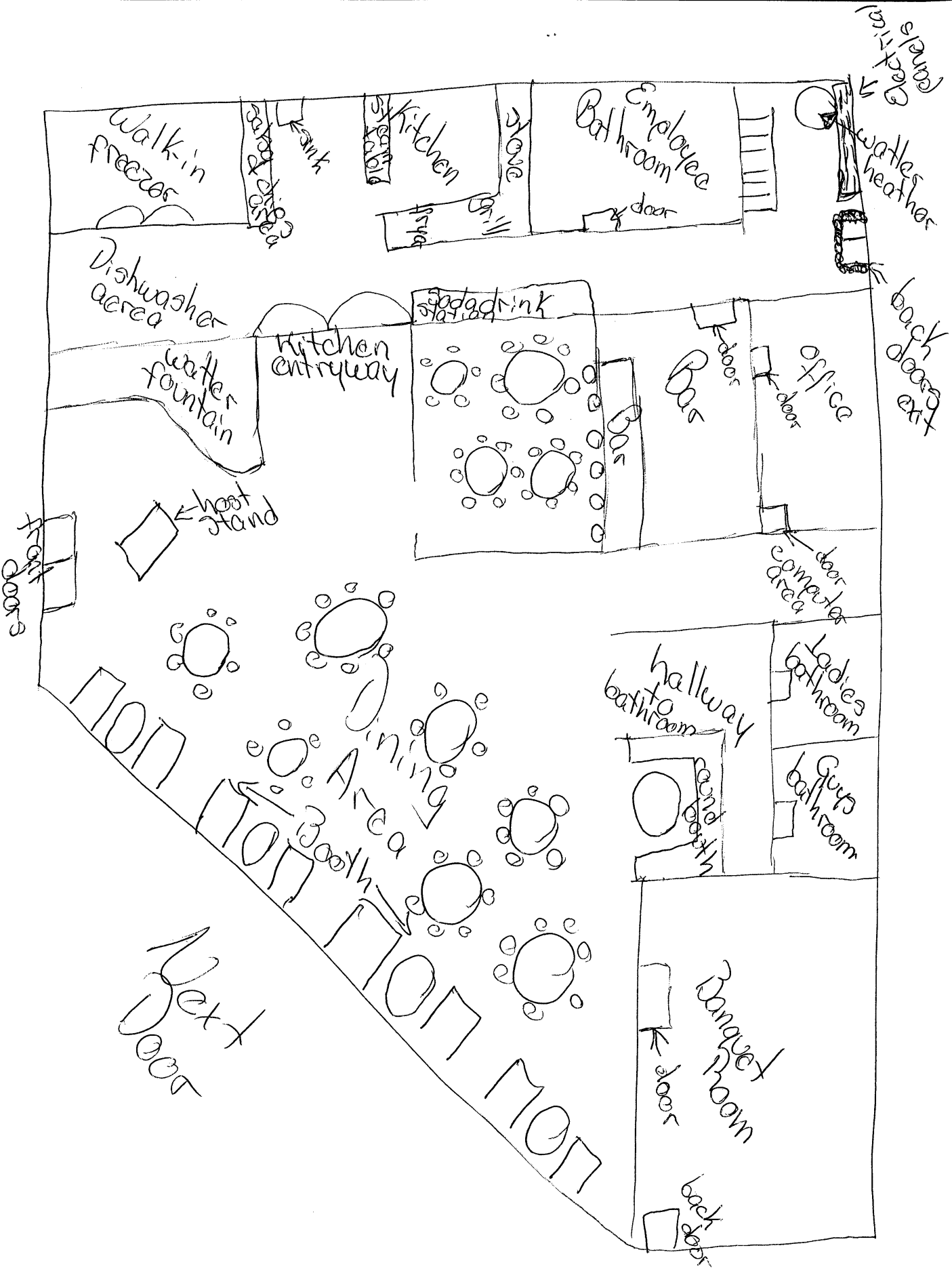
1009-1101 Cheek Sparger Road, Colleyville, TX 76034

Property Site Plan



JWJ
19/25

Statement of Planning Objectives



Site Plan



ORDINANCE O-14-1916

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP BY CHANGING THE ZONING ON LOT 3, BLOCK, 1 OF THE TARA ADDITION, LOCATED AT 1009 CHEEK-SPARGER ROAD, SUITE 122A, BY AUTHORIZING A SPECIAL USE PERMIT FOR THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISE CONSUMPTION; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for on-premise consumption of alcohol under Case No. ZC14-003; 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 and 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 to, among other things, 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 Lot 3, Block 1, of the Tara Addition, located at 1009 Cheek-Sparger Road, Suite 122A, by authorizing a Special Use Permit for the sale of alcoholic beverages for on-premise consumption, as depicted on Exhibit "A" and Exhibit "B".
- Sec. 3. 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. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. The Special Use Permit shall apply to the sale of alcoholic beverages for on-premise consumption in conjunction with a restaurant use only.
- b. The name of the business authorized for on-premise alcohol sales by this Special Use Permit shall be called "Anna's Mexican Grill" and shall not exceed 5,200 square feet.
- c. The Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership or upon the expiration or termination of the Certificate of Occupancy.
- d. All requirements of the Land Development Code shall be met,

except where amended herein.

2. HOURS OF OPERATION

a. The hours of operation shall be as follows:

Sunday - Thursday: 11:00 a.m. - 10:00 p.m.

Friday – Saturday: 11:00 a.m. – 11:00 p.m.

Sec. 5. 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. 6. 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 6th day of May 2014.

The second reading and public hearing being conducted on the 13th day of May 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 Shelly, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

Exhibit "A" – Location and Zoning Map

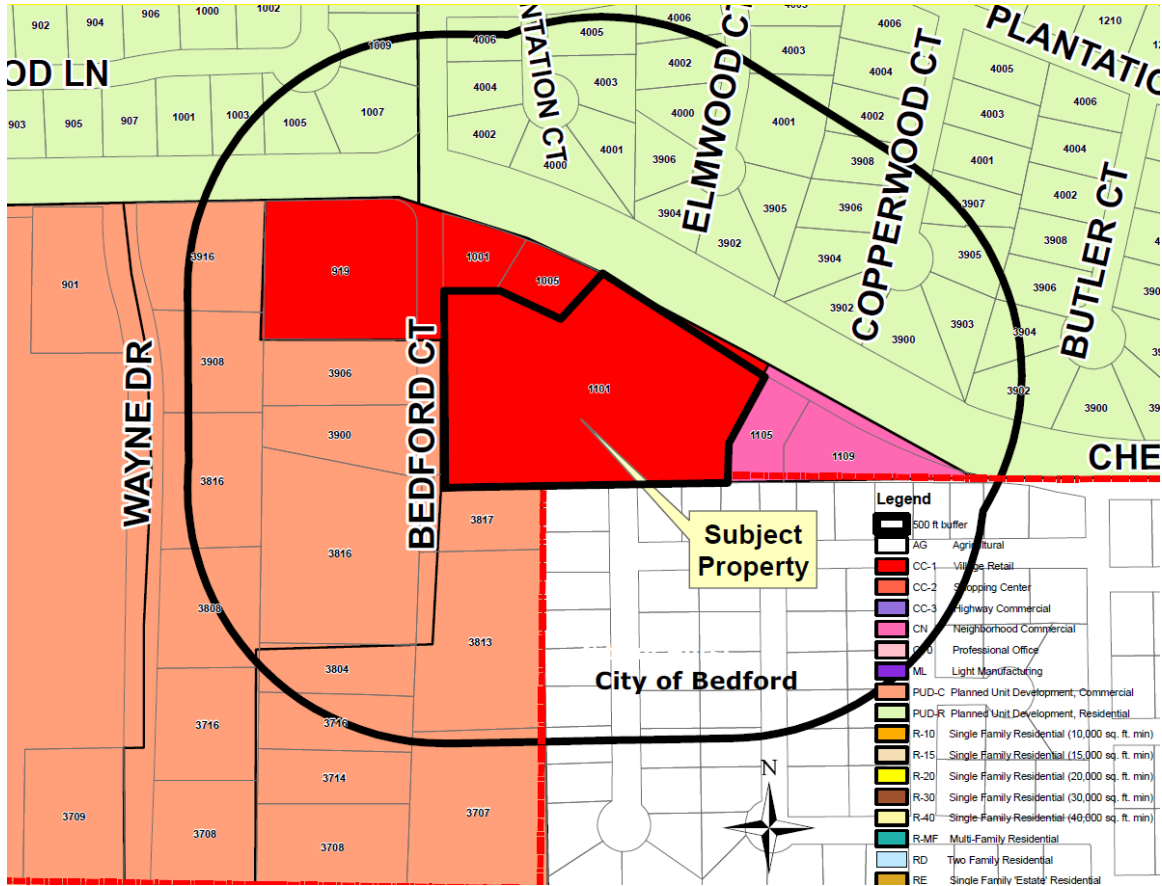


Exhibit “B” – Site Plan





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5c

Agenda Date 05/13/2014

Number Ordinance O-14-1917

Type Ordinance

Department Community Development

Title

Consideration of a request for an amendment to the Special Use Permit for a Package Store development requirements for Lot 1, Block 1, Atlantic Oil and Gas Addition, located at 7990 Precinct Line Road, Case ZC14-005

Explanation

Second Reading and Public Hearing

There were no speakers at the May 6, 2014 City Council meeting.

First Reading and Public Hearing

Charanjit Singh with Naggi Corporation, the applicant on behalf of Victron Stores, L.P., has submitted a request to amend an existing Special Use Permit (SUP) for a Package Store due to a tenant/operator change. The package store is located at 7990 Precinct Line Road, and is called Tri-City Spirits. The name will not change. The package store contains 1,108 square feet of a 3,554 square foot building, the remainder of which contains a convenience store.

