



City of Colleyville City Council Agenda

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

Tuesday, June 17, 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 of the Glade Road Project

PC-2 Discussion of the June 17, 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 551.071 - Legal - Consultation with attorney regarding pending litigation - Gregory Ahren v. City of Colleyville

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

Section 551.076 - Deliberate security personnel, devices, and audits

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

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

INVOCATION: Pastor Jeff Strickland, Colleyville Assembly of God

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

2. EXECUTIVE SESSION: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - Resolution R-14-3755

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 - Nutrishop Colleyville, Owners Martha and Andrew Serrano, Marketing Director, Chandler Forrest, 5615 Colleyville Boulevard, Suite 440 - Mayor David Kelly and Economic Development Director Marty Wieder

Recognition of employees' years of service

Recognition of employee achievements

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3756

4a Approval of the minutes of the City Council worksession of May 28, 2014

4b Approval of the minutes of the regular City Council meeting of June 3, 2014

4c Approval of an update to the City's Strategic Plan

5. ELECTION OF MAYOR PRO TEM

Election of Mayor Pro Tem

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

6a Ordinance O-14-1918

Approval of the Fiscal Year 2015 (FY 2015) Colleyville Crime Control and Prevention District budget

6b Ordinance O-14-1919

Approval to amend Part II, Chapter 2 - Administration, Article II-Finance, Division 1, Sec. 2-26 (j) of the Colleyville, Texas, Code of Ordinances, which sets fees and charges for City Services, specifically Colleyville Center rental rates

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-14-3757**

A resolution appointing a member to the Colleyville Economic Development Corporation (CEDC) Board of Directors

7b Resolution R-14-3758

A resolution appointing a member to the Tax Increment Finance (TIF) District Board to fill an unexpired term

7c Resolution R-14-3759

A resolution appointing a member to the Audit Committee

7d Resolution R-14-3760

Appointing the Mayor and two Colleyville City Councilmembers to the Municipal Judge Review and Selection Committee

8. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA**9. REPORTS**

Colleyville Events Steering Committee Meeting Minutes-March 26, 2014
May 2014 Monthly Financial Report

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR JUNE 17, 2014 - Resolution R-14-3761**11. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, June 13, 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 06/17/2014

Type Pre Council

Department Public Works

Title

Update and discussion of the Glade Road Project

Explanation

Chad Gartner with TranSystems, the design engineer for the Glade Road Project, will present a project update and responses to the questions and comments of City Council at the April 16, 2014 worksession.

As a point of reference for the City Council, the Glade Road Project presentation from the April 16, 2014 worksession is attached to this briefing.

Project History and Timeline

Glade Road is a major east/west corridor for Colleyville. This road was first identified as a thoroughfare in the first comprehensive plan that was prepared for the City of Colleyville, which at the time was the Town of Colleyville. The initial comprehensive plan was prepared in 1970 and an exhibit from that plan is attached for reference. The trail along the north side of Glade Road was identified as a priority in the 1999 Pathways Plan.

- October 5, 2011 Pre Council presentation on the Glade Road and Bluebonnet Road intersection. At this meeting, the City Council directed staff to proceed with engaging a design engineer to study the entire Glade Road corridor.
- July 2, 2012 City engaged the services of TranSystems for a preliminary corridor study
- November 20, 2012 Pre Council presentation of the preliminary corridor study
- February 19, 2013 City engaged the services of TranSystems for a preliminary design
- May 23, 2013 Glade Road Public Meeting
- November 18, 2013 Glade Road Public Meeting

- March 3, 2014 City Council Worksession to discuss consultant's preliminary design

- April 16, 2014 City Council Worksession to discuss consultant's preliminary design

Please note that all graphics included in presentation are artistic renderings based upon the preliminary concepts that have been discussed. The ultimate project impact will be determined by the final engineering design.

Attachments

1. June 17, 2014 TranSystems presentation
2. Original 1970 Thoroughfare Plan
3. April 16, 2014 TranSystems presentation



GLADE ROAD PROJECT





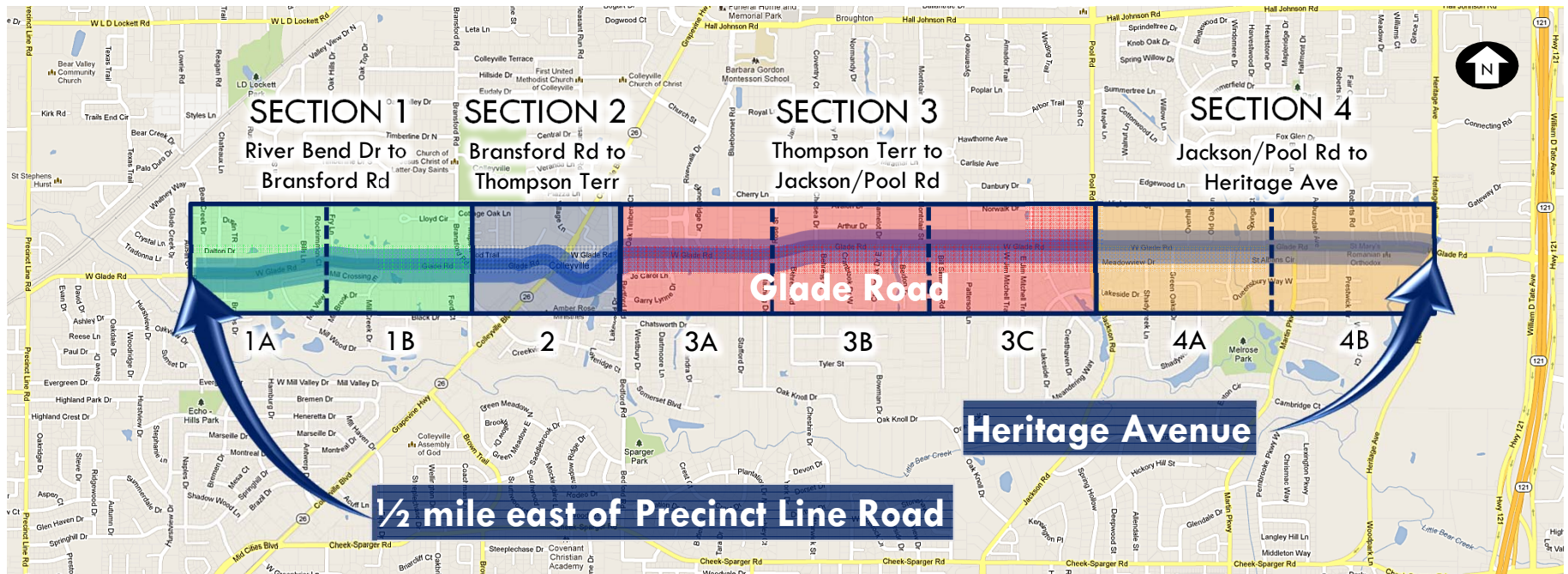
Workshop Agenda

- **Bransford Roundabout**
- **Roadway Section/Curb Type Discussion**
- **Trail and Sidewalk Discussion**
- **Pavement Section - Reclamation vs. Reconstruction**
- **Conceptual Tree Mitigation Program**
- **Summary of Project Phasing**
- **Summary of Recommendation**

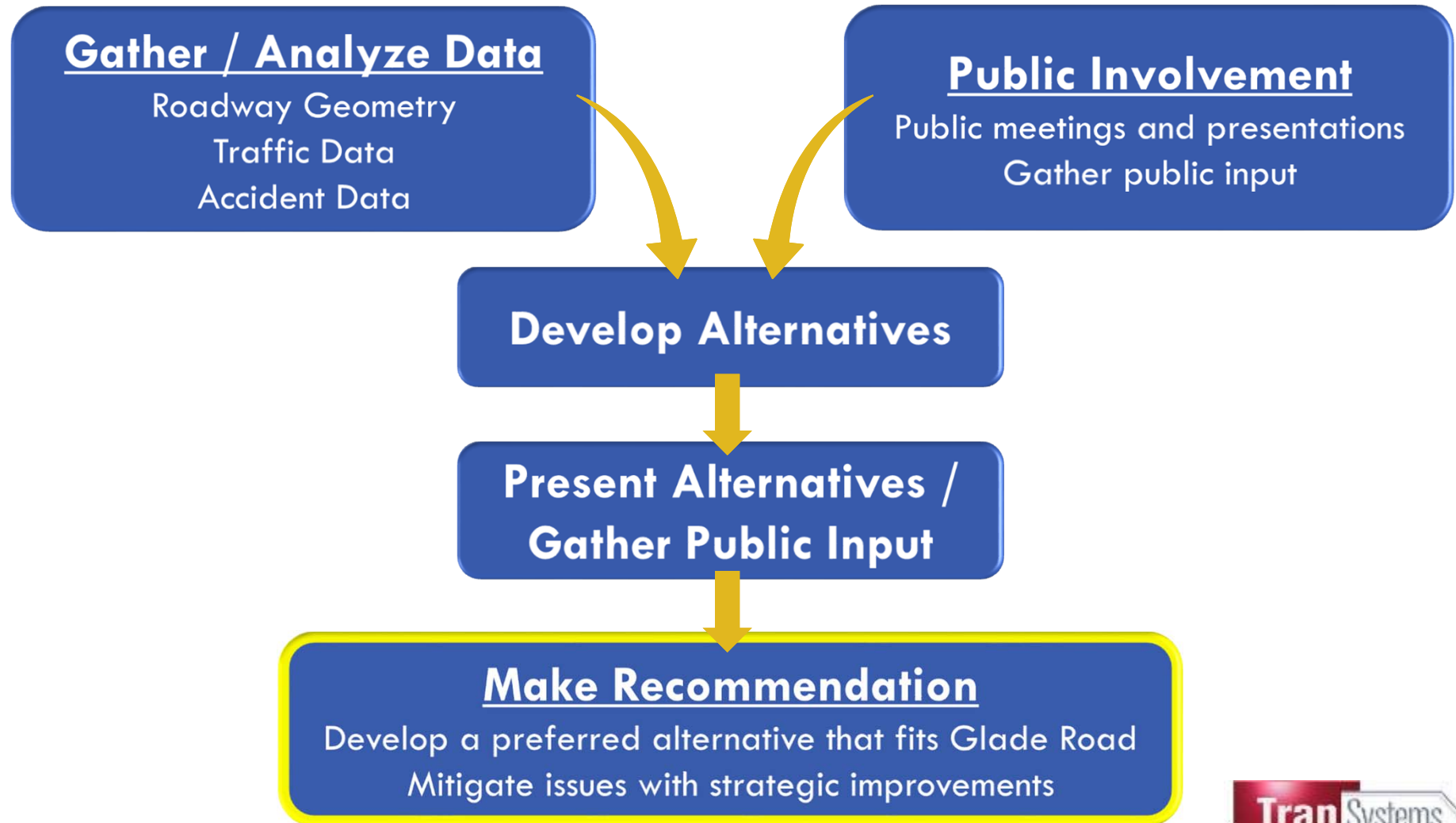


Purpose:

Provide a vision and plan for future improvements to Glade Road.



Project Study Approach



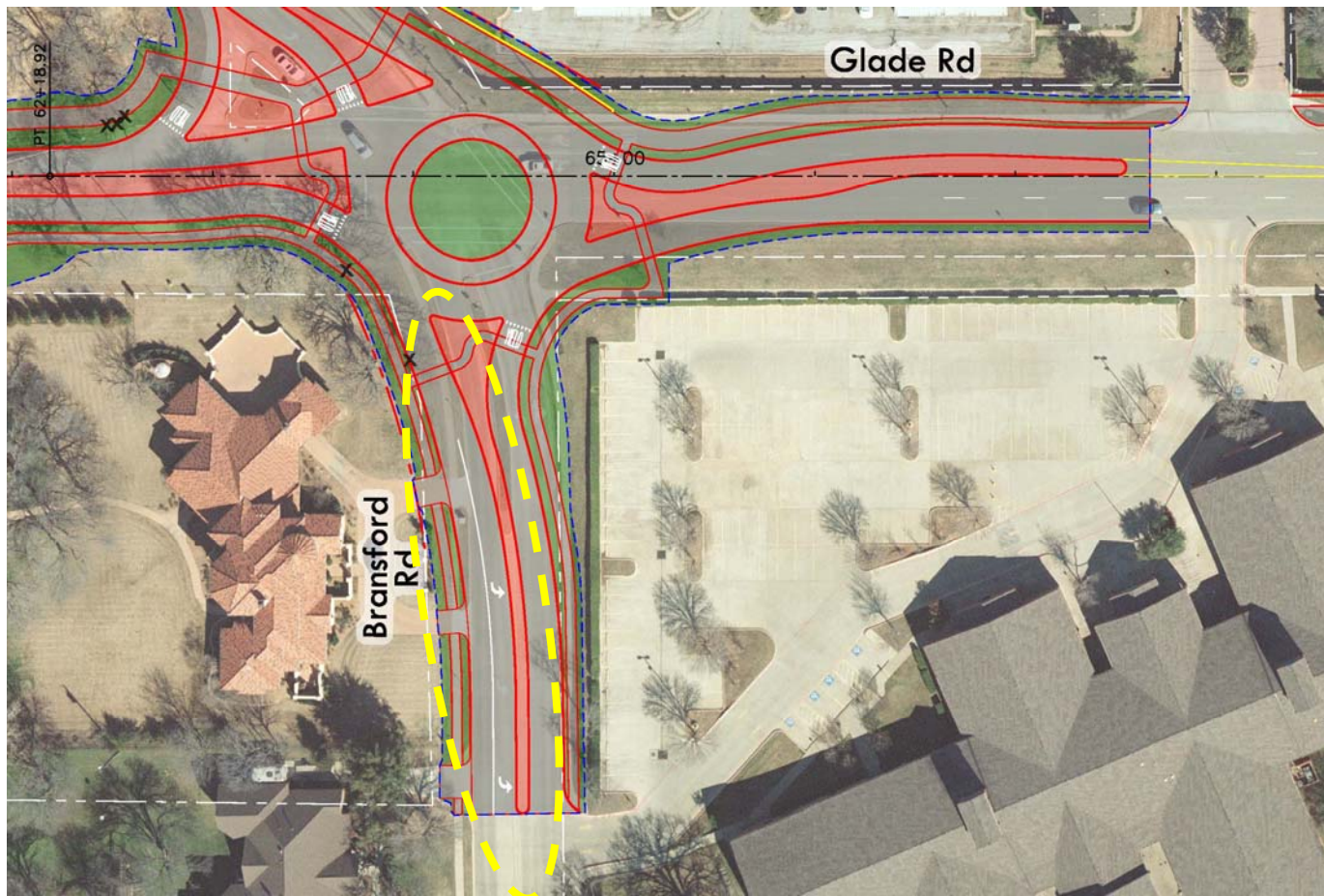
Section 1

Bransford Roundabout



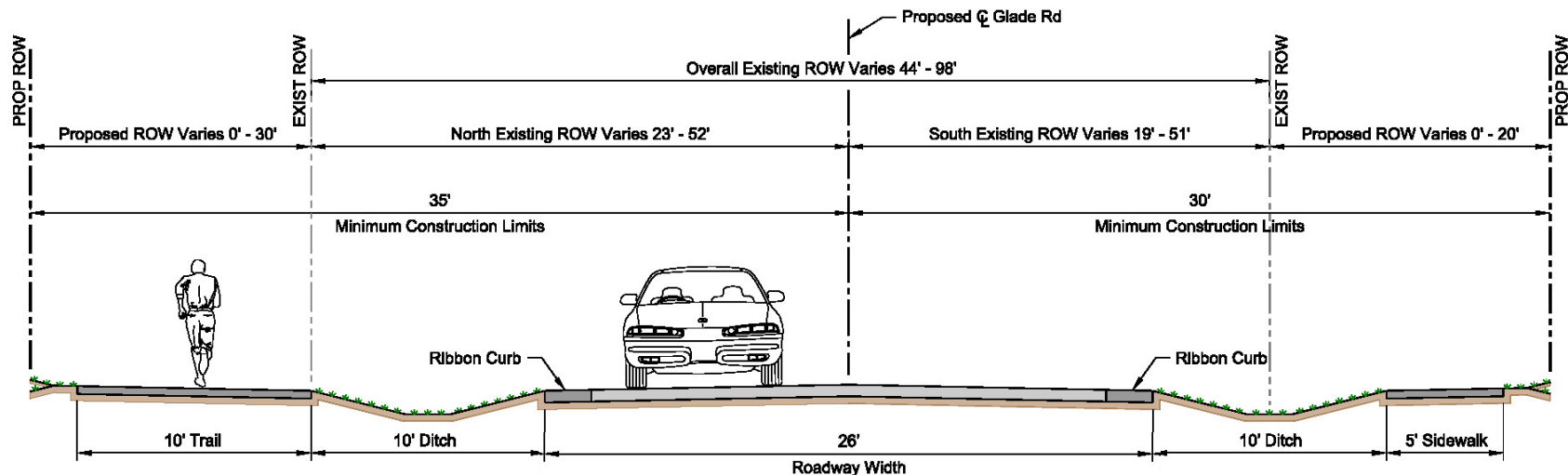
Revised southbound left-turn lane for Bransford Elementary