Current Zoning. The subject property is zoned PUD-C-Planned Unit Development-Commercial district. The PUD-C Ordinance, O-96-1053 (attached), specifies uses that are allowed in the CC-1-Village Retail zoning district for this site. Package store sales for off-premises consumption is allowed in the CC-1-Village Retail district with the approval of a SUP. The package store SUP was approved on November 16, 2010 by Ordinance O-10-1782 (attached).

Applicant's Request. This amendment to the SUP will allow package store sales for off-premises consumption under a new Certificate of Occupancy by changing the tenant/operator from Amer Fakri to Charanjit Singh. This amendment is due to Ordinance O-10-1782, Section 4.1.h., *"The Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in the ownership, or upon the expiration or termination of the Certificate of Occupancy."* The property owner will remain Victron Stores, L.P.

The amendment will also include the attachment titled "Crime Prevention Recommendations for Convenience Stores and Package Stores" as it was inadvertently omitted from Ordinance O-10-1782. This attachment is included in all SUP for package store requests approved to date.

Required Distance Measurements and Findings. Section Six-Alcoholic Beverage Regulations of the Code of Ordinances requires a minimum distance of 300 feet between any establishment that sells alcoholic beverages and a church, public or private school, or hospital. The measurement distance must be calculated from closest front door to closest front door for churches and hospitals and from closest property line to closest property line for public or private schools. The proposed request complies with the distance requirements.

Adjacent Zoning and Land Uses. Properties to the east are zoned PUD-R-Planned Unit Development-Residential, and are currently vacant. The property to the immediate south is zoned PUD-C-Planned Unit Development-Commercial for CC-1-Village Retail uses, and is currently vacant. The properties to the west of Precinct Line Road are in the City of North Richland Hills. Properties to the north are zoned PUD-C-Planned Unit Development-Commercial, and are currently vacant. These parcels allow a combination of CC-1-Village Retail and CC-2-Shopping Center district uses. To the northeast of the site is the Emerald Park subdivision, zoned PUD-R-Planned Unit Development-Residential.

Public Notification. Staff notified 18 property owners and homeowner associations within 500 feet of the subject property regarding this request. Notice was published in the *Fort Worth Star-Telegram* as required by state law and the Land Development Code. Staff has not received any correspondence regarding this request.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request as outlined in the proposed ordinance at the April 14, 2014 meeting by a vote of 5-0.

Summary. This property has previously operated as a package store with off-premises consumption, and still meets required distance measurements and findings. The amendments to the SUP will allow a change in the Certificate of Occupancy, and add the attachment titled "Crime Prevention Recommendations for Convenience Stores and Package Stores" to the ordinance.

Financial Impact

There is no financial impact to the City.

Recommendation

Approval with the following conditions:

(1) Per the requirements of Section 4.1.hin Ordinance O-10-1782, a change to the Certificate of Occupancy is hereby approved such that the operator is changed to "Charanjit Singh" from "Amer Fakri".

(2) Ordinance O-10-1782 hereby remains valid and has not expired and all provisions of Ordinance O-10-1782 shall remain in full force and effect except where amended

herein.

(3) The package store authorized by this SUP and Ordinance O-10-1782 shall comply with the provisions of Exhibit "A".

(4) This Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership, or upon the expiration, or termination of the certificate of occupancy.

Attachments

1. Location and Zoning Map
2. Aerial
3. Buffer Map
4. Notification List
5. Letter from Victron
6. Ordinance O-96-1053
7. Ordinance O-10-1782
8. Ordinance O-14-1917

Location and Zoning Map

Legend

	500 ft buffer
	AG Agricultural
	CC-1 Village Retail
	CC-2 Shopping Center
	CC-3 Highway Commercial
	CN Neighborhood Commercial
	CP0 Professional Office
	ML Light Manufacturing
	PUD-C Planned Unit Development, Commercial
	PUD-R Planned Unit Development, Residential
	R-10 Single Family Residential (10,000 sq. ft. min)
	R-15 Single Family Residential (15,000 sq. ft. min)
	R-20 Single Family Residential (20,000 sq. ft. min)
	R-30 Single Family Residential (30,000 sq. ft. min)
	R-40 Single Family Residential (40,000 sq. ft. min)
	R-MF Multi-Family Residential
	RD Two Family Residential
	RE Single Family 'Estate' Residential



**City of
North Richland Hills**

Precinct Line Road

W. LD Lockett Road

STERLING

CRESCENT WAY

CRESCENT

KAYS CT

TEXAS TRL

**Subject
Property**

7990

7970

7900

8000

1000

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1121

1117

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5812

5808

5804

5800

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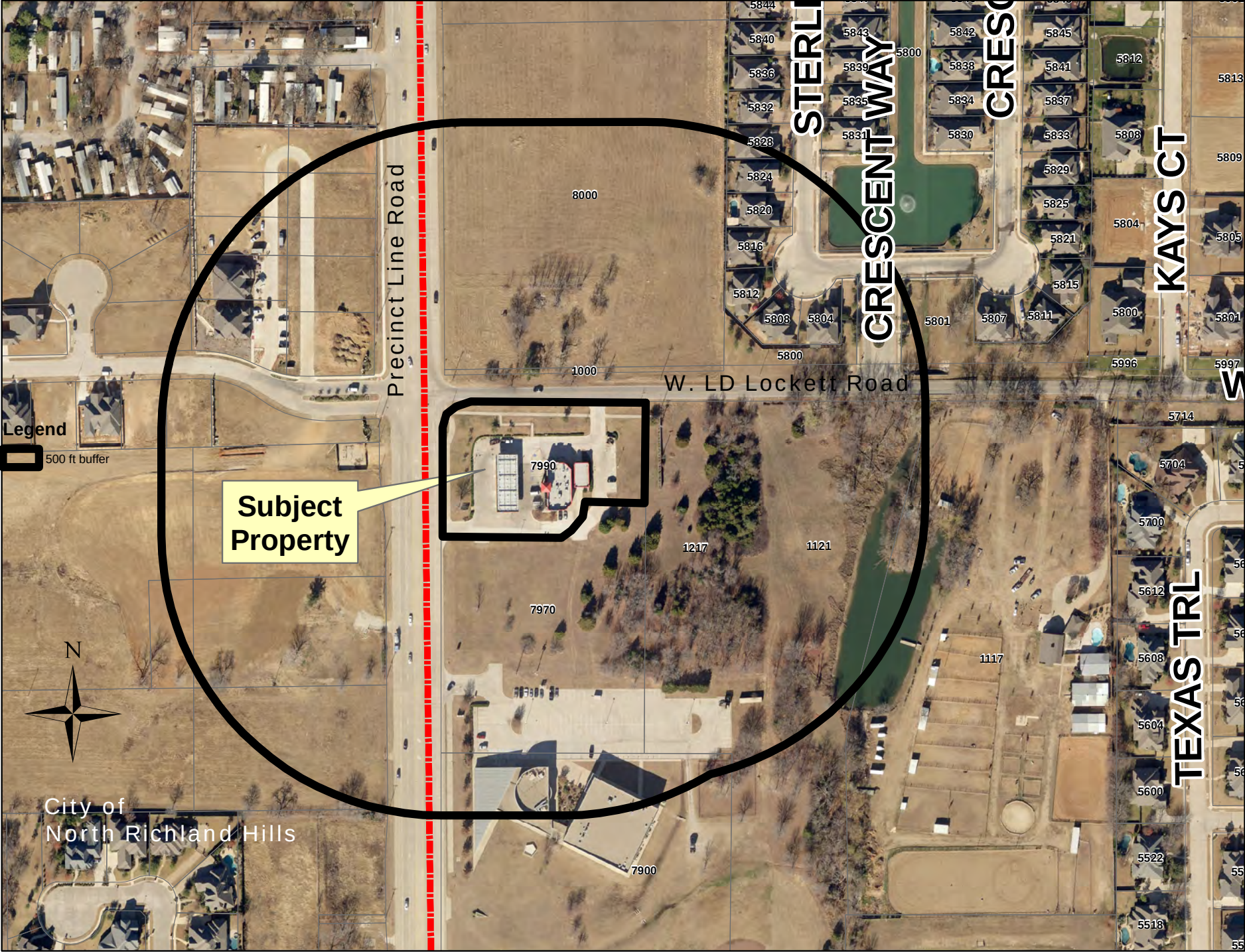
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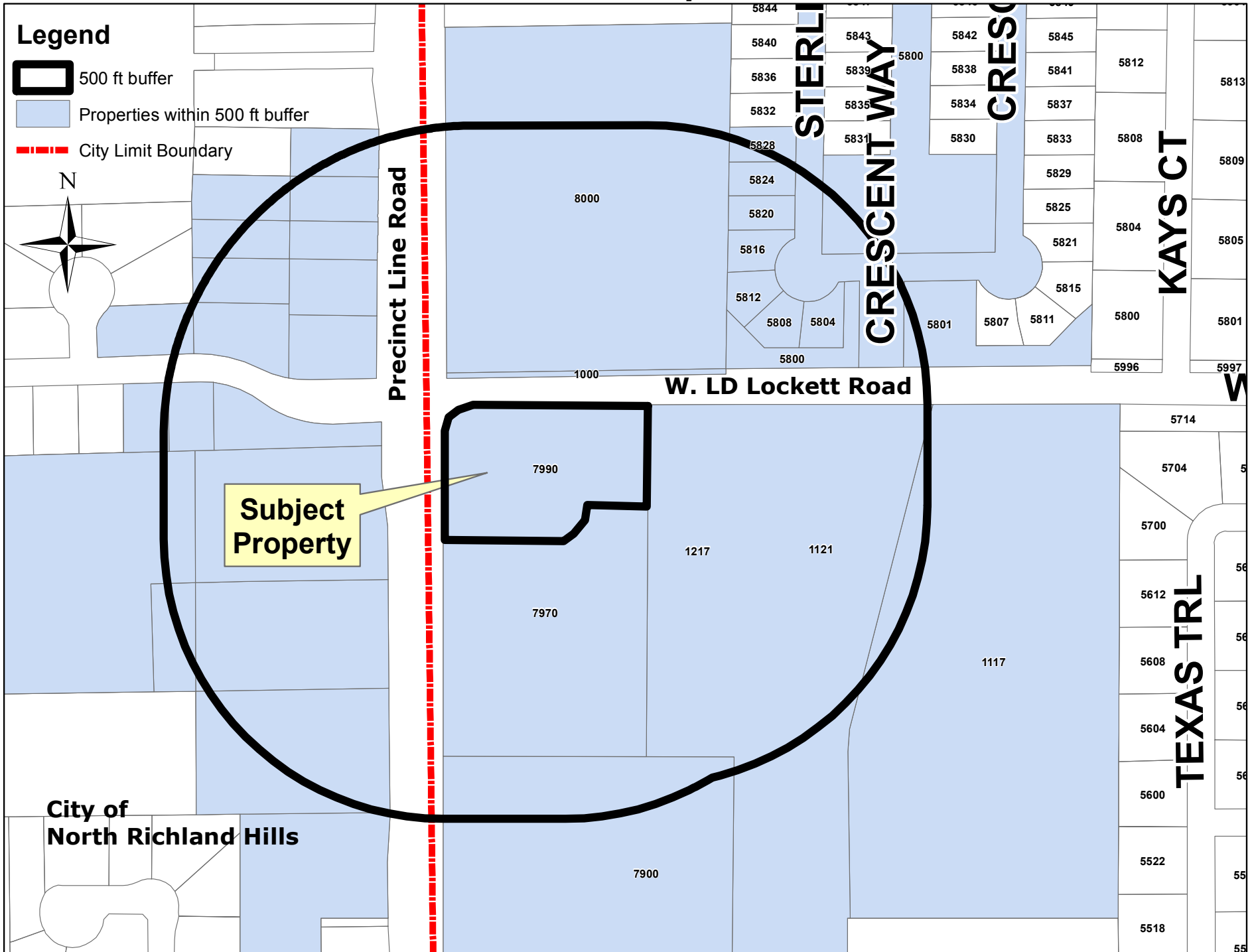
5500

5500

Aerial



Buffer Map



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
VICTRON STORES LP	PO BOX 2599	WAXAHACHIE TX	TX	75168	007990 PRECINCT LINE RD
EMERALD PARK H A INC	400 COUNTRY PL	COLLEYVILLE	TX	76034	005801 CRESCENT LN
GANDY, R CRAIG	1117 W LD LOCKETT RD	COLLEYVILLE	TX	76034	001117 W L D LOCKETT RD
HERRON, MARK D ETUX BLISS A	1500 BLUEBONNET DR	FORT WORTH	TX	76111	001201 W L D LOCKETT RD
MARKHAM, DIAN L ETAL	5000 GADSDEN AVE	FORT WORTH	TX	76244	008000 PRECINCT LINE RD
HERRON, MARK ETUX BLISS	1500 BLUEBONNET DR	FORT WORTH	TX	76111	001121 W L D LOCKETT RD
BEAR VALLEY COMMUNITY CHURCH	7900 PRECINCT LINE RD	COLLEYVILLE	TX	76034	007900 PRECINCT LINE RD
PURVIS, CONRAD J ETUX BRENDA J	5828 STERLING DR	COLLEYVILLE	TX	76034	005828 STERLING DR
VARGHESE, GEORGE ETUX V	5824 STERLING DR	COLLEYVILLE	TX	76034	005824 STERLING DR
SIRISAKD, NED ETUX KEODARA	5816 STERLING DR	COLLEYVILLE	TX	76034	005816 STERLING DR
GIEBLER, TERRY L	5820 STERLING DR	COLLEYVILLE	TX	76034	005820 STERLING DR
KIM, TAE WOO ETUX HYU J K H	5804 STERLING DR	COLLEYVILLE	TX	76034	005804 STERLING DR
VORA, JAY ETUX RENU	5808 STERLING DR	COLLEYVILLE	TX	76034	005808 STERLING DR
KUO, MAN-LI ETVIR L FIORELLO	5812 STERLING DR	COLLEYVILLE	TX	76034	005812 STERLING DR
ATLANTIC OIL & GAS INC	2220 MARSH LN STE 109	CARROLLTON	TX	75006	007970 PRECINCT LINE RD
Keller ISD	350 KELLER PARKWAY	KELLER	TX	76248	Courtesy Notice
City of Keller	PO BOX 770	KELLER	TX	76244	Courtesy Notice
CITY OF NORTH RICHLAND HILLS	7301 NE LOOP 820	NORTH RICHLAND HILLS	TX	76180	Courtesy Notice
EMERALD PARK H A INC	5837 CRESECENT	COLLEYVILLE	TX	76034	Courtesy Notice
CHARANJIT SINGH, APPLICANT	7056 WELSHMAN DRIVE	FORT WORTH	TX	76137	APPLICANT

Public hearing notices were mailed
Thurs., April 3, 2014 by Taci Wrisley

Letter From Victron



Mr. Ron Ruthven
Director of Community Development
The City of Colleyville
100 Main St.
Colleyville, TX 76034

March 10, 2014

RE: Special Use Permit Amendment, Tri City Spirits, 7990 Precinct Line Rd., Suite B, Colleyville, TX 76034

Dear Ron:

Please accept the enclosed Community Development Services Application for Tri City Spirits. We are submitting the Special Use Permit Amendment, due to the operator/tenant change. The property ownership has not changed, it is still Victron Stores, LP.

The applicant is a Mr. Charanjit Singh, Naggi Corporation. Mr. Singh has extensive experience in the c-store, retail and liquor store business. He is a resident of Ft. Worth.

Thanks very much.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K. Baca', is written over the word 'Sincerely,'.

Kenneth D. Baca
Vice President Business Development
Victron Stores, LP

ORDINANCE 0-96-1053

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING OF 4.3057 ACRES OUT OF THE I. CARODINE SURVEY, ABSTRACT 356, TRACT 1 AND A PORTION OF TRACT 2, McNARY ACRES, IN THE CITY OF COLLEYVILLE, TEXAS FROM THE R40 (SINGLE FAMILY RESIDENTIAL, MINIMUM LOT SIZE OF 40,000 S.F.) DISTRICT TO THE PUD-C (PLANNED UNIT DEVELOPMENT-COMMERCIAL) DISTRICT; PROVIDING A PENALTY AND AUTHORIZING PUBLICATION.

WHEREAS, an application for zoning change was filed by Bob Kohsmann, President, Classic Concepts Homes, Inc. on December 19, 1995 under Case No. Z-95-042; and,

WHEREAS, notice of a hearing before the Planning and Zoning Commission was sent to real property owners within 200 feet of the property herein described at least 10 days before such hearing; 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; and,

WHEREAS, notices were posted on the subject land as provided by the zoning ordinance; and,

WHEREAS, public hearings to change the zoning and the Master Plan on the property herein described were held before both the Planning and Zoning Commission and the City Council, and the Planning and Zoning Commission has heretofore made a recommendation; and,

WHEREAS, the City Council is of the opinion that the zoning change herein effectuated furthers the purpose of zoning as set forth in the Zoning Ordinance and is in the best interest 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 the Master Plan, the Zoning Ordinance of the City of Colleyville, Texas, and the accompanying Zoning Map (as indicated in Exhibit A) are hereby amended insofar as they relate to certain land located in Colleyville, Texas, described by metes and bounds (Exhibit B) by changing the zoning of said property from the R40 district to the PUD-C district, subject to all site plans, supporting documents, and other conditions and restrictions imposed and approved by the Council which are incorporated herein by reference including, but not limited to: the Statement of Planning Objectives which is

Attachment 1 to this ordinance; the Conceptual Site Plan, which is Attachment 2 to this ordinance; and subject to the following conditions:

- A. The Site plan attached to this ordinance as Attachment 2 shall be conceptual only. The final location of all buildings shall be determined by the Development Review Committee during normal site plan review. Except as modified by the conditions B through J below, all development within this PUD-C district shall be subject to the zoning and subdivision regulations of the CC-1 (Village Retail) district in effect at the time a final site plan is submitted.
- B. In addition to any other landscaping requirements for the site, a 40 foot landscaped setback shall be required along Precinct Line Road and L.D. Lockett Road from the front property line to the nearest building or paved parking surface. The total area of open space on the site including the front open space setback shall be not less than 20 percent.
- C. The total number of trees on the site measuring three inches in diameter or greater at a point twelve inches above the ground shall be not less than one tree for every twenty feet of street frontage plus one tree for every ten parking spaces.
- D. Not more than one drive access point shall be permitted on Precinct Line Road. The distance from the centerline of the driveway to the front property line on L.D. Lockett Road shall be not be less than 330 feet.
- E. Not more than one drive access point shall be permitted on L.D. Lockett Road. The distance from the centerline of the driveway to the front property line on Precinct Line Road shall be not less than 230 feet.
- F. The curb return radius for driveways at the point they enter public streets shall be not less than 20 feet nor more than 30 feet.