Existing length = 75' Proposed length = 170'



Roadway Section

Ribbon Curb with Swale

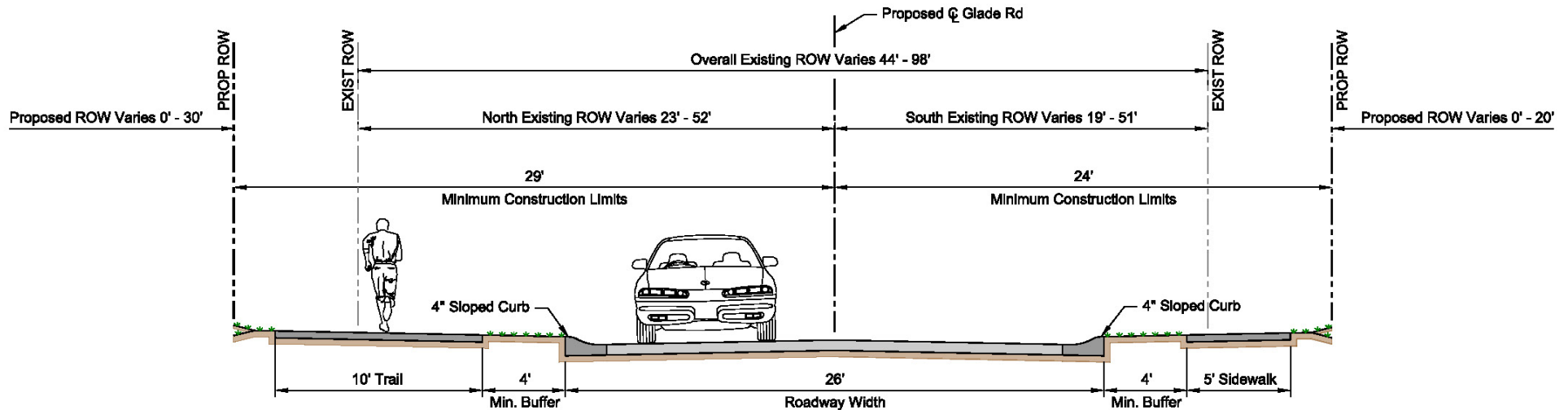


- Rural feel
- Requires the most right-of-way
- Impacts the most trees
- No physical barrier separating vehicular and pedestrian traffic
- Requires 8'-10' between curb and sidewalk
- Requires the most ongoing maintenance
- Allows vehicles to pull over for emergency vehicles



Roadway Section

Sloped Curb

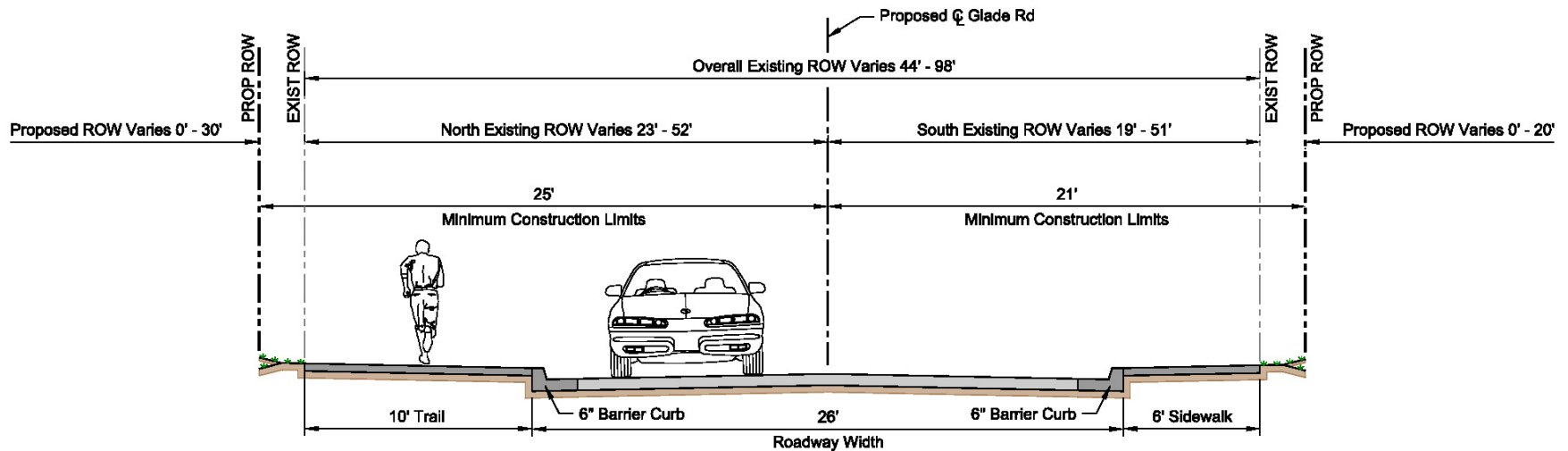


- Semi-rural feel
- Requires less right-of-way
- Less impact to trees
- Provides some delineation between vehicular and pedestrian traffic
- Recommend 4' buffer between sidewalk and curb
- Allows vehicles to pull over for emergency vehicles



Roadway Section

Barrier Curb



- Urban feel
- Matches other sections of Glade Road
- Requires the least right-of-way
- Impacts the least trees
- Provides a barrier between vehicular and pedestrian traffic
- Sidewalk can be adjacent to the curb when needed to avoid conflicts with trees or minimize right-of-way
- Restricts vehicles from pulling over for emergency vehicles



Roadway Section Renderings

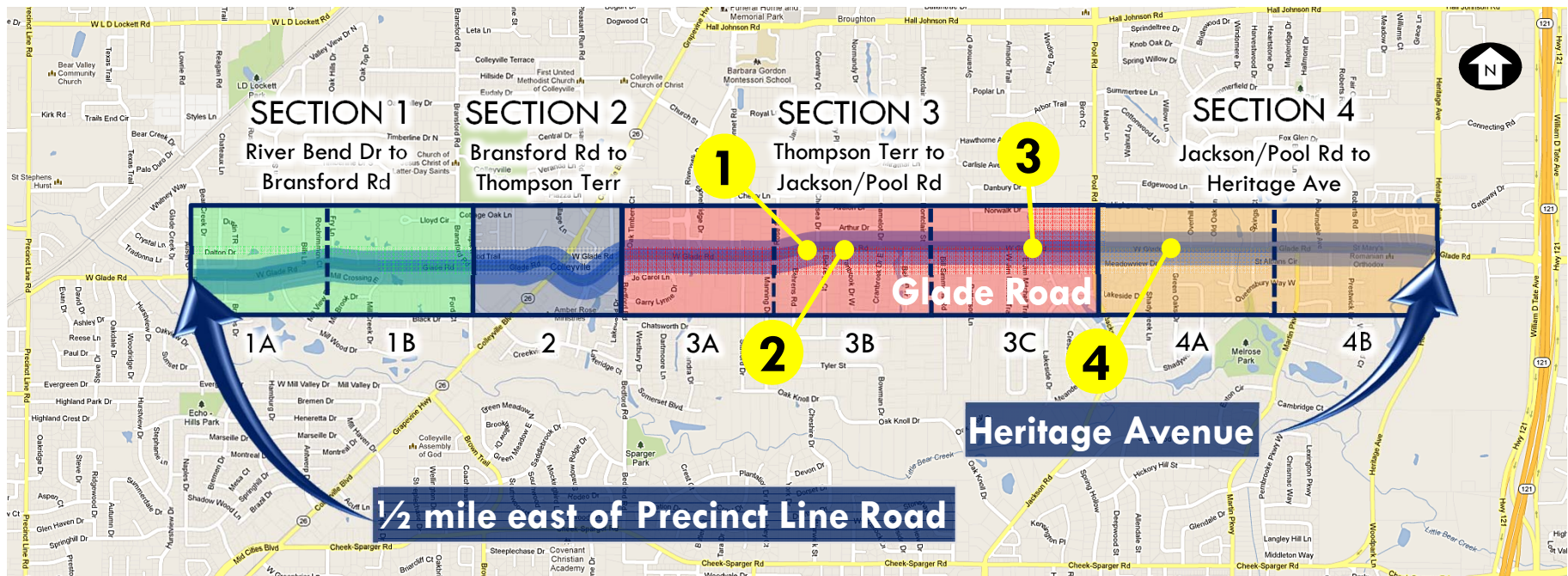


1 Behrens Court

3 E. Jim Mitchell Trail

2 Chelsea Park Area

4 Overhill Drive



Roadway Section

Location 1 – Behrens Court



Ribbon Curb with Swale

Roadway Section

Location 1 – Behrens Court



Sloped Curb

Roadway Section

Location 1 – Behrens Court



Barrier Curb



Roadway Section

Location 1 – Behrens Court

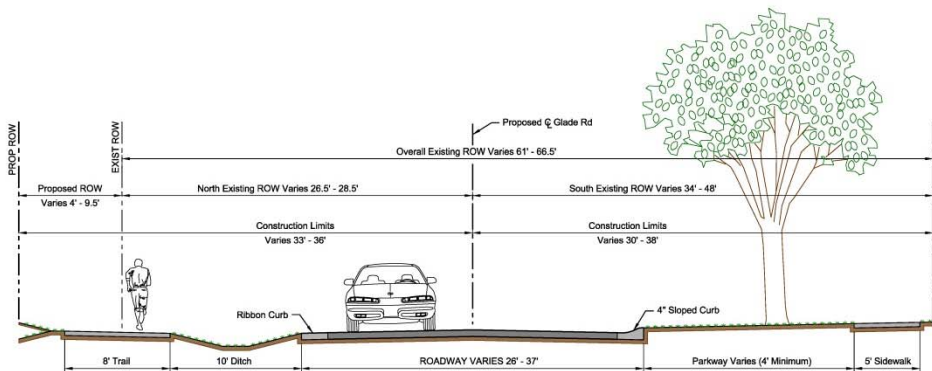
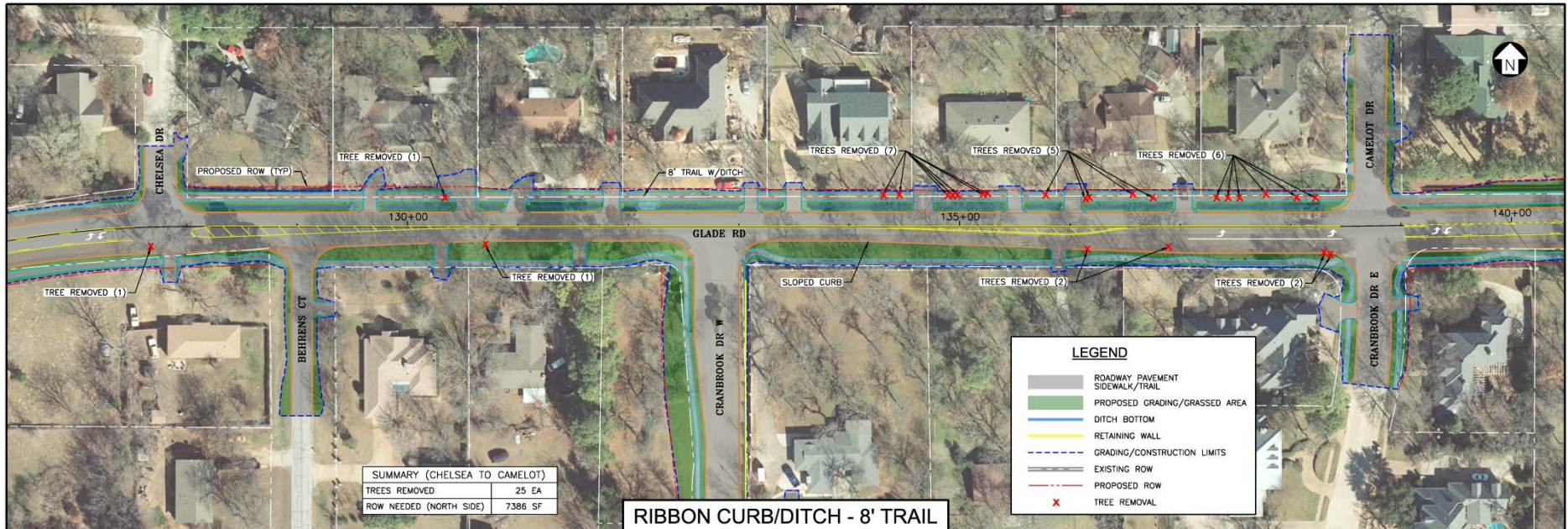


Barrier Curb with Sidewalk Adjacent



Roadway Section

Location 2 – Chelsea Park Area



3D RENDERING
STA 134+50
LOOKING EAST

Roadway Section

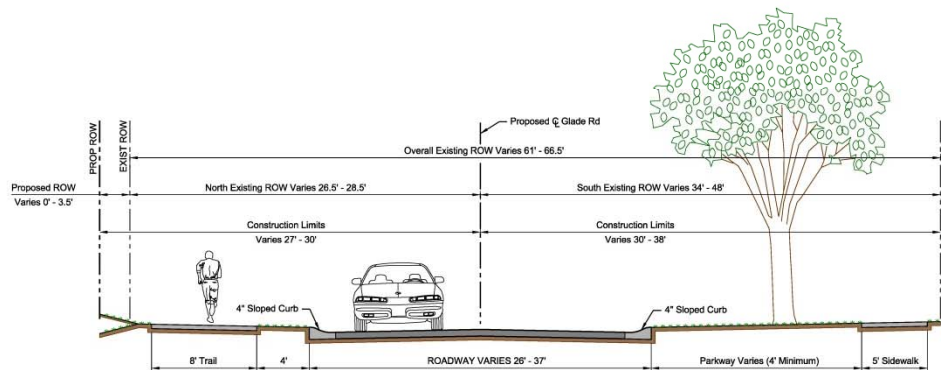
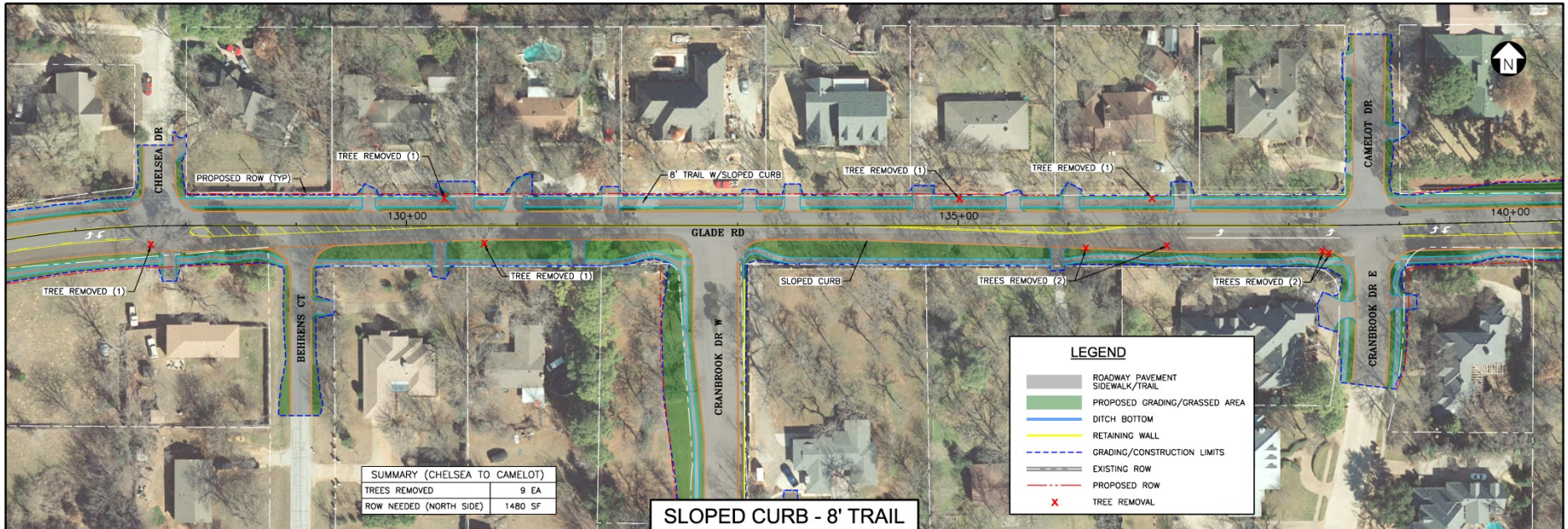
Location 2 – Chelsea Park Area