- G. Except for areas of curb return thresholds, the width of driveways crossing the front landscaped setback shall be not less than 24 feet nor more than 26 feet.
- H. Prior to the issuance of any building permit on the site, a legal instrument granting cross access easement to property owners east or south of the site shall be recorded in Tarrant County Deed Records.
- I. Any building on the site shall have translucent openings facing in not less than three separate compass directions. As measured on a compass, the three separate directions shall be separated from one another by not less than 60 degrees.
- J. Not less than 65% of the total floor space in the aggregate shall be dedicated to one or more of the following uses:
 - (1) dry cleaners (station only)
 - (2) apparel alterations
 - (3) interior decorator
 - (4) all uses classified as CC-1 Retail uses in Section 22.3 of the zoning ordinance.

Sec. 2. Any person, firm or corporation violating any of the provisions of this ordinance as read together with the Zoning Ordinance of the City of Colleyville and accompanying official Zoning Map thereto shall be guilty of a misdemeanor and upon conviction thereof shall be fined in 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. 3. 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.

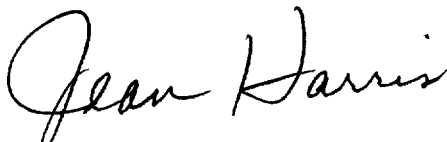
AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 19th day of November, 1996.

The second reading and public hearing being conducted on the 3rd day of December, 1996.

ATTEST:

CITY OF COLLEYVILLE



Jean Harris, CMC
City Secretary



Ed Baker
Mayor

APPROVED AS TO FORM AND LEGALITY:



Ross T. Foster
City Attorney

5079

NO. 1

4A

AF
DR

4

4B

PRECINCT LINE

W.C.

A-1182
NEWTON

W.C.
NEWTON
SUB 1

1E

1C

R-40

LD LOCKETT ROAD

1A1

CO RD

2

4D

PROPOSED
R-40 TO PUD-C

4D1

TR 1
MCNARY

ACRES

TR 2

BREEZY
LAKE
ESTATES

1

MEADOW
LAKE

R-40

3

R-40

1AA

200 FT.

2

2C

2B

TR B

A-357
CARADINE SUR

Ordinance O-96-1053

EXHIBIT A

DESCRIPTION

ALL of that certain tract or parcel of land situated in the L. CARODINE SURVEY, Abstract No. 356, Tarrant County, Texas and embracing portions of TRACT 1 and TRACT 2, McNARY ACRES an Addition to the City of Colleyville, Tarrant County, Texas as recorded in Volume 388-140, Page 78 of the Plat Records, Tarrant County, Texas and described by metes and bounds as follows:

BEGINNING at the intersection of the Southerly boundary line of said Tract 2 and being in the East right of way line of Precinct Line Road from which a Texas Highway Department concrete Monument bears South 00 degrees 22 minutes 25 seconds West, 0.17 feet;

THENCE North 00 degrees 23 minutes 46 seconds East with said right of way line and passing at 50.09 feet a Texas Highway Department concrete Monument, in all 377.42 feet to a Texas Highway Department concrete Monument;

THENCE North 00 degrees 06 minutes 21 seconds East continuing with said right of way line 105.79 feet to a Texas Highway Department concrete Monument;

THENCE North 48 degrees 12 minutes 31 seconds East continuing with said right of way line 14.33 feet to a Texas Highway Department concrete Monument; THENCE North 00 degrees 06 minutes 21 seconds East continuing with said right of way line 2.14 feet to the Northerly boundary line of said Tract 1 and the Southerly right of way line of L. D. Lockett Road;

THENCE South 89 degrees 27 minutes 00 seconds East with said Northerly boundary line and said South right of way line passing at 269.86 feet the Northeast corner of said Tract 1 and the Northwest corner of said Tract 2, in all 368.86 feet to a 1/2 inch capped steel rod stamped "Moak Surv. Inc." for the Northwest corner of the tract described in the deed to Mark D. Herron and wife, Bliss A. Herron recorded in Volume 11255, Page 1216 of the Deed Records, Tarrant County, Texas;

THENCE South 00 degrees 23 minutes 00 seconds West with the Westerly boundary line of said Herron tract 495.00 feet to a 1/2 inch capped steel rod stamped "Moak Surv. Inc." for the Southwest corner of same, and being in the Southerly boundary line of said Tract 2; THENCE North 89 degrees 27 minutes 00 seconds West 379.04 feet to the place of beginning and containing 4.3057 Acres of land, more or less, as surveyed by David C. Moak Surveyors, Inc. during the month of October, 1995.

Classic Concept's

COMMERCIAL REAL ESTATE
BUILDER & DEVELOPER
PROPERTY MANAGEMENT

ROBERT F. KOHSMANN, PRESIDENT
P.O. BOX 1425
BEDFORD, TEXAS 76095
817-267-3373

PLANNING OBJECTIVES BY CLASSIC CONCEPT'S

December 20, 1995

City of Colleyville

RE: Zoning Change on Property Located at the corner of L.D. Lockett and Precinct Line

To Whom It May Concern:

Classic Concepts would like to have this tract zoned for commercial retail. In the past I have had some interest shown in this land for a variety of businesses. At that time I felt it could not be zoned anything along the commercial lines. Since Precinct Line is now planned for a five lane major thoroughfare, and L.D. Lockett is also planned as a major collector, this land could be better suited to tax generating commercial land.

It has also come to my attention that Colleyville has a real need for more commercial business. I believe this is the best place to convert residential land to commercial.

If this property is zoned commercial, I will promote it for retail in the highest use. What is not used for retail, I will develop into office use as that need becomes available. Classic Concepts has built many office buildings of this type in the past.

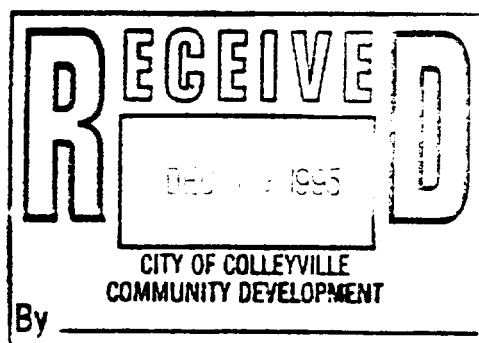
I would assume that the retail will be ready to develop as soon as the road is complete sometime in 1996. It would just come quicker if it had the zoning in place. Classic Concepts will own the complete tract when it is complete.

The water is just south of this property on Precinct Line. The sewer is just east of this property on L.D. Lockett.

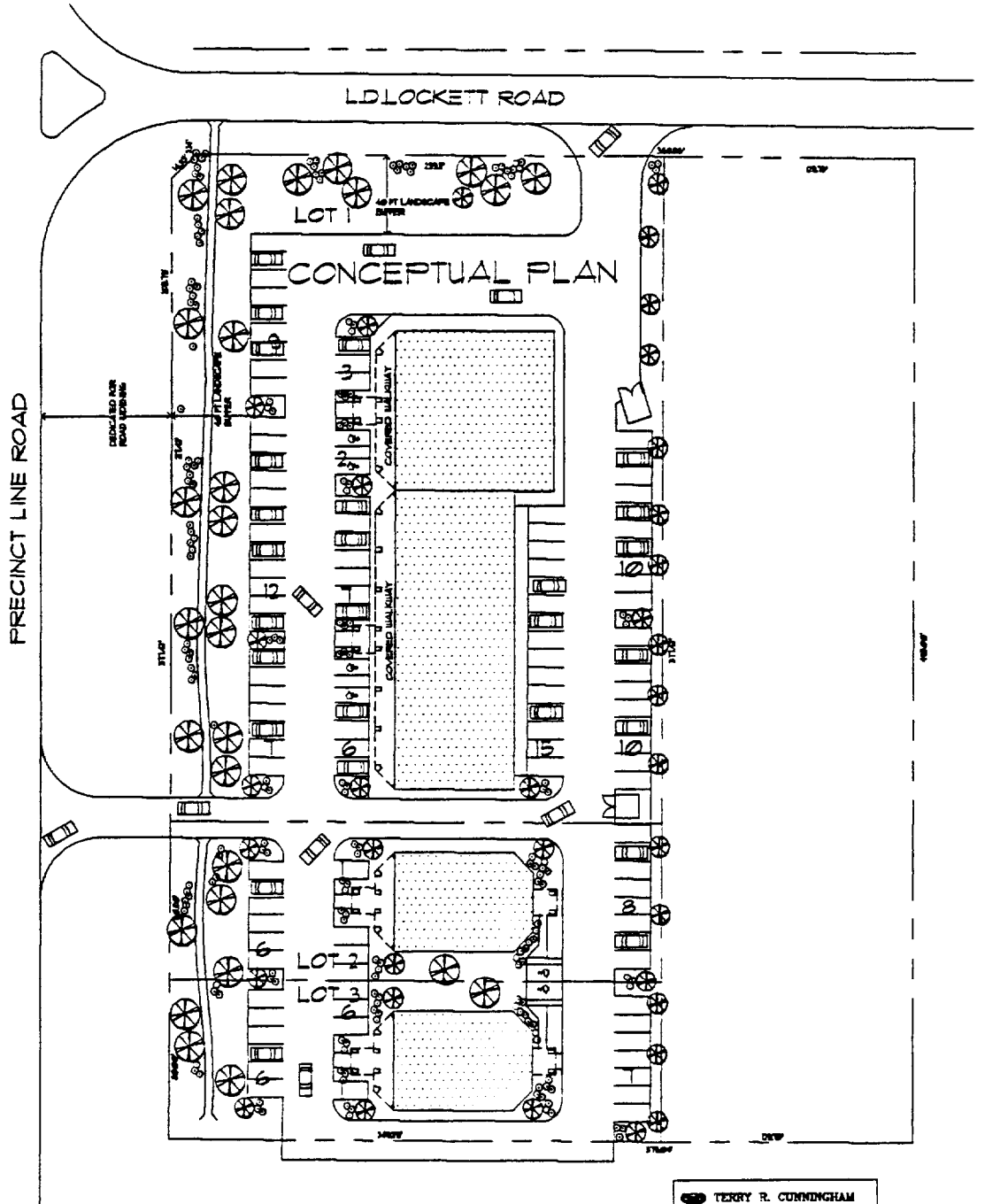
Sincerely,


Robert F. Kohsmann
President

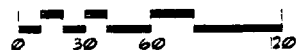
RFK/ell



0-96-1019
Ordinance O-96-1053
Attachment 1



TERRY R. CUNNINGHAM
ARCHITECTS
10000 W. 10TH AVE. SUITE 100
DENVER, CO 80202



Ordinance O-96-1053

Attachment 2 A

CLASSIC LIMITED CENTER

SOUTHEAST CORNER OF PRECINCT LINE ROAD & LD LOCKET ROAD , COLLEYVILLE, TEXAS

SITE DATA -LOT 1

GROSS AREA	83,475 SF (1.92 ACRES)
BUILDING COVERAGE (PERCENT)	15,400 SF (18.45 %)
PROPOSED OCCUPANCY/USE	RETAIL SALES
PARKING SPACES REQUIRED	77 (4 HANDICAP)
PARKING SPACES PROVIDED	81 (4 HANDICAP)

SITE DATA -LOT 2

GROSS AREA	19,714 SF (0.45 ACRES)
BUILDING COVERAGE (PERCENT)	3,400 SF (17.25 %)
PROPOSED OCCUPANCY/USE	OFFICE
PARKING SPACES REQUIRED	17 (1 HANDICAP)
PARKING SPACES PROVIDED	19 (1 HANDICAP)

SITE DATA -LOT 3

GROSS AREA	19,714 SF
BUILDING COVERAGE (PERCENT)	3,400 SF
PROPOSED OCCUPANCY/USE	OFFICE
PARKING SPACES REQUIRED	17 (1 HANDICAP)
PARKING SPACES PROVIDED	18 (1 HANDICAP)

Ordinance O-96-1053

Attachment 2 B

ORDINANCE O-10-1782

AN ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING OF LOT 1, BLOCK 1, OF THE ATLANTIC OIL AND GAS ADDITION LOCATED AT 7990 PRECINCT LINE ROAD BY AUTHORIZING A SPECIAL USE PERMIT FOR A PACKAGE STORE; 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 rezoning under Case No. ZC10-026; 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 and 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 to, among other things, 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 amending the official zoning map by authorizing a Special Use Permit for a package store on Lot 1, Block 1, of the Atlantic Oil and Gas Addition located at 7990 Precinct Line Road, as depicted on Exhibit "A".
- Sec. 3. 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. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. This Special Use Permit shall only apply to the use of a package store as depicted on Exhibit "A" and described and shown in Exhibit "B" Exhibit "C".
- b. The package store authorized by this Special Use Permit shall not exceed 1,108 square feet in size.
- c. The business name for this package store shall be "Tri-City Spirits".
- d. All signs advertising the package store shall meet the following conditions: (1) all signage, including existing signage, shall, at a minimum, meet the minimum requirements of Chapter 7-Sign Regulations in the Land Development Code; (2) Section 108.52 of the Texas Alcoholic Beverage Code is hereby adopted by reference of which all requirements pertaining to signage shall apply to this Special Use Permit; (3) Upon abandonment of the business authorized by this Special Use Permit, all signage advertising the package store shall be removed in its entirety at the expense of the business and/or property owner within thirty (30) days of abandonment.
- e. All landscaping shall meet the minimum requirements of Chapter 4-Landscaping and Buffering in the Land Development Code prior to the

issuance of the certificate of occupancy.

- f. The building shall meet the minimum design score of 30 as required by Chapter 6-Building Design in the Land Development Code prior to the certificate of occupancy.
- g. The package store authorized by this Special Use Permit shall be required to comply with all provisions of the attached Exhibit "D".
- h. This Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership or upon the expiration or termination of the Certificate of Occupancy.
- i. All requirements of the Land Development Code shall be met, except where amended herein.

Sec. 5. 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. 6. 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. 7. 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.

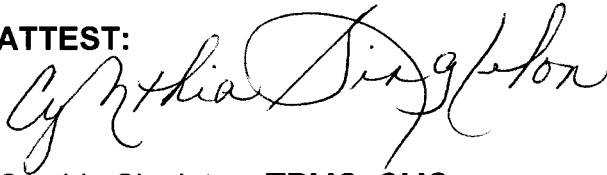
Sec. 8. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires 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 3rd day of November 2010.

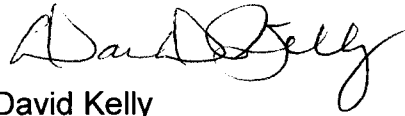
The second reading and public hearing being conducted on the 14th day of November 2010.

ATTEST:



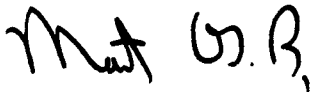
Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:



Matthew C. G. Boyle
City Attorney

Exhibit "A" - Location and Zoning Map

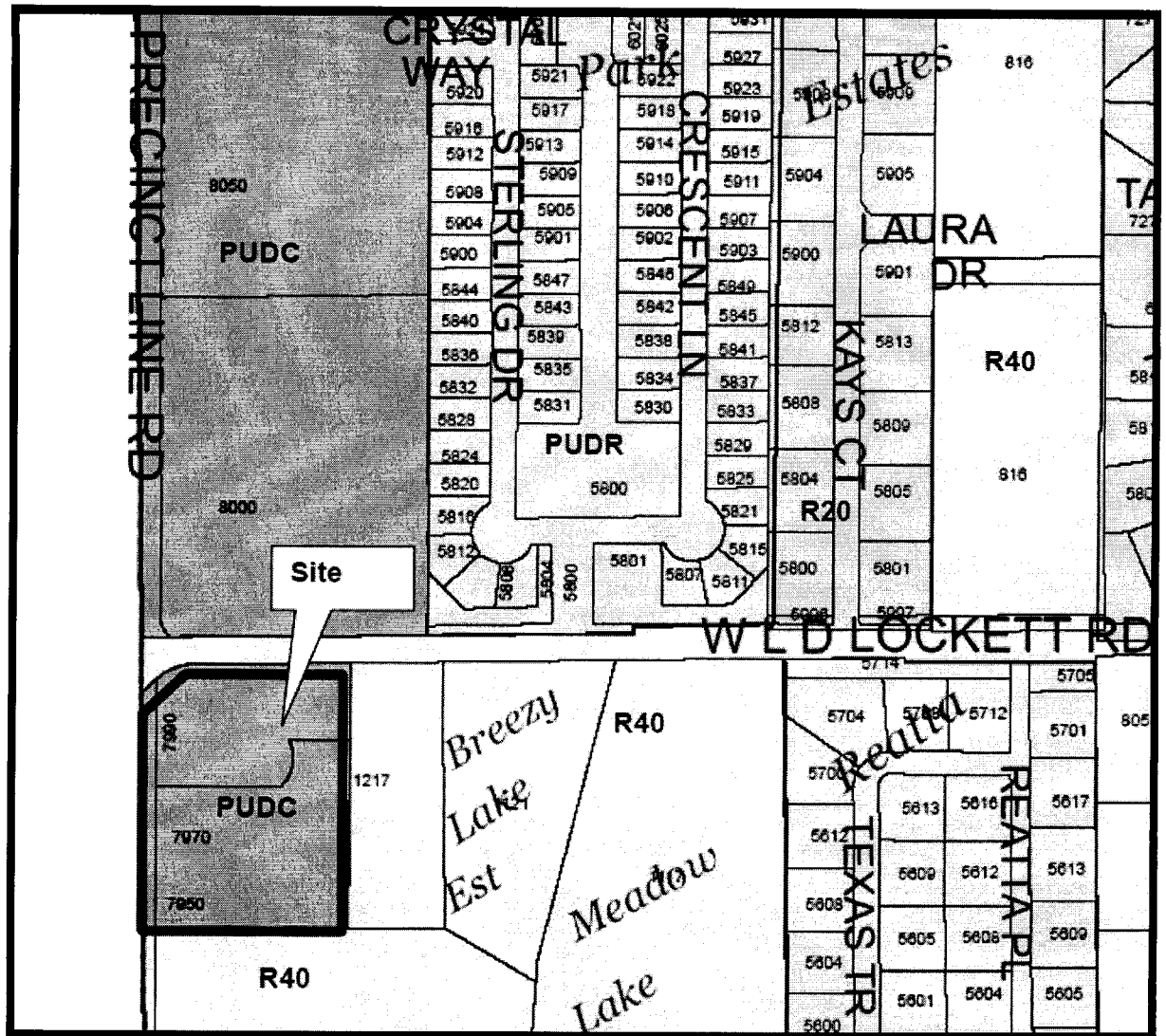


Exhibit "B" – Statement of Planning Objectives

**Statement of Planning Objectives and Business Plan
Colleyville Spirits
7990 Precinct Line Rd.
Colleyville, Texas 76034**

Development/Opening schedule for business:

The subject business will open after all of the permitting is achieved, including city public hearings and site and building plan reviews. A 60 day construction period is anticipated. The subject location is part of an existing structure, which will have to be renovated, including the installation of a demising wall between the convenience store and the proposed development. A Pizza restaurant in this area will be closing. Estimated opening date is March of 2011.