North - Sloped Curb
South - Ribbon Curb Swale

Roadway Section

Location 2 – Chelsea Park Area



3D RENDERING
STA 134+50
LOOKING EAST

Roadway Section

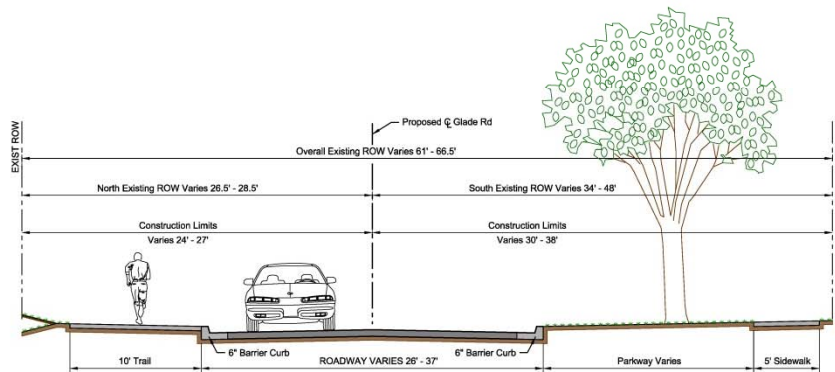
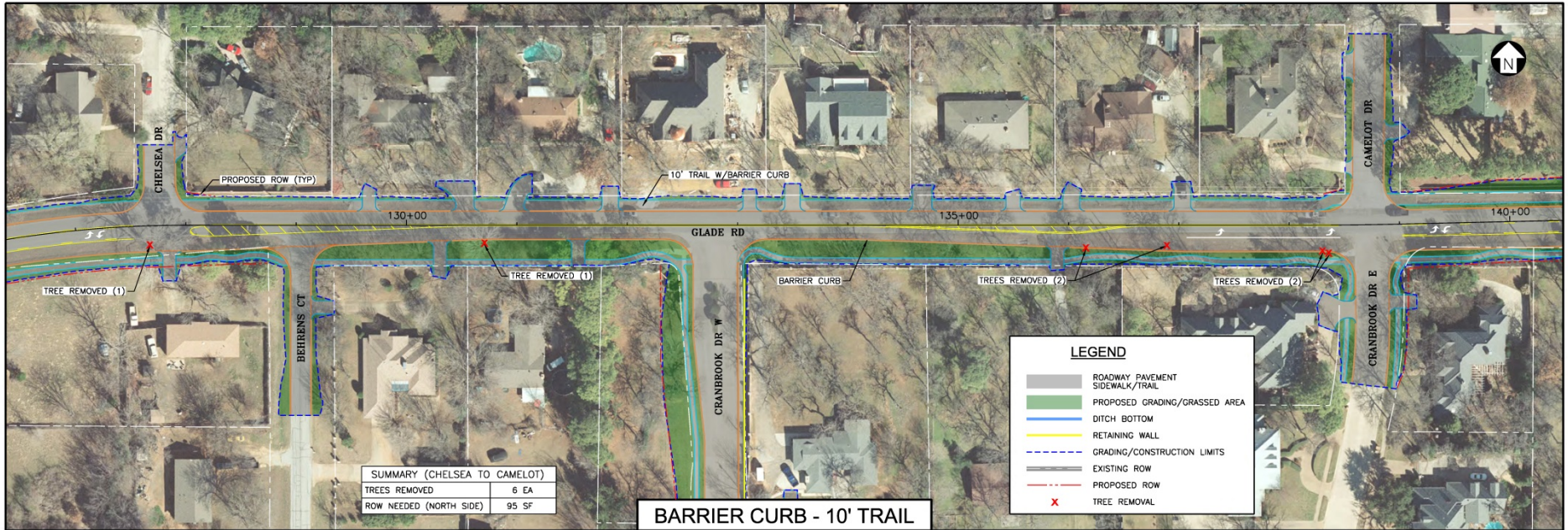
Location 2 – Chelsea Park Area



Sloped Curb

Roadway Section

Location 2 – Chelsea Park Area



3D RENDERING
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LOOKING EAST



Roadway Section

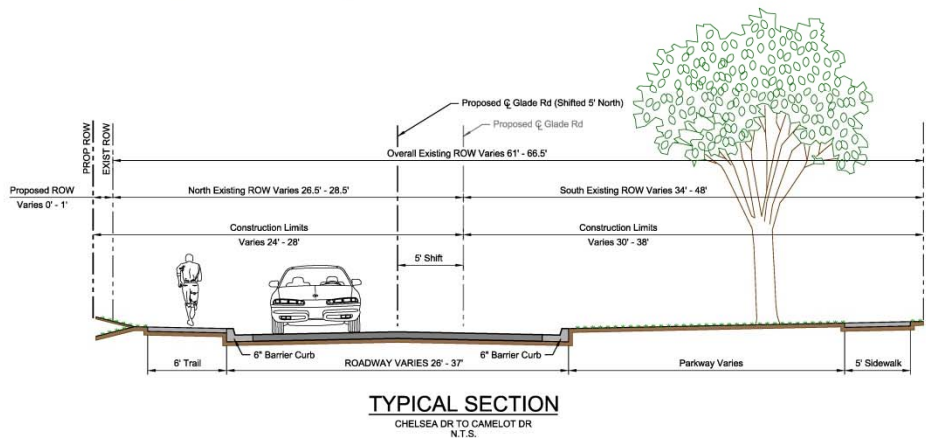
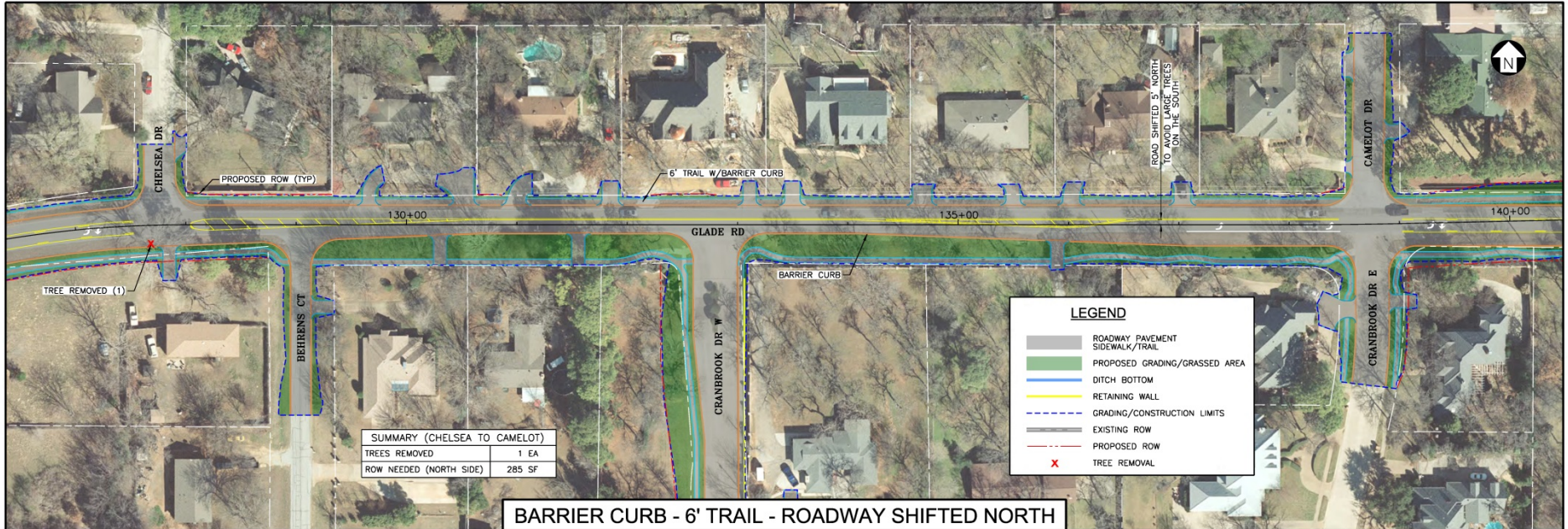
Location 2 – Chelsea Park Area



Barrier Curb

Roadway Section

Location 2 – Chelsea Park Area



3D RENDERING
STA 134+50
LOOKING EAST

Roadway Section

Location 3 – E. Jim Mitchell Trail



Ribbon Curb with Swale

Roadway Section

Location 3 – E. Jim Mitchell Trail



Sloped Curb

Roadway Section

Location 3 – E. Jim Mitchell Trail



Barrier Curb



Roadway Section

Location 4 – Overhill Drive



North - Ribbon Curb with Swale
South – Barrier Curb



Roadway Section

Location 4 – Overhill Drive



Sloped Curb

Roadway Section

Location 4 – Overhill Drive



Barrier Curb



Sidewalk/Trail Options



5' sidewalk on south side and 10' trail on north side

- Recommended for Bransford to Manning and Jackson/Pool to Heritage using existing rights-of-way

5' sidewalk on both north and south side

- River Bend Dr. to Bransford Rd. and Manning Dr. to Jackson/Pool Rd.
- Total project savings \$505,000 in construction and right-of-way costs
- 7 less parcels
- 17 trees saved

8' enhanced sidewalk south side only

- River Bend Dr. to Bransford Rd. and Manning Dr. to Jackson/Pool Rd.
- Total project savings \$755,000 in construction and right-of-way costs
- 16 less parcels
- 26 Trees Saved





Sidewalk/Trail

Location 1 – Behrens Court



10' trail / 5' sidewalk





Sidewalk/Trail

Location 1 – Behrens Court



5' sidewalk both sides





Sidewalk/Trail

Location 1 – Behrens Court



8' enhanced sidewalk south side





Sidewalk/Trail

Location 2 – Chelsea Park Area



10' trail / 5' sidewalk





Sidewalk/Trail

Location 2 – Chelsea Park Area



5' sidewalk both sides





Sidewalk/Trail

Location 2 – Chelsea Park Area



8' enhanced sidewalk south side





Sidewalk/Trail

Location 3 – E. Jim Mitchell Trail



5' sidewalk / 10' trail





Sidewalk/Trail

Location 3 – E. Jim Mitchell Trail



5' sidewalk both sides





Sidewalk/Trail

Location 3 – E. Jim Mitchell Trail



8' enhanced sidewalk south side



Pavement Section

Reclamation vs. Reconstruction



Typical Existing Pavement Section

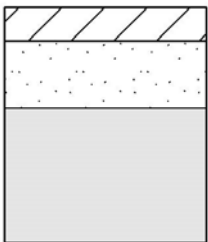


2" Surface Course

Compacted Subgrade

- Evolved over time (not designed)
- 3 to 5 year life
- Poor riding surface
- Requires constant maintenance

Reclamation Pavement Section



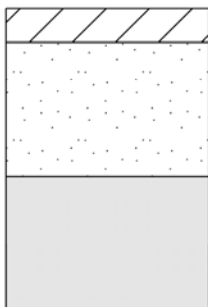
2" Asphalt Surface Course

4" Asphalt Base Course

8" Stabilized Subgrade

- 15 year design life
- Reduced road noise
- Faster construction
- Reduced complexity in construction phasing
- Minor maintenance can be performed by City crews

Engineered Pavement Section



2" Asphalt Surface Course

7"-9" Asphalt Base Course

8" Stabilized Subgrade

- 30 plus year design life
- Reduced road noise
- Reduced complexity in construction phasing
- Minor maintenance can be performed by City crews

Pavement Section

Reclamation vs. Reconstruction



Possible Areas for Pavement Reclamation

- Mill Creek to Bransford Road (Section 1B)
- Manning to Jackson/Pool (Sections 3B and 3C)
- Jackson/Pool to Strathmore Terrace (Section 4)

Things to consider with Pavement Reclamation

- Limits geometric modifications, elevation stays the same
- Could be performed in existing rights-of-way
- Addressing narrow road widths
 - Some grading and drainage improvements will be required
 - Possibility of pavement failing along existing edge of pavement
- Left-turn lanes
 - Will require additional rights-of-way, grading, drainage improvements and a full depth pavement
- Consider completing sidewalk on south side of the road
 - Will require additional rights-of-way
- Addition of curb will require storm drain improvements





Pavement Section

Reclamation vs. Reconstruction



Things to consider with Pavement Reconstruction

- Address safety and visibility issues
- Bar ditches replaced with engineered drainage system
- Safer lane widths
- Improve roadside safety (shoulder conditions)
- Can add left-turn lanes where warranted for safety and mobility
- Pedestrian elements can be added as desired





Pavement Section

Reclamation vs. Reconstruction



Cost Comparison*

Riverbend to Bransford Road (Section 1)

- Reconstruction - \$4,977,000
- Reclamation - \$437,000

Manning to Jackson/Pool (Sections 3B and 3C)

- Reconstruction - \$5,926,000
- Reclamation - \$1,266,000

Jackson/Pool to Strathmore Terrace (Section 4)

- Reconstruction - \$3,390,000
- Reclamation - \$732,000

* Estimated costs include preliminary rights-of-way and construction costs





Tree Mitigation



Conceptual Program Details

- Funds set aside for tree mitigation along Glade
- Property owners can select from City-approved trees
 - Type of tree can be to specific certain sections of Glade Road
- Property owners that lose trees have priority in selection
- Limit number of trees per property owner
- Provide criteria as to where they can planted
- Installed by a City contractor (contract separate from Glade Road)
- Warrantied by the contractor directly with the property owner
- Property owners may upgrade tree size at their own cost

Tree Mitigation



Conceptual Program Benefits continued...