Operations Plans:

The hours of operation will be consistent with those allowed by the Texas Alcoholic Beverage Commission. For a packaged store, or P Permit, the hours of operation will be 10 a.m. to 9 p.m., Monday through Saturday. Packaged stores are closed on Sundays, Thanksgiving Day, Christmas Day and New Year's Day. If Christmas or New Year's Day fall upon a Sunday, then we would be closed on the following Monday. Deliveries of distilled spirits, wine, ale and malt liquor from a wholesaler can be from 5 a.m. to 9 p.m. Monday through Saturday.

It is anticipated that there will be full three time employees and two part time employees to work at the facility.

Marketing Plan:

The name of the proposed business is Colleyville Spirits. The targeted customer bases are those people of age to buy spirits, generally within a three mile radius. Additionally, because of the limited areas where package stores are allowed, we feel that we will gain business from parts of Watauga, Hurst, Bedford and even Keller. Further, Precinct Line carries around 30,000 vehicles per day, presenting a north/south thoroughfare, which takes potential customers from Highway 183 to FM 1709.

We are forecasting 90 to 100 customers per day with an average customer purchase of around \$35. In addition to liquor or distilled spirits, we plan on selling beer and wine through a 7 door refrigerated cooler. We further plan on carrying a limited amount of salty snacks (Frito Lay) and tobacco products behind the sales counter.

Economic Development Information: (attached)

Exhibit "B" – Statement of Planning Objectives continued

Colleyville Spirits

7990 Precinct Line Road
Colleyville, TX 76034

**Total Building Area
(SF)**

1108

**Estimated Sales Tax
(per SF per year)**

\$1,083.03

**Estimated Sales Tax
Generated (per year)**

\$99,000

**Estimated Cost of
Improvements**

\$150,000

Exhibit "B" – Statement of Planning Objectives continued

Financial Information:

The estimated annual gross revenue is \$1,200,000. or \$100,000. per month. Cost of improvements is \$150,000.

Operational History in Industry:

The property and building are owned by Victron Stores, LP, located at 105 YMCA Dr. in Waxahachie, Texas. The facility will be operated under a triple net lease by Amer Fakri, Fakri Investments, Inc. Mr. Fakri will obtain all requisite licenses necessary to run the packaged store business.

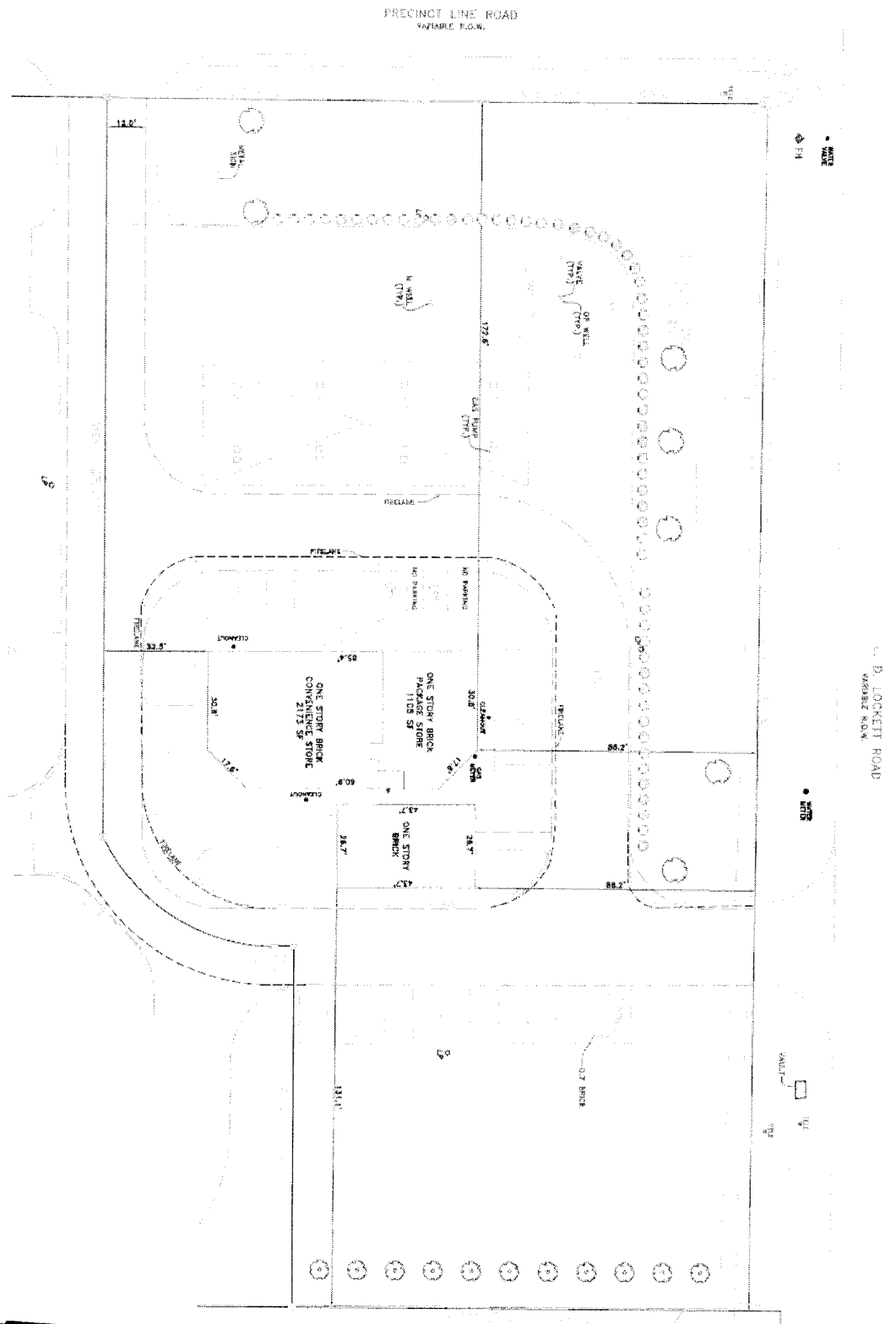
Mr. Fakri already runs what will be the adjacent convenience store to the proposed development. He has a long term lease on this facility.

Mr. Fakri has operated similar businesses beginning in October of 2006, leasing a facility under the name of Tiger Mart #13, 100 W. Main, Midlothian, Texas. The store sold both beer and wine under Mr. Fakri's corporation. Mr. Fakri sold this facility in August of 2010.

Mr. Fakri further leased a similar store in Arlington, Gateway #33, located specifically at 3710 Cooper St. in Arlington, Texas. This store sells both beer and wine under Mr. Fakri's corporation. Mr. Fakri has operated this store since August of 2008 and possesses a long term lease.

As stated above, Fakri Investments, Inc. already controls what will be the adjacent c-store to the proposed development. Mr. Fakri has leased this location since November of 2009.

There is a high degree of familiarity with this industry as Mr. Fakri has operated multiple stores which sell alcoholic beverages.



ORDINANCE O-14-1917

AMENDING ORDINANCE O-10-1782 CONDITIONS; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council approved Ordinance O-10-1782 on November 16, 2010, authorizing a package store on Lot 1, Block 1, of the Atlantic Oil and Gas Addition located at 7990 Precinct Line Road under zoning case ZC10-026; and

WHEREAS, the applicant has requested an amendment to Ordinance O-10-1782 by allowing a change to the Certificate of Occupancy allowing a new operator; 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 amending Ordinance O-10-1782.
- 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 following amendments to Ordinance O-10-1782 are hereby authorized:

- (1) Per the requirements of Section 4.1.h of Ordinance O-10-1782, a change to the Certificate of Occupancy is hereby approved such that the operator is changed to "Charanjit Singh" from "Amer Fakri".
- (2) Ordinance O-10-1782 hereby remains valid and has not expired, and all provisions of Ordinance O-10-1782 shall remain in full force and effect except where amended herein.
- (3) The package store authorized by this SUP and Ordinance

O-10-1782 shall comply with the provisions of Exhibit "A".

- (4) This Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership, or upon the expiration, or termination of the certificate of occupancy.

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 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 6th day of May 2014.

The second reading and public hearing being conducted on the 13th day of May 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”

CRIME PREVENTION RECOMMENDATIONS FOR CONVENIENCE STORES AND PACKAGE STORES

Purpose

The purpose of these recommendations are to protect the health, safety, and welfare of the citizens of the City of Colleyville by reducing the occurrence of crime, preventing the escalation of crime, and increasing the successful prosecution of crime that may occur in a convenience store or package store in the City. To this end, these recommendations address best practices in crime prevention through environmental design including height markers, visibility into and around the business, alarm systems, physical security, drop safes, surveillance camera systems, and minimum staffing requirements.

Definitions

Unless otherwise expressly stated, the following terms shall, for the purposes of these recommendations, have the meanings indicated in this section:

“Convenience Store” means an establishment designed, intended, adapted or used primarily to provide for consumer shopping of a brief duration, characterized by a limited product mix (generally emphasizing prepared and snack foods, beverages, tobacco products or gasoline/motor vehicle fuel), close-in parking, and limited retail space.

“Drop Safe” means a cash management device in which money can be deposited without the depositor having access to the contents.

“Employee” means any person listed on the payroll of a convenience store or package store as an employee, whether part-time, full-time, permanent, or temporary. The term does not include a person providing only janitorial or security services to the store.

“Height Marker” means a measuring strip that is attached on or near the door frame of doors used for ingress and egress to the store to aid in identifying the height of a person suspected of committing a crime.

“Package Store” means a retail establishment that sells “liquor”, as defined by the Texas Alcoholic Beverage Commission, to the public for the purpose of off-premise consumption.

“Manager” means the person designated as the supervisor or person in charge of the operations of the store.

“Owner” means the person or persons who hold title to, leases or has a possessory interest in property for the purpose of operating a convenience/package store.

Height strips

A convenience/package store shall have height strips posted at all public exits to aid in obtaining a physical description on any suspicious person or suspect in a criminal offense.

Visibility

- A) A convenience/package store shall maintain an unobstructed line of sight allowing a clear view of and from the cash register and sales transaction area through all windows and public access doors. Such windows and doors must be clear of all items that would obstruct a clear view including, but not limited to, tinting, signage, advertisements, shelving, and merchandise. Such unobstructed line of sight must, at a minimum, extend from three feet above the ground to at least six feet above the ground.
- B) Landscaping shall be maintained in a manner that allows an unobstructed view of all windows and doors in an attempt to prevent blind spots or places of concealment.

Alarm system

- A) A convenience/package store shall have a silent panic or holdup alarm system for which a permit has been issued by the City. This system shall, at a minimum, include a panic button located within reach of the cash register and out of view of the customer. Such panic button will generate an alarm signal indicating a holdup or other life-threatening emergency requiring a police department response.
- B) A convenience/package store shall have posted at all public exits and entrances signs or decals indicating that a security alarm system is in use.

Entrances and Exits

- A) All doorways shall be secured with a deadbolt lock. Deadbolt locks within 40 inches of a breakable surface must be a double cylinder lock.

- B) Service or delivery entrances shall be equipped with an exterior, high resolution digital video camera or a “peep hole”, which enables employees to visually observe the area immediately outside the door.

Drop safe

- A) A convenience/package store shall have a drop safe on the premises to keep the amount of cash available to employees to a minimum. A drop safe must be bolted to the floor and may have a time-delay mechanism to allow small amounts of change to be removed.
- B) A convenience/package store shall have a written cash accountability policy mandating the maximum amounts of cash that can be kept in cash registers.
- C) A convenience/package store shall have posted, at or near the point(s) of sale, decals or signs indicating that employees cannot open the safe and that employees have minimum cash on hand.

Surveillance camera system

- A) A convenience/package store shall have a minimum of two, color digital high-resolution surveillance cameras. One camera must have an overall view of the counter/register area and the other camera a view of the main entrance/exit area and both shall display the correct date and time of the recording.
- B) The entrance/exit area camera shall be placed to provide a clear and identifiable full frame of the filmed individual's face.
- C) The cameras shall be operated at all times including hours when the store is not open for business.
- D) The owner or manager shall provide the police department, upon request, digital color images in connection with any criminal investigation.
- E) The owner or manager shall maintain a library of the recorded digital images for not less than 30 days.
- F) A convenience/package store shall have posted, at or near the point(s) of sale, signs or decals indicating that surveillance cameras are in use.

Minimum Staffing

- (A) A convenience/package store will maintain a minimum staffing of at least two (2) employees on-site at all times when the business is open.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7

Agenda Date 05/13/2014

Type Report

Department City Secretary

Title

Park Land Dedication Committee Meeting Minutes-September 14, 2009

Attachments

1. Park Land Dedication Committee Meeting Minutes-September 14, 2009



PARK LAND DEDICATION COMMITTEE
MINUTES
Monday, September 14, 2009
5:30 p.m.

The meeting was called to order at 5:33 p.m. on Monday, September 14, 2009, at the Parks Annex located at 5109 Bransford Road.

ROLL CALL: Park Land Dedication Committee Members: David Dudziak, Michael Clardy, Brian Estridge and Vince Rosen

STAFF: Monica Sue Walsh Director of Parks and Recreation and Chuck Majors Parks Superintendent

1. Call to Order
2. Approval of the February 12, 2002 and the September 3, 2008 Park Land Dedication Committee Meeting Minutes

Michael Clardy made a motion to approve the February 12, 2002 meeting minutes. Vince Rosen seconded the motion. The vote was unanimous. David Dudziak made a motion to approve the September 3, 2008 meeting minutes. Vince Rosen seconded the motion. The vote was unanimous.

3. Discussion and Consideration of Redirecting Park Land Fund Monies

Monica Sue Walsh Director of Parks and Recreation gave an overview of the status of the Park Land Fund monies and informed the Committee that Castleton Trail, McDonwell School Trail and Sparger Park Trail projects were all completed under budget. Staff and City Council seeks the Committee's recommendation to redirect Park Land fund monies back into the Park Land Dedication Fund.

Vince Rosen made a motion to redirect Castleton Trail (\$7,044), McDonwell School Trail (\$9,210) and Sparger Park Trail (\$4672), for a total of \$20,926, to return to the Park Land Dedication Fund. Brian Estridge seconded the motion. The vote was unanimous.

4. Discussion and Consideration of Funding Senior Center Open Space Elements

Monica Sue Walsh Director of Parks and Recreation provided a history and overview of the Senior Center open space area, noting that it is a public park with emphasis on senior lifestyle and compatibility to the neighborhood.

Monica informed the Committee that at the August 25, 2009 annual board meeting, the Colleyville Economic Development Corporation (CEDC) reduced the Phase II funding for the Senior Center Open Space Elements from \$350,000 to \$200,000. Additionally, Walsh stated that City Council approved the design of the trail for the Senior Center open space as the first priority and that Phase II would include the design elements. Staff and City Council seeks Committee recommendation to fund the \$150,000 balance for the Senior Center Open Space Elements out of the Park Land Dedication Fund.

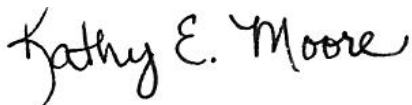
David Dudziak made a motion to approve the use of \$150,000 from Park Land Dedication Funds for the Senior Center Open Space Elements. Vince Rosen seconded the motion; the vote was a tie.

5. Adjournment

The meeting adjourned at 6:22 p.m.

APPROVED BY A VOTE OF 3 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 29th DAY OF April, 2014.

Minutes prepared by:

A handwritten signature in black ink that reads "Kathy E. Moore". The signature is written in a cursive, flowing style.

Kathy E. Moore
Administrative Assistant



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7
Type Report
Department Finance

Agenda Date 05/13/2014

Number

Title

April 2014 Monthly Financial Report

Explanation

General Fund

Through April 30, the City has collected 97.75% of current ad valorem taxes due and collections are ahead by .22% for the same time period last year. It is anticipated that the budgeted 99% collection rate will be achieved.

Total revenues received from franchise payments are up 4.68% from amounts received for the same time period last year. The annual electric payments received by Oncor and Tri-County both came in above the budgeted projections, as did the annual payment received by Atmos Gas. The quarterly payments received for cable TV franchise are almost 13% ahead of budgeted projections and last year's collections as of April 2013.

Sales tax revenue received in April was up 3.15% (\$6,222) from revenues reported for the same time period last year. Year-to-date General Fund sales tax is up 4.50% (\$53,079). This is the first month of increased sales tax revenues as compared to the prior year, as March 2014 was the first month that sales tax was down since February 2013. This is the highest April sales tax allocation ever received.

Compared to last year's revenues in the License and Permits category, revenues are up over 47%. Of this, almost 50% is attributable to building permit revenues, which includes an additional 16 new residential building permits compared to the same time period last year.

Revenues received from fines are closely following the budgeted projections and currently exceeds the amount projected by 2.27%. Revenues from alarm fees are on track to meet the budgeted projection of \$52,000.

Ambulance collections remain strong with a 23.48 % increase over last year's collections. This increase in collections can be attributed to a 10% increase in hospital transports for the first quarter.

Revenues received for outstanding mowing liens is significantly greater than the budgeted projection due to the recent collection of multiple outstanding mowing liens

placed on two properties.

The average amount expended by the General Fund departments at the end of April is 45.9% of the total appropriation versus 48.42%, which was projected to be spent.

Utility Fund

To provide a summary of the Utility Fund Revenues, water sales through April 30 are 11.02% behind sales for the same time period last fiscal year. Water usage has decreased due to an increase in rainfall (approximately 5 inches more when compared to the same months last year), cooler temperatures in the winter months and continued Stage 1 water restrictions, implemented last June, that limit outdoor watering to twice per week.

The average amount expended by the Utility Fund departments at the end of April 48.04% of the total appropriation, versus 51.71% which was projected to be spent.