- Gives the property owner input
 - Type of tree
 - Number of trees
 - Location of tree
- Keeps trees out of City right-of-way
- Keeps trees out of overhead power lines
- Does not require installation or maintenance by City Staff
- Warrantied by the contractor not the City
- Trees can be replaced at a ratio of 2:1, 3:1 or higher



Project Phasing

Constraints



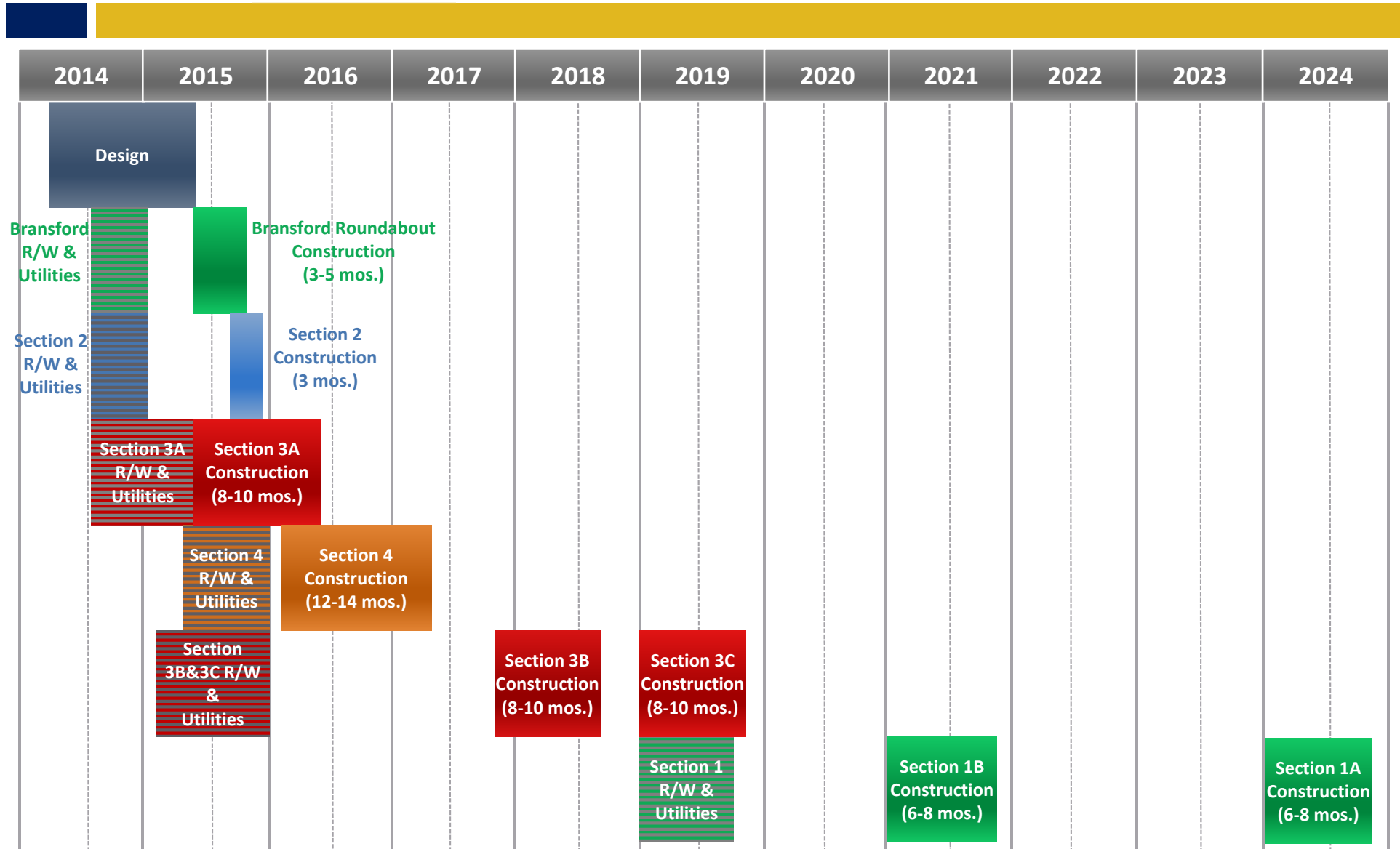
What Controls Project Phasing?

- Right-of-way Acquisition
- Utility Coordination and Relocations (Franchise and City Utilities)
- Final Design and Bidding
- Bransford Elementary School
- SH 26 Construction
- Construction Time
- Budgeted Project Funding – Glade Road
- City Council Preference



Project Phasing

Schedule





Glade Road

Recommendation



Section 1 (River Bend Dr. to Bransford Rd.)

- Two lanes with left turn lanes where warranted
- Barrier curb

Options

- Sloped curb
- Ribbon curb with engineered swale in select locations
- 10' trail on the north side and 5' sidewalk on the south side
- 5' sidewalk on the north and south side
- 8' enhanced sidewalk on the south side
- Pavement reclamation



Glade Road

Recommendation



Section 2 (Bransford Rd. to Thompson Terrace)

- Pavement markings
- Bransford intersection – roundabout with left-turn lane for school traffic

Options

- 10' trail on the north side and 5' sidewalk on the south side
- 5' sidewalk on the north and south side
- 8' enhanced sidewalk on the south side



Glade Road

Recommendation



Section 3A (Thompson Terrace to Manning Dr.)

- Bedford to Bluebonnet - two lanes with continuous left-turn lane
- Bedford intersection – re-align to improve sight distance
- Riverwalk intersection – roundabout
- Bluebonnet intersection – lower road and keep stop sign on Bluebonnet approach
- Barrier curb

Options

- Sloped curb
- 10' trail on the north side and 5' sidewalk on the south side
- 5' sidewalk on the north and south side
- 8' enhanced sidewalk on the south side



Glade Road

Recommendation



Section 3B & 3C (Manning Dr. to Jackson/Pool Rd.)

- Two lanes with left-turn lanes where warranted
- Barrier curb

Options

- Sloped curb
- Ribbon curb with engineered swale
- 10' trail on the north side and 5' sidewalk on the south side
- 5' sidewalk on the north and south side
- 8' enhanced sidewalk on the south side
- Pavement reclamation



Glade Road

Recommendation



Section 4 (Jackson/Pool Rd. to Heritage Ave.)

- Two lanes with low-profile medians and left-turn lanes, with barrier curb
- Add additional westbound lane from Heritage Avenue to Roberts Road
- Martin Parkway intersection – keep stop sign on Martin Parkway
- Roberts Road intersection – keep stop sign on Roberts Road/Prestwick Drive
- Add additional southbound right-turn lane on Roberts Road

Options

- Two lanes with left-turn lanes where warranted (without low-profile medians)
- Sloped curb
- Ribbon curb with engineered swale in select locations (north side only)
- 10' trail on the north side and 5' sidewalk on the south side
- 5' sidewalk on the north and south side
- 8' enhanced sidewalk on the south side
- Pavement reclamation



Glade Road

Recommendation



Other items

- Street Lighting
- Tree Mitigation
- Project Schedule: Bransford roundabout, Section 2 and Section 3A are priority

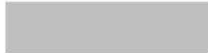
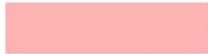


Next Steps

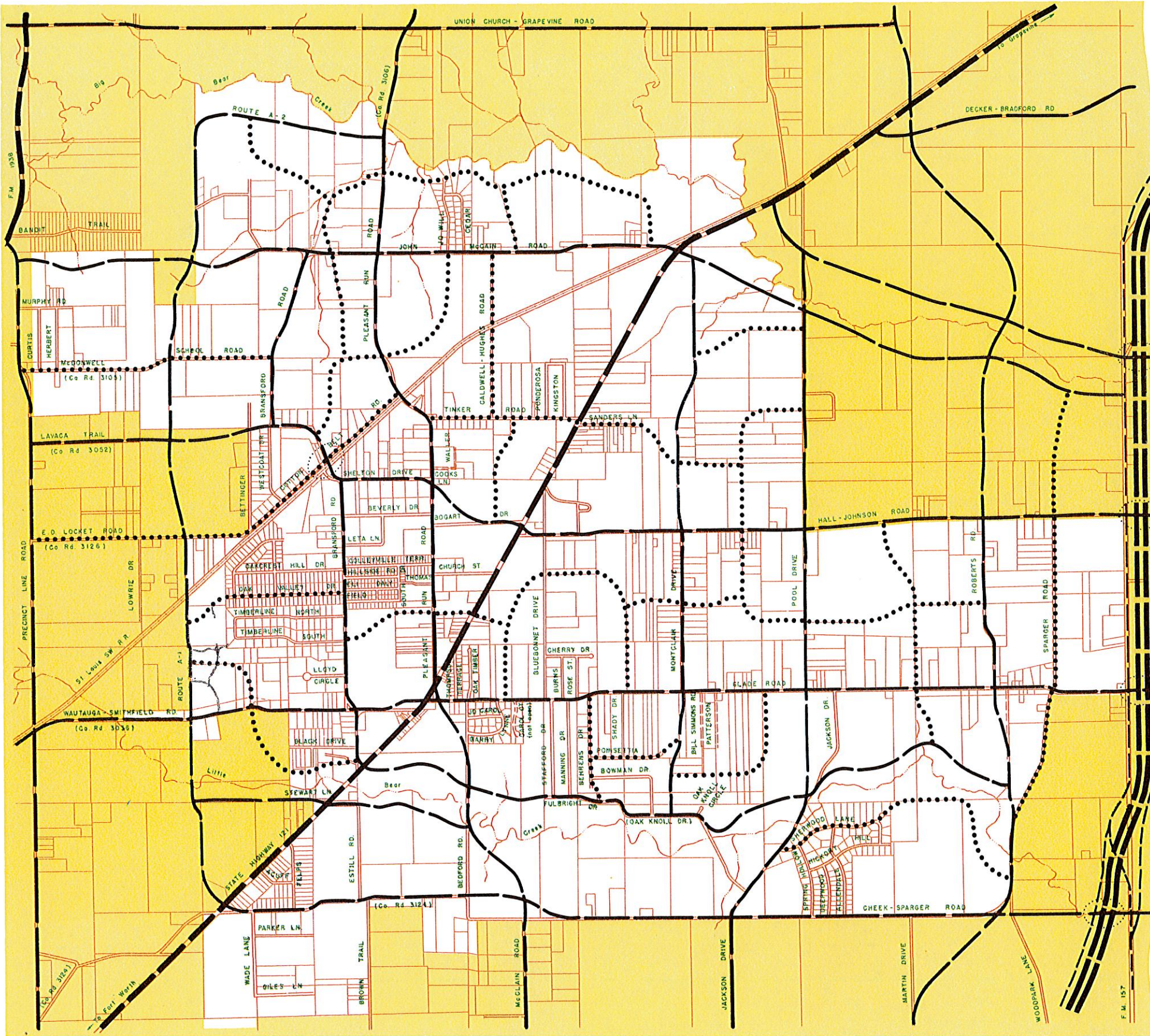
- **Final Recommendations**
- **Public Meeting to Share Final Plan**
- **Design, Right-of-way and Utility Coordination**
- **Construction**

Exhibit Legend

LEGEND

	ROADWAY PAVEMENT SIDEWALK/TRAIL
	PAVED MEDIAN
	PROPOSED GRADING/GRASSSED AREA
	DITCH BOTTOM
	RETAINING WALL
	GRADING/CONSTRUCTION LIMITS
	EXISTING ROW
	PROPOSED ROW
	TREE REMOVAL

Original 1970 Thoroughfare Plan



PLAN MAP B

• A DEVELOPMENT PLAN •
For The Town of
COLLEYVILLE
1970 • TEXAS • 1995

MAJOR STREETS
AND HIGHWAYS

- FREEWAY SYSTEM 121-A
- REGIONAL HIGHWAY
- THOROFARE
- COLLECTOR STREET
- INTERCHANGE

PREPARED THROUGH THE COOPERATION OF THE TEXAS STATE DEPARTMENT OF HEALTH
The preparation of this map was made possible through a grant from the Department of Health and Human Services,
under the Urban Planning Assistance Program authorized by Section 701 of the Housing Act of 1954, as amended.

0 500 1000 2000 3000 4000 5000
Graphic Scale • In Feet

WISENBAKER, FIX, & ASSOCIATES
Consulting Engineers
and
Planners

Tyler Texas



GLADE ROAD PROJECT

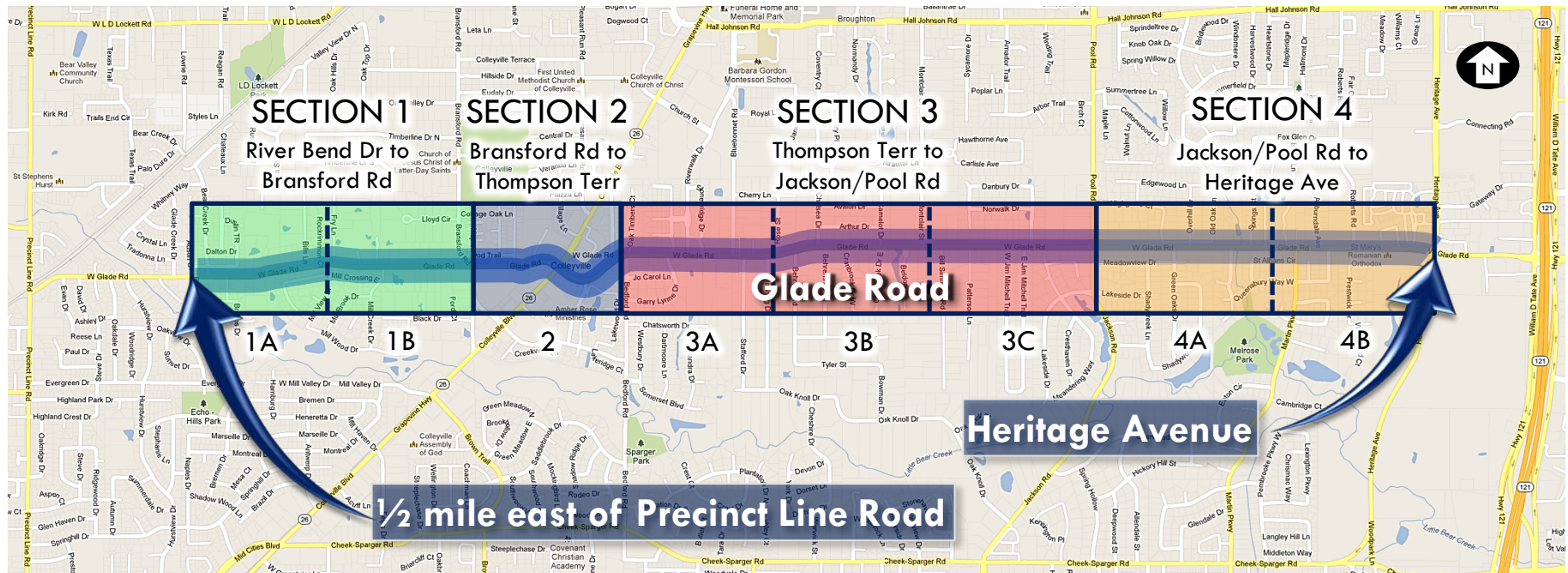
Workshop Agenda

- **Bransford Roundabout**
- **Bedford Intersection/Roundabout**
- **Section 3 Revisions (Left turn lanes)**
- **Roadway Section/Curb Type Discussion**
- **Project Phasing**
- **Summary of Recommendation**



Purpose:

Provide a vision and plan for future improvements to Glade Road.



Project Study Approach

Gather / Analyze Data

Roadway Geometry
Traffic Data
Accident Data

Public Involvement

Public meetings and presentations
Gather public input

Develop Alternatives

Present Alternatives / Gather Public Input

Make Recommendation

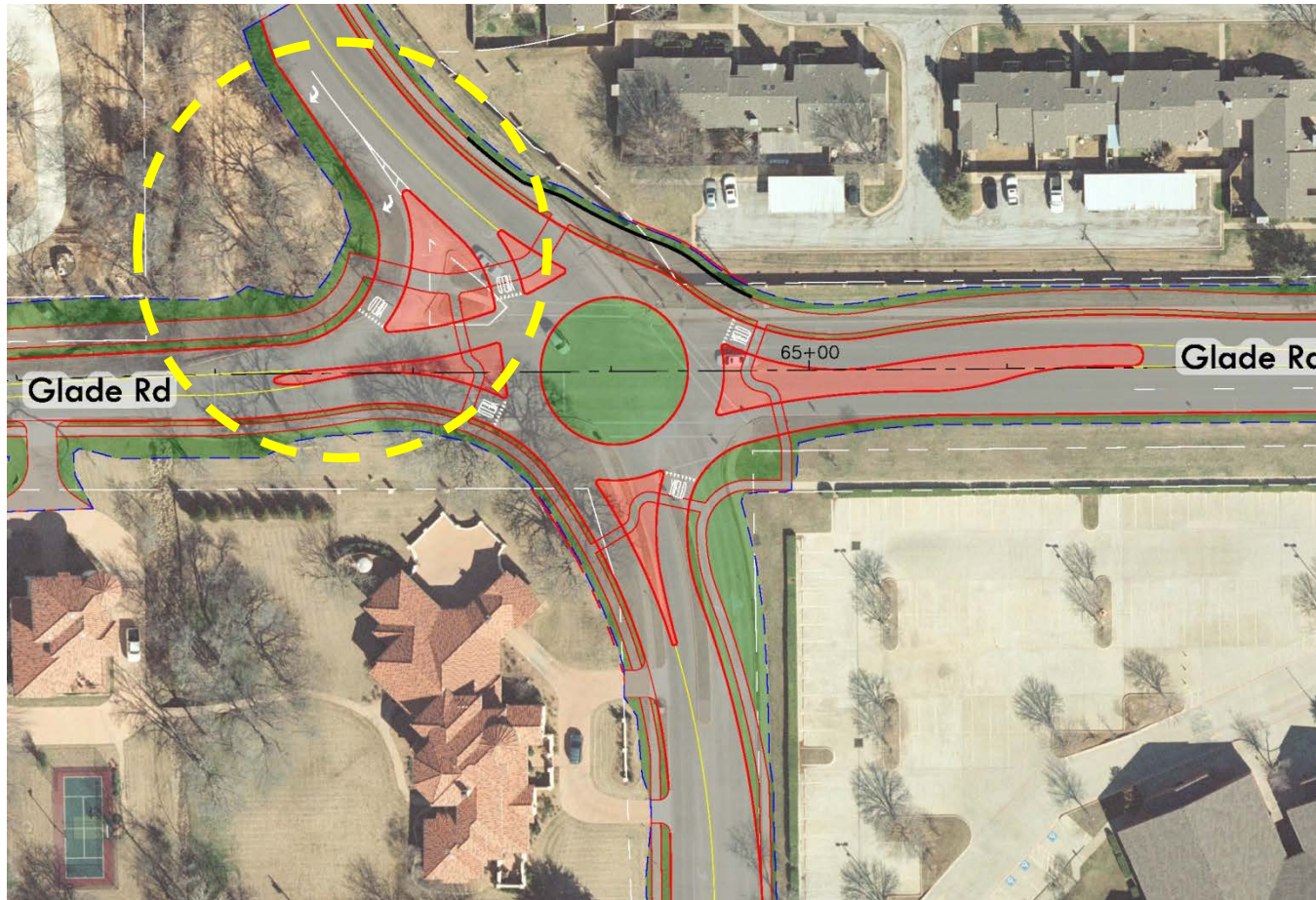
Develop a preferred alternative that fits Glade Road
Mitigate issues with strategic improvements

Section 1

Bransford Roundabout

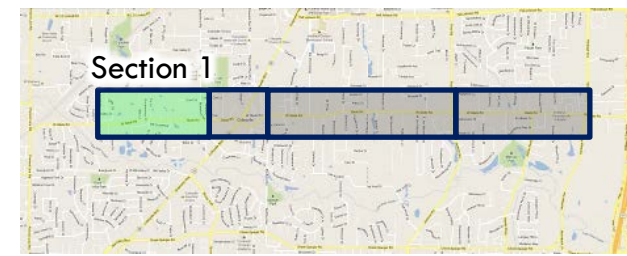


- Revised southbound right turn

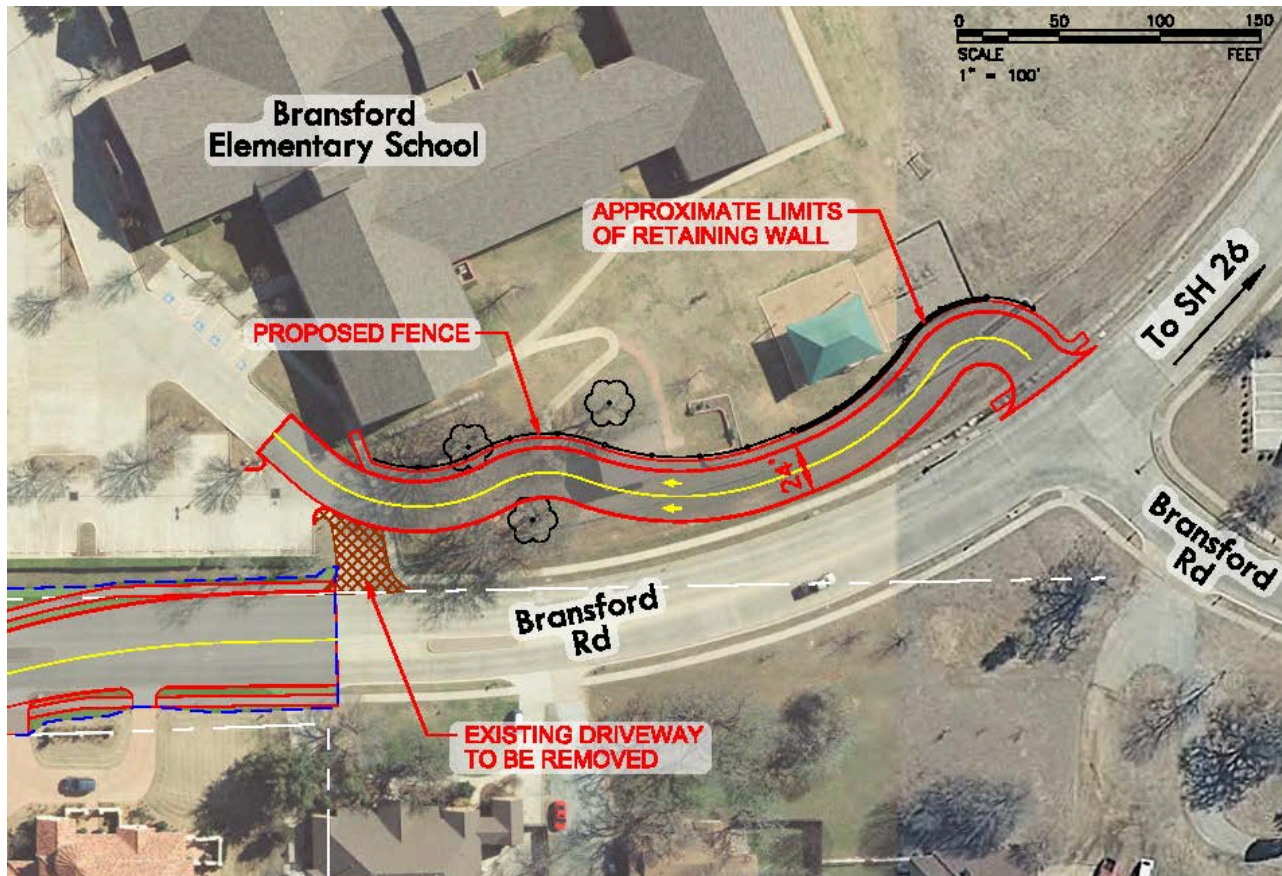


Section 1

Bransford Roundabout

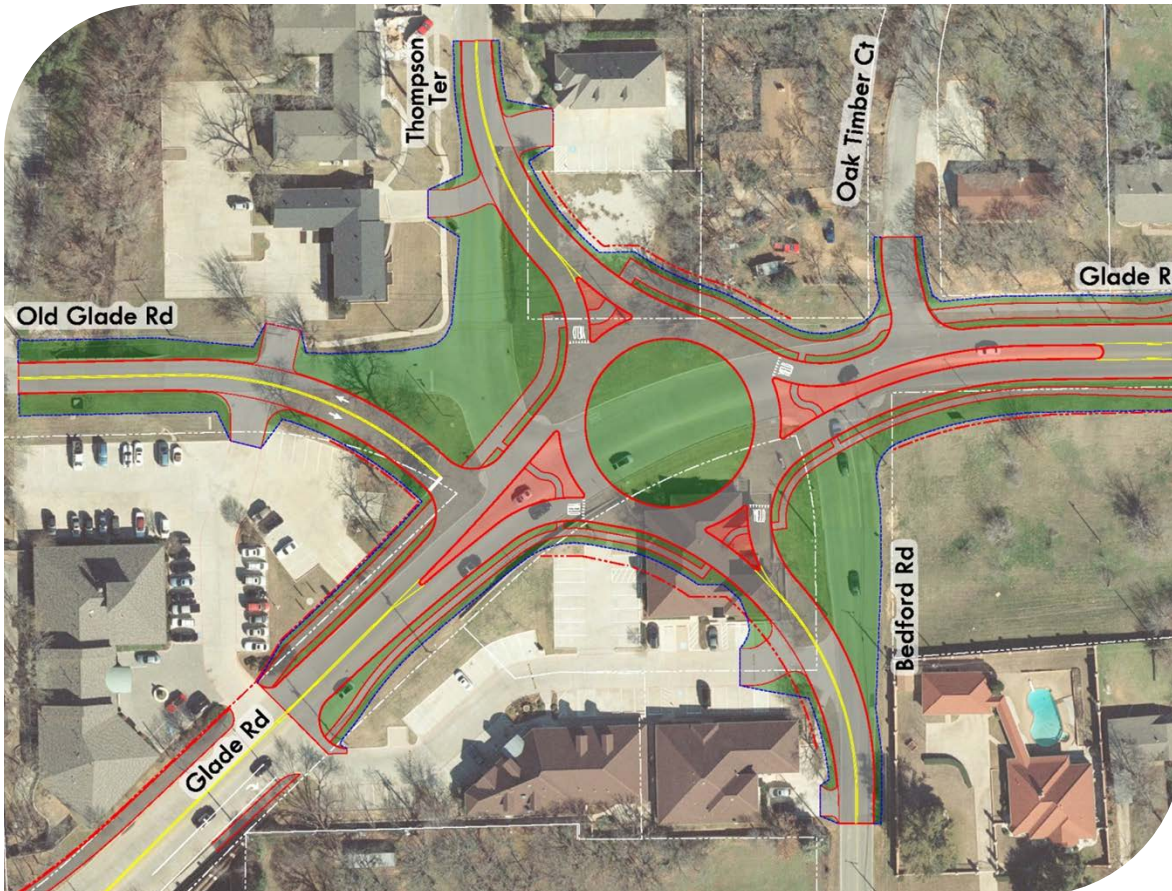
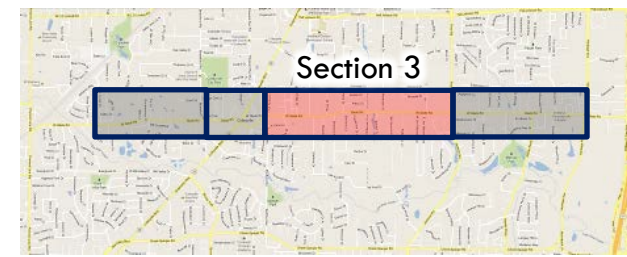


- Concerns southbound school traffic backing up into roundabout



Section 3

Bedford Road – Thompson Terrace

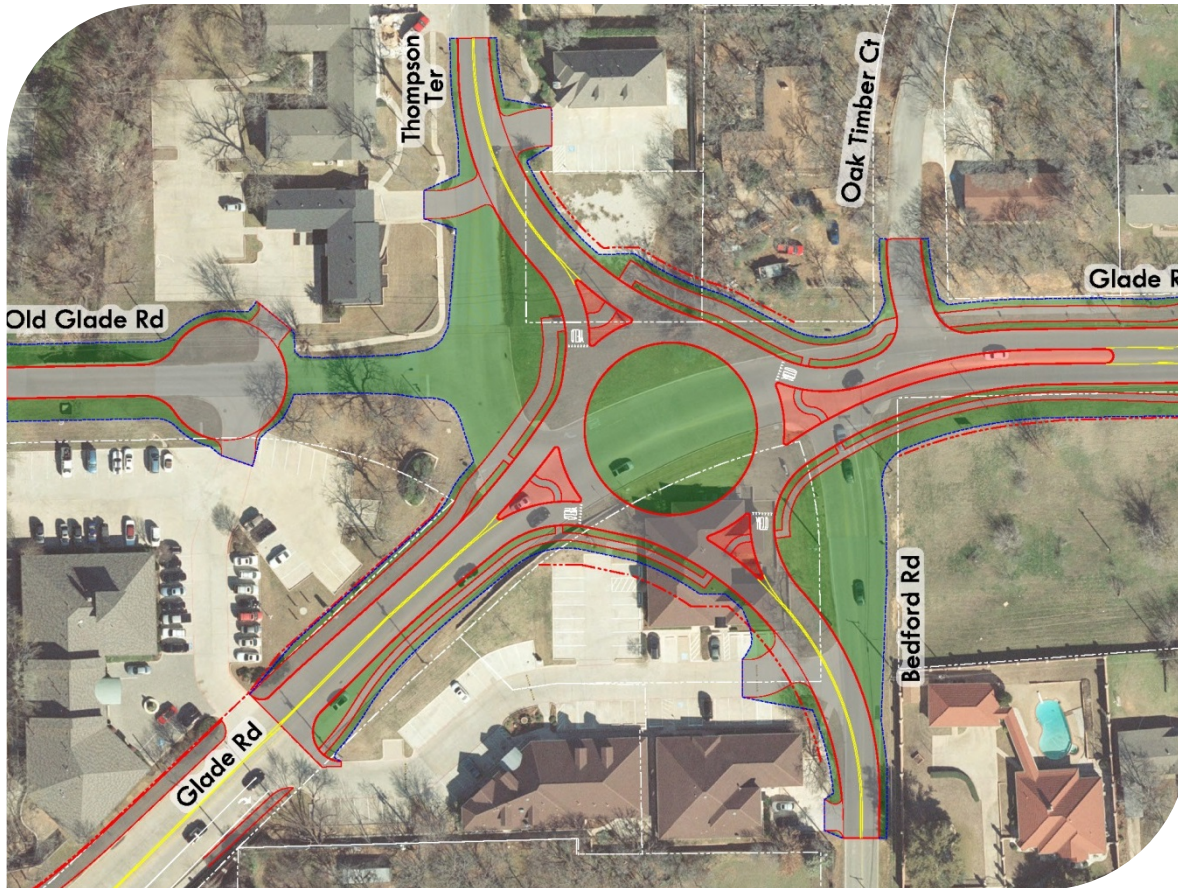


Single roundabout aligning Bedford and Thompson Terrace

- **Old Glade Road**
 - Two-Way
 - Right-in / Right-out
- **Oak Timber Court**
 - Two-Way
 - Right-in / Right-out
- **Impacts**
 - Four commercial properties
- **Cost**
 - Construction = \$1.5 million
 - Right-of-way = \$1.0 million
 - **Total = \$2.5 million**

Section 3

Bedford Road – Thompson Terrace

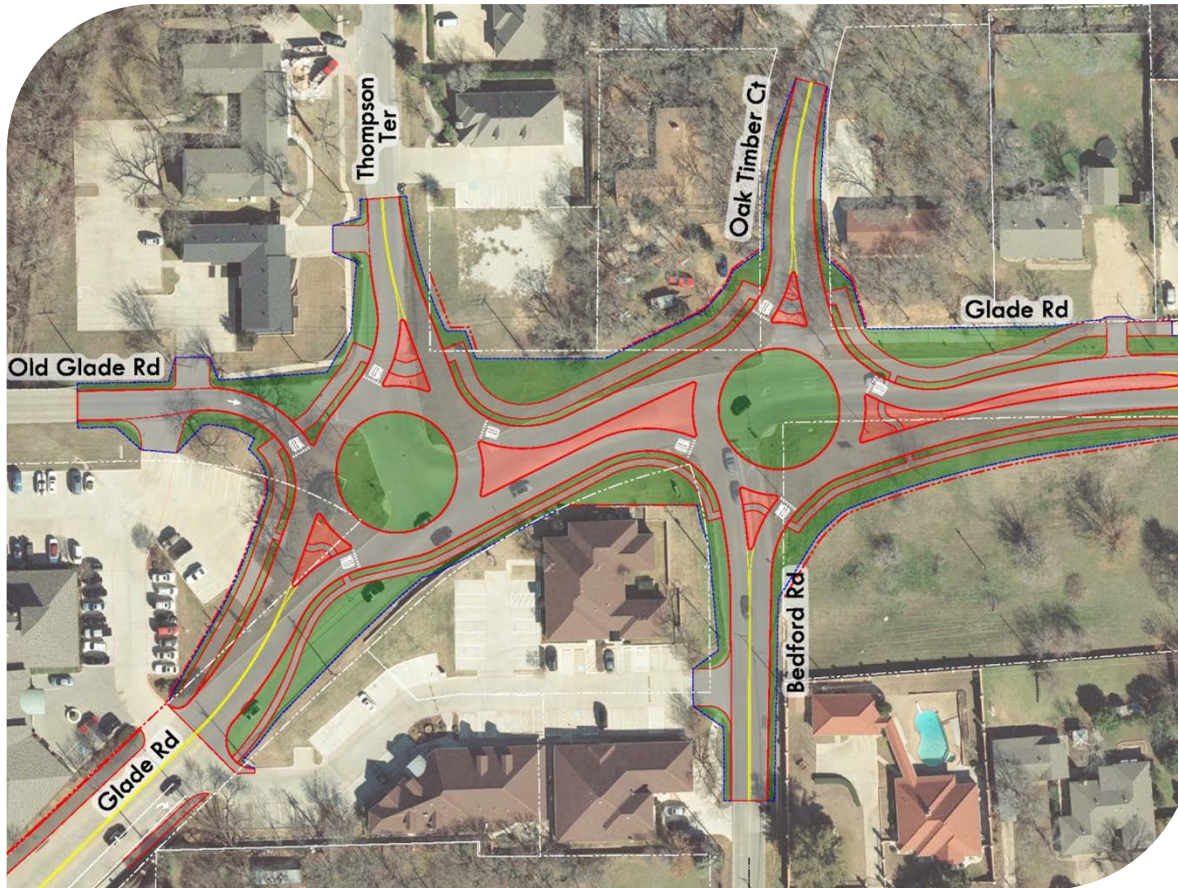
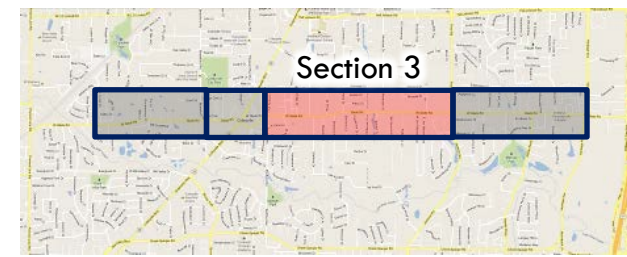


- **Old Glade Road**
 - Cul-de-sac
 - Access from SH 26 only
- **Oak Timber Court**
 - Two-Way
 - Right-in / Right-out
- **Impacts**
 - Three commercial properties
- **Cost**
 - Construction = \$1.5 million
 - Right-of-way = \$1.0 million
 - **Total = \$2.5 million**

Single roundabout aligning Bedford and Thompson Terrace

Section 3

Bedford Road – Thompson Terrace



- **Old Glade Road**
 - One-Way Eastbound
 - Access from SH 26 only
 - Could be a Cul-de-sac
- **Oak Timber Court**
 - Two-Way
 - Full Access
- **Impacts**
 - Two commercial Properties
- **Cost**
 - Construction = \$1.6 million
 - Right-of-way = \$150,000
 - **Total = \$1.75 million**

Two roundabouts connecting Bedford and Thompson Terrace
“Dog Bone”

Section 3

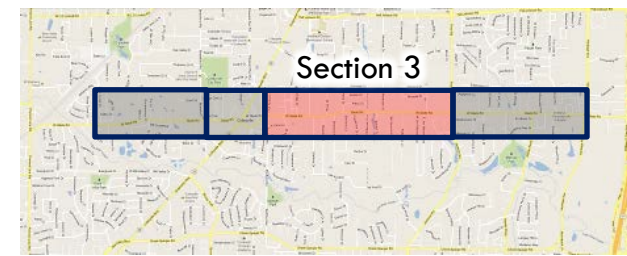
Bedford Road – Thompson Terrace



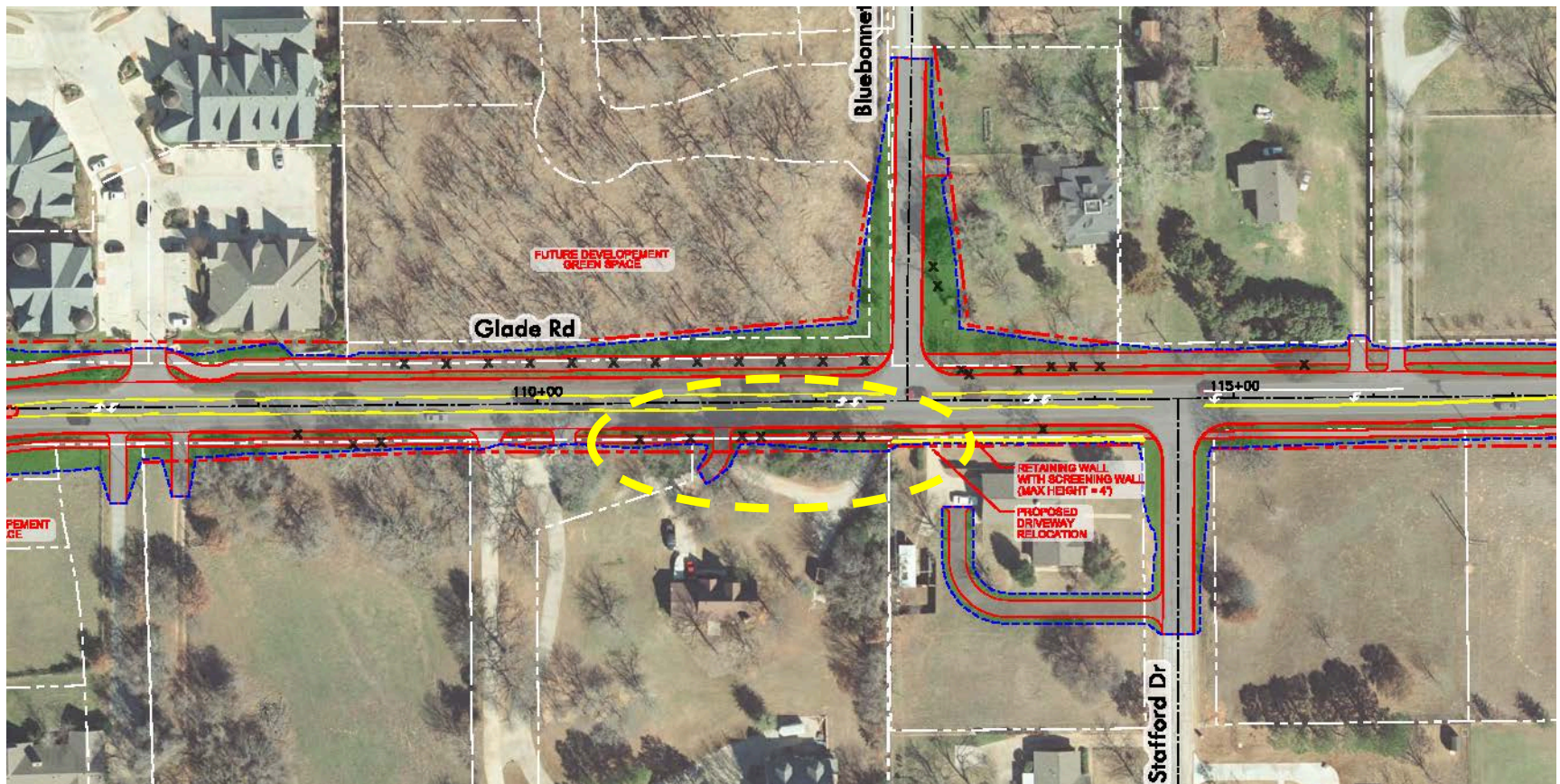
- **Options**
 - Re-align Bedford Road. Stop sign controlled.
 - Single roundabout at existing intersection.
 - Single roundabout aligning Bedford and Thompson Terrace
 - Two roundabouts “Dog Bone” connecting Bedford and Thompson Terrace
- **Economic Development Perspective/Potential – Marty Wieder**
- **Construction Cost - Vary from \$120,000 to \$1.6 million**
- **Right-of-way Cost - Vary from \$50,000 to \$1.0 million**

Section 3

Revisions

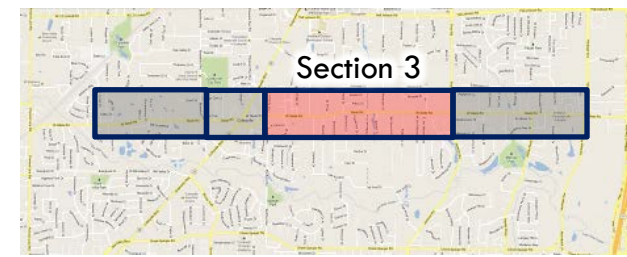


- Bluebonnet Driveway**

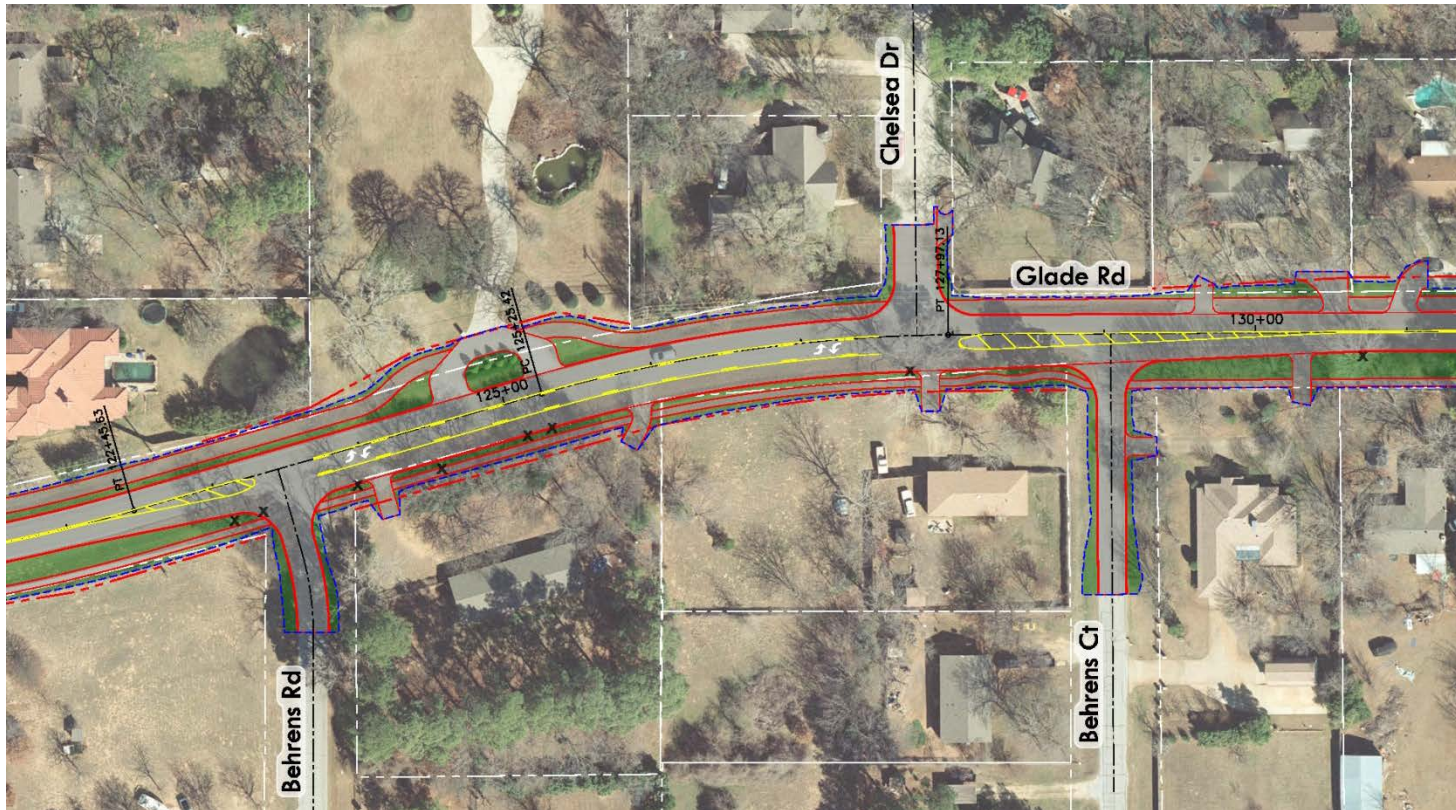


Section 3

Revisions



- Left turn lanes at Behrens Road and Chelsea Drive

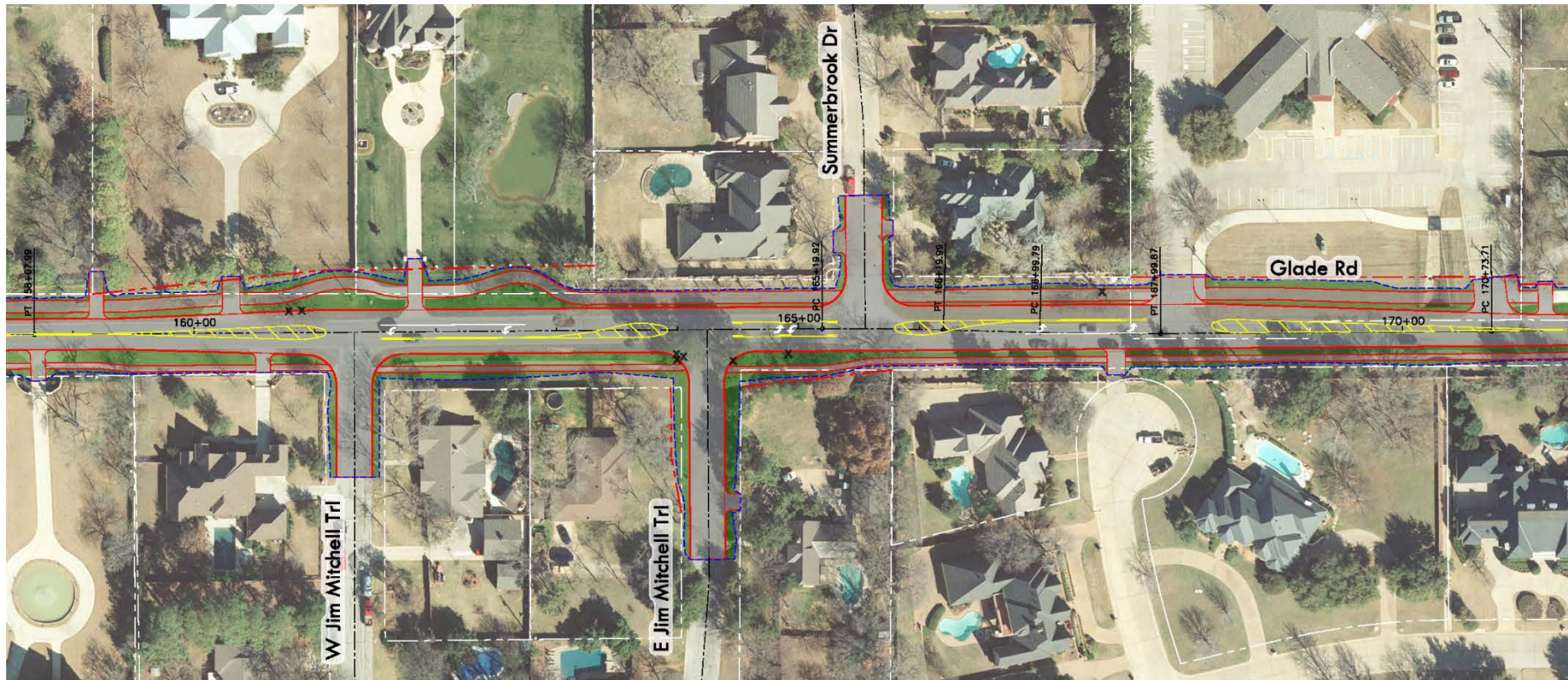


Section 3

Revisions

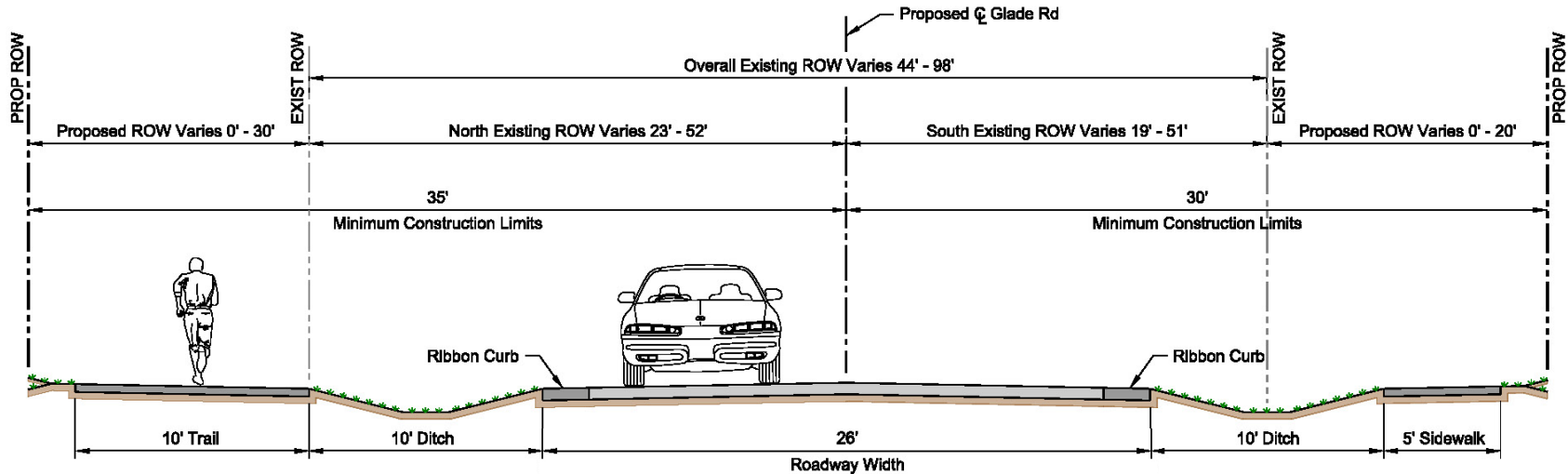


- Left Turn lanes at Jim Mitchell, Summerbrook and Senior Center



Corridor Features

Ribbon Curb with Swale

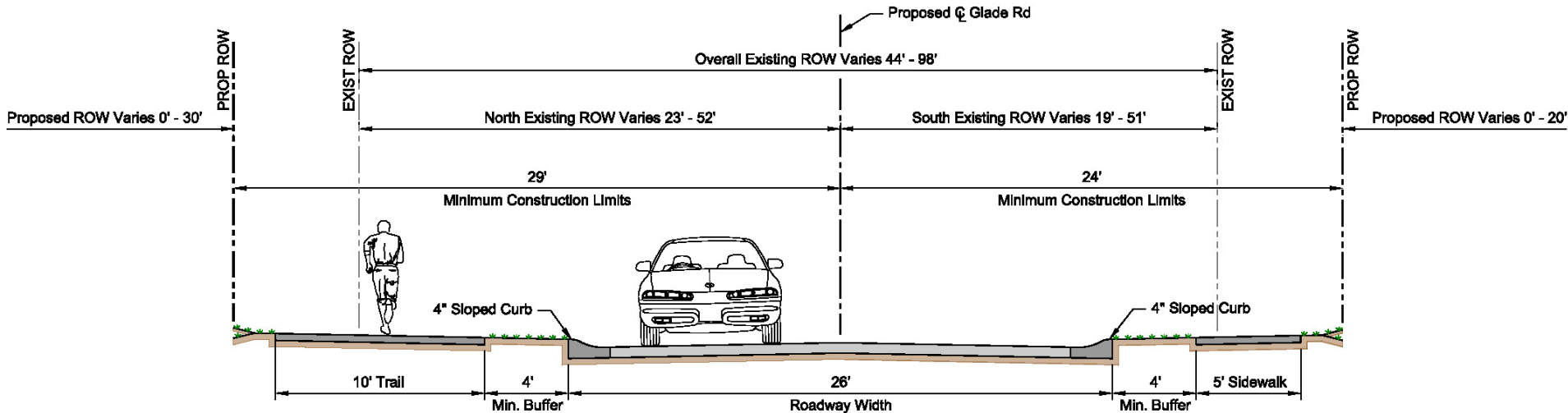


- Rural feel
- Requires the most right-of-way
- Impacts the most trees
- No physical barrier separating vehicular and pedestrian traffic
- Requires 8'-10' between curb and sidewalk
- Requires the most ongoing maintenance
- Allows vehicles to pull over for emergency vehicles



Corridor Features

Sloped Curb

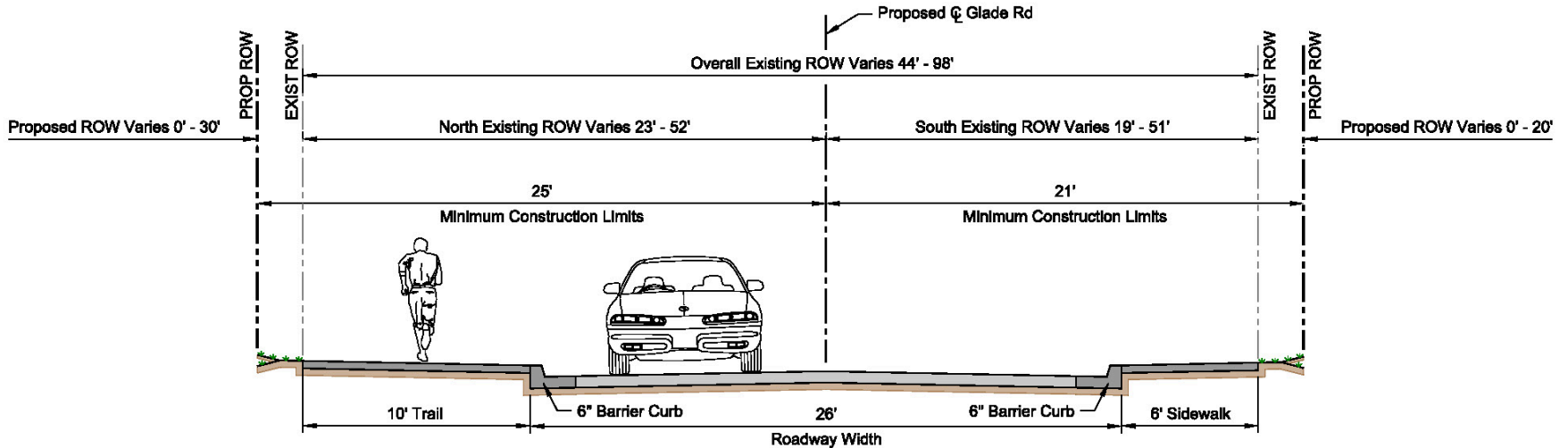


- Semi-rural feel
- Requires less right-of-way
- Less impacts to trees
- Provides some delineation between vehicular and pedestrian traffic
- Recommend 4' buffer between sidewalk and curb
- Allows vehicles to pull over for emergency vehicles



Corridor Features

Barrier Curb



- Urban feel
- Matches other sections of Glade Road
- Requires the least right-of-way
- Impacts the least trees
- Provides a barrier between vehicular and pedestrian traffic
- Sidewalk can be adjacent to the curb when needed
 - To avoid conflicts with trees or minimize right-of-way
- Restricts vehicles from pulling over for emergency vehicles



Corridor Features

Roadway Drainage



	Ribbon Curb	Sloped Curb	Barrier Curb
Right-of-way width	65' minimum	53' minimum	46' minimum
Right-of-way cost	\$ 2,380,000.00	\$ 1,975,000.00	\$ 1,795,000.00
Trees Removed	271	168	106
Drainage	Grate Inlets	Curb Inlets	Curb Inlets
Maintenance	High	Low	Low
Look and Feel	Rural	Semi-Rural	Urban
Sidewalk Separation	10 feet minimum	4 feet minimum	Adjacent

Project Phasing

Constraints



What Controls Project Phasing?

- **Right-of-way Acquisition (Number of Parcels, Difficult Acquisitions)**
- **Utility Coordination and Relocations (Franchise and City Utilities)**
- **Final Design and Bidding**
- **Bid Packages**
- **Bransford Elementary School**
- **SH 26 Construction**
- **Construction Time**
- **City Capacity to Manage Construction**
- **Budgeted Project Funding – Glade Road**
- **City Council Preference**

Project Phasing

Schedule



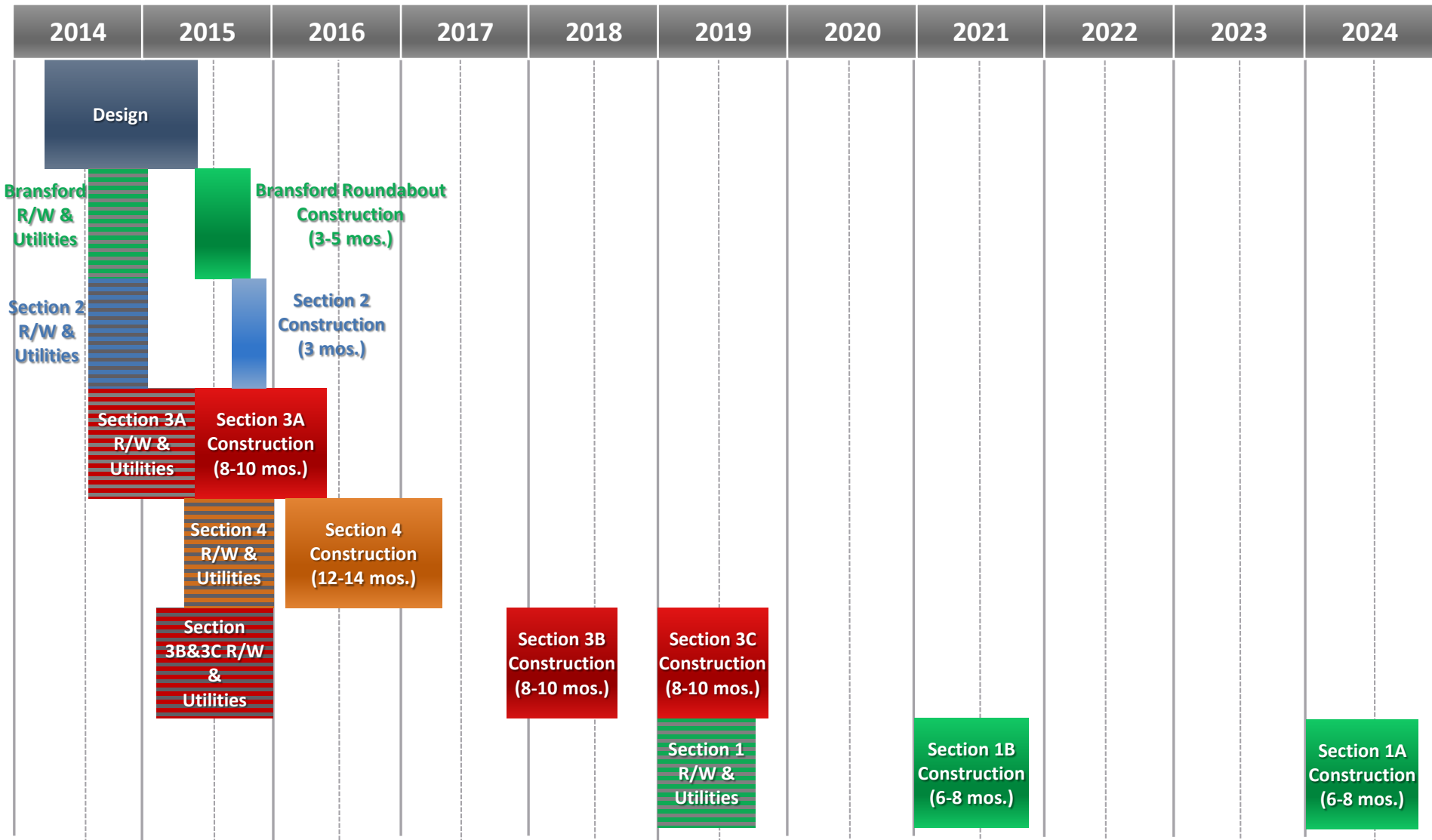
Traffic Operations and Safety

Factoring in Constraints



Project Phasing

Schedule



Glade Road

Recommendation



- Section 1 - Two Lanes with Left Turn Lanes where Warranted
- Bransford Intersection – Roundabout (with considerations for school traffic)
- Section 2 - Pavement Markings and Sidewalk and/or Trail
- Section 3A - Bedford to Bluebonnet - Two Lanes with Continuous Left
- Bedford Intersection – (Re-Align, Roundabout, Connect with Thompson Terrace?)
- Riverwalk Intersection – Roundabout
- Bluebonnet Intersection – Stop Sign on Bluebonnet Approach
- Section 3B & 3C - Bluebonnet to Pool/Jackson - Two Lanes with Left Turn Lanes where Warranted

Glade Road

Recommendation



- Section 4 - Two Lanes with Medians and Left Turn Lanes
 - Add additional westbound lane from Heritage Avenue to Roberts Road
- Martin Parkway Intersection – Stop Sign on Martin Parkway
- Roberts Road Intersection - Stop Sign on Roberts Road/Prestwick Parkway
 - Add additional southbound lane right-turn lane on Roberts Road
- Asphalt Pavement
- Roadway Section/Curb Type?
- 5' Sidewalks on south side and 10' Trail on north side
- Street Lighting at intersections and low level lighting along trail
- Project Schedule:
 - Revised to make Bransford Roundabout, Section 2 and Section 3A priority

Next Steps

- **Public Meeting to Display Final Plan**
- **Prepare Preliminary Engineering Study Report**
- **Design, Right-of-way and Utility Coordination**
- **Construction**

Glade Road

Summary

SECTION	RIGHT-OF-WAY			TREES	CONSTRUCTION		PROFESSIONAL SERVICES	TOTAL
	Number of Parcels	Time to Aquire (Months)	Cost	Removed	Time (Months)	Cost	Soft Cost	Cost
Section 1	18	9	\$ 300,000.00	15	13	\$ 4,737,000.00	\$ 360,000.00	\$ 5,397,000.00
Bransford Roundabout	2	6	\$ 15,000.00	10	5	\$ 1,100,000.00	\$ 98,000.00	\$ 1,213,000.00
Section 2	13	6	\$ 80,000.00	1	3	\$ 215,000.00	\$ 24,000.00	\$ 319,000.00
Bedford Road	1	6	\$ 50,000.00	-	N/A	\$ 115,000.00	\$ 13,500.00	\$ 178,500.00
Section 3A	17	10	\$ 780,000.00	37	12	\$ 2,325,600.00	\$ 245,000.00	\$ 3,350,600.00
Section 3B	16	12	\$ 210,000.00	18	16	\$ 2,964,000.00	\$ 251,500.00	\$ 3,425,500.00
Section 3C	11	*	\$ 220,000.00	8	*	\$ 2,520,000.00	\$ 208,500.00	\$ 2,948,500.00
Section 4	7	9	\$ 190,000.00	17	14	\$ 3,530,250.00	\$ 309,500.00	\$ 4,029,750.00
Total	85	N/A	\$ 1,845,000.00	106	N/A	\$ 17,506,850.00	\$ 1,510,000.00	\$ 20,861,850.00

* Time Included in Section 3B

Project Phasing

Schedule



2014	Design Services	\$	480,000.00
	Right-of-way Services	\$	45,000.00
	Bransford Roundabout Right-of-way	\$	15,000.00
	Section 2 Right-of-way	\$	80,000.00
	Section 3 Right-of-way	\$	830,000.00
		\$	1,450,000.00

2015	Design Services	\$	430,000.00
	Construction Services	\$	140,000.00
	Right-of-way Services	\$	32,500.00
	Section 3 Right-of-way	\$	430,000.00
	Section 4 Right-of-way	\$	190,000.00
	Bransford RAB	\$	1,100,000.00
	Bedford Road	\$	115,000.00
	Section 3A (Bedford Road to Manning Drive)	\$	1,368,000.00
	Section 2 (Shadowood Trail to Bedford Rd)	\$	215,000.00
		\$	4,020,500.00

2016	Construction Services	\$	94,500.00
	Section 3A (Bedford Road to Manning Drive)	\$	957,600.00
	Section 4A (Jackson-Pool Road to Martin Pkwy)	\$	2,766,750.00
	Section 4B (Martin Pkwy to Heritage Ave.)	\$	252,000.00
	Section 3B (Manning Drive to Montclair Street)		
		\$	4,070,850.00

2017	Construction Services	\$	143,000.00
	Section 4A (Jackson-Pool Road to Martin Pkwy)	\$	511,500.00
	Section 3B (Manning Drive to Montclair Street)	\$	572,000.00
		\$	1,226,500.00

Project Phasing

Schedule



2018	Construction Services	\$	-
	Section 3B (Manning Drive to Montclair Street)	\$	2,392,000.00
		\$	2,392,000.00
2019	Right-of-way Services	\$	15,000.00
	Section 1 Right-of-way	\$	300,000.00
	Section 3C (Montclair Street to Jackson-Pool Rd.)	\$	2,520,000.00
		\$	2,835,000.00
2020	No work	\$	-
		\$	-
2021	Construction Services	\$	130,000.00
	Section 1B (Mill View Dr to Bransford Roundabout)	\$	1,937,000.00
		\$	2,067,000.00
2022	No work	\$	-
		\$	-
2023	No work	\$	-
		\$	-
2024	Construction Services		
	Section 1A (River Bend Dr to Mill View Dr)	\$	2,800,000.00
		\$	2,800,000.00
Total		\$	20,861,850.00

Opinion of Probable Cost

SECTION 1

Section 1A (River Bend Dr to Mill View Dr)	\$ 2,800,000.00
Section 1B (Mill View Dr to Bransford Roundabout)	\$ 1,937,000.00
Section 1 Total	\$ 4,737,000.00

SECTION 2

Bransford RAB	\$ 960,000.00
Bransford Elementary Driveway	\$ 140,000.00
Section 2 (Shadowood Trail to Bedford Rd)	\$ 215,000.00
Section 2 Total	\$ 1,315,000.00

SECTION 3

Bedford Road	\$ 115,000.00
Section 3A (Bedford Road to Manning Drive)	\$ 2,325,600.00
Section 3B (Manning Drive to Montclair Street)	\$ 2,964,000.00
Section 3C (Montclair Street to Jackson-Pool Rd.)	\$ 2,520,000.00
Section 3 Total	\$ 7,924,600.00

SECTION 4

Section 4A (Jackson-Pool Road to Martin Pkwy)	\$ 3,278,250.00
Section 4B (Martin Pkwy to Heritage Ave.)	\$ 252,000.00
Section 4 Total	\$ 3,530,250.00

Construction Total \$ 17,506,850.00

RIGHT-OF-WAY

Section 1 Right-of-way	\$ 300,000.00
Bransford Roundabout	\$ 15,000.00
Section 2 Right-of-way	\$ 80,000.00
Bedford Road	\$ 50,000.00
Section 3A Right-of-way	\$ 780,000.00
Section 3B Right-of-way	\$ 210,000.00
Section 3C Right-of-way	\$ 220,000.00
Section 4 Right-of-way	\$ 190,000.00
Right-of-way Total	\$ 1,845,000.00

SOFT COSTS

Design Services (6%)	\$ 910,000.00
Right-of-way Services (5%)	\$ 92,500.00
Construction Mgmt/Inspection (3%)	\$ 507,500.00
Soft Cost Total	\$ 1,510,000.00

PROJECT COSTS

Soft Cost Total	\$ 1,510,000.00
Right-of-way Total	\$ 1,845,000.00
Construction Total	\$ 17,506,850.00
Project Total	\$ 20,861,850.00



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-2

Agenda Date 06/17/2014

Type Pre Council

Department City Secretary

Title

Discussion of the June 17, 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 06/17/2014

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 551.071 - Legal - Consultation with attorney regarding pending litigation - Gregory Ahren v. City of Colleyville

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

Section 551.076 - Deliberate security personnel, devices, and audits

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-14-3755

**A RESOLUTION APPROVING CITY COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF JUNE 17, 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 17TH DAY OF JUNE 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 06/17/2014

Type Announcements, Proclamations and Presentations

Department City Secretary

Title

In recognition of Colleyville's featured business - Nutrishop Colleyville, Owners Martha and Andrew Serrano, Marketing Director, Chandler Forrest, 5615 Colleyville Boulevard, Suite 440- Mayor David Kelly and Economic Development Director Marty Wieder

Recognition of employees' years of service

Recognition of employee achievements

Attachments

1. Employee Years of Service - Third Quarter Fiscal Year 2014
2. Employee Achievements - Third Quarter Fiscal Year 2014

**City of Colleyville Employee Recognition
Fiscal Year 2014 – Third Quarter
Years of Service – April to June**

1 YEAR

Robert Creamier
Fire

Jeremiah Fillion
Police

Susanna Fitzgerald
Library

Chris Haworth
Parks

Jim Lawson
Public Works

Jacob Little
Fire

John Young
Parks

5 YEARS

Cindy Appleby
Library

Chad Bonham
Police

**City of Colleyville Employee Recognition
Fiscal Year 2014 – Third Quarter
Years of Service – April to June**

10 YEARS

Dixie Smith
Public Works

15 YEARS

Kevin Walling
Police

20 YEARS

Mike Campbell
Public Works

25 YEARS

Tim Mathis
Public Works

City of Colleyville
Fiscal Year 2014 – Third Quarter
Recognition of Employee Achievements

Institute for Law Enforcement Administration

Dr. Tory J. Caeti Award for Academic Excellence

SCOTTY GRAVES

Police

Graduate of Tarrant County College

Associate of Arts Degree

GREG BALANDRAN

Public Works

RESOLUTION R-14-3756

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
JUNE 17, 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 City Council worksession of May 28, 2014
 - b. Approval of the minutes of the regular City Council meeting of June 3, 2014
 - c. Approval of an update to the City's Strategic Plan

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 17TH DAY OF JUNE 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville

City Council Worksession

Minutes - Draft

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

Wednesday, May 28, 2014
5:30 p.m.

Executive Conference Room
Third Floor – City Hall

Mayor David Kelly called the Colleyville City Council Worksession to order on May 28, 2014, at 5:42 p.m.

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

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Captain Robert Hinton, Fire Chief Brian Riley, Economic Development Director Marty Wieder, Recreation and Library Director Mary Rodne, Parks Manager James Hubbard, Human Resources Director Michelle Reyes, Colleyville Center Manager Leslie Hill, 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, and City Secretary Amy Shelley.

Absent: Councilmember Stan Hall

Mayor Kelly moved the Executive Session item to the end of the worksession.

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

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

Mayor Kelly explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.072, Real Estate. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 9:21 p.m. and reconvened at 9:24 p.m.

3. PRESENTATION AND DISCUSSION

3a Presentation and discussion of an update to the Strategic Plan

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

Mayor Kelly questioned staff regarding the fifth strategic point, and where does it fit within this strategy map. Manager Lothery replied most of the items within that strategic point fall within the C1 category of "Provide attractive and unique space for enjoyment of personal interest and community interaction." She added if City Council wishes, staff can make changes to the strategic map.

Mayor Kelly questioned staff regarding if the strategic points would move into this new map. Manager Lothery explained that this strategic map would replace those initial strategic points.

Councilmember Wollin questioned staff regarding the Gallup Employee Survey. City Manager Jennifer Fadden stated other cities and organizations have used this survey, and the objective is to ask more engagement questions, rather than to gather satisfaction ratings with employees. She stated the results from the survey will help with what to focus on moving forward with improvements.

Councilmember Wollin questioned staff regarding if this will be done every other year. City Manager Jennifer Fadden replied yes, it will be off-set from the Citizens Survey.

Mayor Kelly questioned staff regarding if the departmental maps may or may not include all points. Manager Lothery replied correct, and it will allow those departments to make more connections with the City's goals and objectives.

City Manager Jennifer Fadden stated the critical business outcomes and focus areas have the ownership of the City Council, and staff will continue with that focus, unless told otherwise.

Councilmember Mogged questioned staff regarding the timing of the Critical Business Outcomes? City Manager Jennifer Fadden replied, originally, there was not a year placed on this document, but with moving forward, a year has been added to help establish those outcomes.

Mayor Kelly stated the current comprehensive plan is a guiding factor for updating the new comprehensive plan.

City Manager Jennifer Fadden stated perhaps a resolution can be adopted, with a footnote on the outcomes which helps to establish the timeframe moving forward.

Councilmember Wollin questioned staff regarding the Citizens Survey date change. Manager Lothery replied the reason for proposing those dates allows for more planning by the time the detailed results come out from the actual survey. She added it makes sense to help with the long-term strategic planning and with the individual department business plans.

City Councilmembers concurred with moving forward with the strategic plan, and Councilmember Wollin stated she appreciates the detail of this plan.

3b Financial Forecast and Draft Capital Improvement Plan (CIP)

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

Mayor Kelly questioned staff regarding when the Bedford Response Area Contract (BRAC) ends. City Manager Jennifer Fadden replied in Fiscal Year 2015.

City Manager Jennifer Fadden explained the BRAC to Councilmember-elect Chris Putnam.

Mayor Kelly questioned staff regarding if the two percent increase is across the board. Manager Lothery explained the differences in the numbers is based on the split-out of personnel expenditures in subsequent years. City Manager Jennifer Fadden explained it is a flat two percent as a place holder for financial purposes only.

Councilmember Mogged questioned staff regarding the fund expenditures for water and sewer. Manager Lothery replied those are completely out of drainage funds.

Mayor Pro Tem Taylor questioned staff regarding the redesign of the Colleyville Center. City Manager Jennifer Fadden stated the worksession is scheduled for June 30, and it will be a visioning and brainstorming worksession for the City Council desires of the grounds for Colleyville Center. She explained Jim Carillo, Halff and Associates, will be facilitating the worksession. She added the scope of the comprehensive plan update includes a design for Colleyville Center.

Mayor Kelly stated the kitchen area may need to be reviewed, given the competing wedding venues.

Councilmember Wollin stated there are other events, rather than weddings, which utilize the kitchen area.

Mayor Pro Tem Taylor questioned staff regarding what are the needs or complaints of the Colleyville Center. City Manager Jennifer Fadden stated she will request a summary of the needs or requests of the users of the Colleyville Center from Colleyville Center Manager Leslie Hill.

Mayor Pro Tem Taylor questioned staff regarding the bonds with First Southwest. Assistant City Manager/Chief Financial Officer Terry Leake replied there was a refunding of those in 2011.

Public Works Director Bob Lowry presented the Capital Improvement Project (CIP) Update and the Draft FY 2015 CIP.

Councilmember Mogged questioned staff regarding the completion date for items such as Kingston Estates. Director Lowry stated the estimated timeframe for this project is about nine months; Lavaca Trail will take about six weeks; Jewel Estates is complete; the Jackson and Cheek-Sparger Road roundabout November 2014; and the Pleasant Run Road project from Veranda to Bogart will take about seven months. He stated the City Council will have a worksession on June 24 regarding SH26.

Mayor Kelly questioned staff regarding if there will be an honest estimate about the SH26 project and completion of Phase I. Director Lowry replied he will forward the best information he has available.

Councilmember Mogged stated there will be two areas along Cheek-Sparger Road that will be under construction at the same time. Director Lowry replied yes; however, given the distance between the two projects, there should be no issues with traffic.

Mayor Pro Tem Taylor questioned staff regarding the Phase I construction of Glade Road, is it Bluebonnet Road to Bransford Road? Director Lowry replied yes, including the roundabout at Bransford Road.

Mayor Kelly questioned staff regarding the cost increase for the Bedford Road retaining wall. Director Lowry replied most of the cost is for traffic control.

Councilmember Hart questioned staff regarding if the County will participate in the miscellaneous major asphalt maintenance. Director Lowry stated they will only help with one project a year, and currently they are committed to the Lavaca Trail project.

Mayor Pro Tem Taylor questioned staff regarding the \$1 million set aside for the street maintenance, is that now being included in the CIP? Director Lowry stated some of the maintenance was diverted to Pleasant Run Road, and the Kingston Estates project, since there is no money for street reconstruction.

Mayor Pro Tem Taylor stated there needs to be a constant increase included for the cost of inflation. City Manager Jennifer Fadden stated there is actually \$1.4 million dollars built into the general fund budget on an annual basis since fiscal

year 2013 for street maintenance. She stated the last two years, and until fiscal year 2018, there is \$1 million budgeted annually, which totals \$2.4 million each year. She added some or all has been used for reconstruction, since there is no budget for street reconstruction.

Mayor Pro Tem Taylor stated his biggest concern is that there appears to be a steady economic growth, however, the inflation costs are increasing.

Councilmember Mogged stated the shortfall gap is increasing, and to remain even, the annual costs increase as well.

Mayor Pro Tem Taylor stated he does not expect to get caught up. He stated his concern is that there is no way to predict the unknown, especially with the weather conditions and the effects of such on the streets.

Mayor Kelly stated in the past, there was money taken away from street maintenance and moved to other departments, which has caused the problem.

Councilmember Hart stated the street maintenance fund used to be \$350,000, then moved up to \$1.4 million.

Councilmember Short stated the purchasing power has decreased because of the inflation cost.

Mayor Pro Tem Taylor questioned staff regarding the White's Chapel bridge. Director Lowry stated that is our portion of the bridge stabilization.

Councilmember Hart questioned staff regarding how long the stabilization will last. Director Lowry replied hopefully five or ten years.

Mayor Kelly stated it is important to have the funding for Glade Road. Director Lowry replied it is TIF funding, and proposed in Fiscal Year 2015 for Phase I.

Mayor Kelly questioned staff regarding if the miscellaneous asphalt maintenance is more for the non-local streets. Director Lowry replied it is almost entirely for non-local streets. He stated the arterial streets are more of a priority.

Mayor Kelly questioned staff regarding all phases of the fiber build, can those all be done at once with a draw down on the Colleyville Tomorrow Fund? Information Systems Manager Chris Pena replied the fiber build is not just one or two phases, but those costs can be encumbered during the reconstruction of those streets, in the future by adding the conduit at the same time.

Mayor Kelly questioned staff regarding if Phase I and II could be done at the same time. Manager Pena replied Central Fire Station and the Justice Center could be done at the same time during this phase. City Councilmembers concurred.

Councilmember Mogged stated he is good with moving forward as long as it does not interfere with reconstruction of other projects.

Mayor Pro Tem Taylor questioned staff regarding how deep the fiber will be buried. Director Lowry replied it will be buried about three to six feet, and with the equipment already on site, it makes the project easier with the reconstruction of the street.

Councilmember Mogged questioned staff regarding the fiber and Pleasant Run Road. Manager Pena replied there is a remaining portion and there will be savings with using the street reconstruction. He further explained the remaining fiber builds.

Mayor Kelly stated the benefit of service enhancements far outweighs the cost.

City Manager Jennifer Fadden stated staff has done the analysis on the return on investment. Manager Pena added the current annual costs are \$48,000, but rising and will increase \$17,000 this year, for service enhancements based on capacity. He added there is a 20 percent increase with Time Warner Cable as well. He stated costs should decrease after the eighth year.

City Manager Jennifer Fadden explained there are multiple other phases in the fiber build, including the addition of the service center and fire stations.

Mayor Pro Tem Taylor questioned if the fiber is underground. Manager Pena replied yes.

Mayor Pro Tem Taylor questioned staff regarding if the additional phases of fiber build will be underground as well. Manager Pena replied he has not projected the costs of those yet. He added the replacement cost is higher with terrestrial. Director