Attachments

1. April Monthly Financial Report

MONTHLY FINANCIAL REPORT - APRIL 2014

GENERAL FUND		RECEIVED	PROJECTED	RECEIPT VS	RECEIVED	PERCENT
REVENUE SOURCE	FY 2014	AS OF	AS OF	PROJECTED	AS OF	CHANGE OVER
	BUDGET	4/30/2014	4/30/2014	INCR (DECR)	4/30/2013	PRIOR YEAR
Current Taxes	\$11,601,451	\$11,349,206	\$11,345,672	0.03%	\$10,586,932	7.20%
Delinquent Taxes	70,000	42,222	40,455	4.37%	47,829	-11.72%
Penalty & Interest	65,000	34,246	35,527	-3.61%	34,434	-0.55%
TOTAL AD VALOREM TAXES	\$11,736,451	\$11,425,674	\$11,421,654	0.04%	\$10,669,195	7.09%
Oncor Electric	\$840,000	\$893,973	\$840,000	6.43%	\$891,771	0.25%
Tri-County Electric	105,000	105,326	105,000	0.31%	100,229	5.09%
Atmos Gas	305,000	354,663	305,000	16.28%	289,708	22.42%
AT&T	83,500	38,793	41,750	-7.08%	42,920	-9.62%
Verizon/Others	84,000	52,011	49,000	6.15%	50,648	2.69%
Refuse/Recycling	145,800	83,517	85,049	-1.80%	83,832	-0.38%
Cable TV	425,000	239,944	212,500	12.91%	230,063	4.29%
TOTAL FRANCHISE TAXES	\$1,988,300	\$1,768,227	\$1,638,299	7.93%	\$1,689,171	4.68%
Sales Tax	\$2,875,000	\$1,232,558	\$1,223,297	0.76%	\$1,179,480	4.50%
Mixed Beverage Tax	25,277	71,628	18,958	277.83%	50,991	40.47%
TOTAL SALES TAX	\$2,900,277	\$1,304,186	\$1,242,255	4.99%	\$1,230,471	5.99%
Building	\$485,768	\$450,117	\$283,365	58.85%	\$300,836	49.62%
Plumbing	48,680	40,388	28,397	42.23%	32,018	26.14%
Mechanical	28,868	21,855	16,840	29.78%	20,024	9.14%
Electrical	37,568	35,910	21,915	63.86%	29,378	22.24%
City License	37,372	29,445	21,800	35.07%	23,665	24.42%
Building Plan Review Fee	68,000	110,566	39,667	178.74%	60,061	84.09%
New Business	3,372	2,726	1,967	38.59%	2,914	-6.45%
Sign Permit	5,463	7,040	3,187	120.91%	3,470	102.88%
Fence Permit	3,500	6,625	2,042	224.49%	2,950	124.58%
Fire Permits	6,500	5,050	3,792	33.19%	3,500	44.29%
Irrigation Permit	13,660	8,466	7,968	6.25%	9,089	-6.85%
TOTAL LICENSES & PERMITS	\$738,751	\$718,188	\$430,938	66.66%	\$487,905	47.20%
Fines	\$750,000	\$446,373	\$437,500	2.03%	\$409,293	9.06%
Alarm Fees	52,000	31,984	30,333	5.44%	31,699	0.90%
Library Fines	22,500	13,533	13,125	3.11%	12,663	6.87%
TOTAL FINES	\$824,500	\$491,890	\$480,958	2.27%	\$453,654	8.43%

MONTHLY FINANCIAL REPORT - APRIL 2014

REVENUE SOURCE	FY 2014 BUDGET	RECEIVED AS OF 4/30/2014	PROJECTED AS OF 4/30/2014	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 4/30/2013	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$7,500	\$5,332	\$4,375	21.88%	\$5,020	6.22%
Plat Fee/Site Plan	4,000	8,463	2,333	262.68%	5,813	-45.59%
Board of Adjustment	1,250	1,700	729	133.14%	1,500	13.33%
Sale of Material	100	486	58	732.63%	8	5971.25%
Weed Mowing	6,500	27,660	3,792	629.50%	4,852	470.08%
Ambulance	275,000	195,574	160,417	21.92%	158,384	23.48%
Recreation Program	145,000	97,861	97,150	0.73%	81,352	20.29%
Non-Resident Fee Parks	35,850	33,670	35,850	-6.08%	27,859	20.86%
Field Use Charge	20,500	21,465	20,500	4.71%	13,200	62.61%
Engineering & Inspection	0	163,288	0	100.00%	4,830	100.00%
Colleyville Center Rental	230,000	132,642	134,167	-1.14%	147,939	-10.34%
Lot Drainage Insp Fee	16,875	9,125	9,844	-7.30%	7,000	30.36%
TOTAL CHARGES FOR SERVICE	\$742,575	\$697,266	\$469,215	48.60%	\$457,755	52.32%
SRO Officer Reimb	\$94,282	\$94,282	\$94,282	0.00%	\$94,282	0.00%
Keller Court	217,697	112,958	112,958	0.00%	\$110,305	2.40%
TOTAL INTERGOVERNMENTAL	\$311,979	\$207,240	\$207,240	0.00%	\$204,587	1.30%
Sale of Surplus Property	\$5,000	\$13,801	\$5,000	176.01%	\$0	100.00%
Interest Income	35,000	0	0	0.00%	13,190	-100.00%
Miscellaneous	54,000	42,716	42,660	0.13%	79,624	-46.35%
Use of Available Cash	1,000,000	0	0	0.00%	0	0.00%
Antenna Lease	70,040	46,418	46,418	0.00%	46,479	-0.13%
TOTAL MISCELLANEOUS	\$1,164,040	\$102,934	\$94,078	9.41%	\$139,293	-26.10%
Transfers-In	\$1,130,214	\$0	\$0	0.00%	\$0	0.00%
TOTAL TRANSFERS	\$1,130,214	\$0	\$0	0.00%	\$0	0.00%
TOTAL GENERAL FUND REVENUES	\$21,537,087	\$16,715,605	\$15,984,636	4.57%	\$15,332,032	9.02%

MONTHLY FINANCIAL REPORT - APRIL 2014

	FY 2014 BUDGET	THROUGH 4/30/2014	THROUGH 4/30/2013	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.0%	97.75%	97.54%	0.21%	0.22%
RESIDENTIAL BLDG PERMITS	118	67	51	16	31.37%
COMMERCIAL BLDG PERMITS	6	5	5	0	0.00%
CITATIONS ISSUED	11,750	5,853	6,144	(291)	-4.74%

GENERAL FUND EXPENSES

	FY 2014 BUDGET	EXPENDED THROUGH 4/30/2014	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	\$204,006	\$87,476	\$119,004	42.88%	\$116,530
City Manager	569,764	315,260	332,362	55.33%	254,504
City Secretary	211,725	110,323	123,506	52.11%	101,402
Finance	401,583	247,154	248,257	61.54%	154,429
Legal	130,460	175,881	130,460	134.82%	(45,421)
Engineering	510,915	222,172	248,034	43.49%	288,743
Economic Development	296,799	131,515	144,133	44.31%	165,284
Building Inspection	281,672	144,820	154,309	51.41%	136,852
Community Development	337,675	148,172	156,977	43.88%	189,503
Fire	4,259,224	2,382,974	2,484,547	55.95%	1,876,250
Police	4,172,062	2,287,172	2,353,703	54.82%	1,884,890
Parks	1,285,084	520,654	539,632	40.52%	764,430
Recreation	357,816	129,038	130,726	36.06%	228,778
Street Maintenance	3,840,966	713,075	840,564	18.56%	3,127,891
Library	674,061	323,719	343,202	48.03%	350,342
Communications	139,447	71,197	81,344	51.06%	68,250
Colleyville Center	312,513	148,211	157,299	47.43%	164,302
Human Resources	270,466	131,733	157,772	48.71%	138,733
Municipal Court	389,410	203,963	205,156	52.38%	185,447
Fleet Maintenance	226,290	121,615	132,003	53.74%	104,675
Building Services	362,845	196,374	211,660	54.12%	166,471
Information Services	1,065,205	713,562	716,370	66.99%	351,643
Non Departmental	859,068	358,291	416,123	41.71%	500,777
Capital Equipment Reserve	242,000	-	0	0.00%	242,000
Compensation Adjustment	132,911	-	0	0.00%	132,911
TOTAL EXPENSES	\$21,533,967	\$9,884,352	\$10,427,141	45.90%	\$11,649,615

MONTHLY FINANCIAL REPORT - APRIL 2014

UTILITY FUND						
REVENUE SOURCE	FY 2014 BUDGET	RECEIVED AS OF 4/30/2014	PROJECTED AS OF 4/30/2014	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 4/30/2013	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$9,820,661	\$4,183,574	\$4,542,203	-7.90%	\$4,701,646	-11.02%
Sewer Sales	3,053,229	2,073,483	1,781,050	16.42%	1,787,118	16.02%
Sewer Installation	7,000	6,600	4,083	61.63%	5,400	22.22%
Water Installation	21,000	20,460	12,250	67.02%	14,160	44.49%
Sewer Tie-on Charges	5,000	3,000	2,917	2.86%	0	100.00%
Engineering Charges	5,000	87,120	5,000	1642.40%	7,897	1003.27%
Penalties	190,112	112,298	110,899	1.26%	106,336	5.61%
Miscellaneous	13,000	9,403	7,583	23.99%	10,096	-6.86%
TOTAL OPERATING INCOME	\$13,115,002	\$6,495,938	\$6,465,985	0.46%	\$6,632,653	-2.06%
Interest Income	\$20,300	\$0	\$0	0.00%	\$20,028	-100.00%
TOTAL NON-OPERATING INCOME	\$20,300	\$0	\$0	0.00%	\$20,028	-100.00%
TOTAL INCOME	\$13,135,302	\$6,495,938	\$6,465,985	0.46%	\$6,652,681	-2.36%

	THROUGH 4/30/2014	THROUGH 4/30/2013	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	930,169,000	1,138,550,960	(208,381,960)	-18.30%
NUMBER OF WATER CUSTOMERS	9,442	9,342	100	1.07%

UTILITY FUND EXPENSES					
	FY 2014 BUDGET	EXPENDED THROUGH 4/30/2014	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	\$386,616	\$166,394	\$175,526	43.04%	\$220,222
Operations	9,515,310	4,770,558	5,200,598	50.14%	4,744,752
Utility Support	1,060,731	492,418	523,760	46.42%	568,313
Non-Departmental	292,868	111,862	125,840	38.20%	181,006
Debt Service	819,137	788,384	788,384	96.25%	30,753
Compensation Adjustment	20,411	0	0	0.00%	20,411
Interfund loan repayment	44,286	0	0	0.00%	44,286
Transfer to General Fund	1,037,213	0	0	0.00%	1,037,213
TOTAL EXPENSES	\$13,176,572	\$6,329,616	\$6,814,107	48.04%	\$6,846,956

RESOLUTION R-14-3749

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
MAY 13, 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:

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 13TH DAY OF MAY 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor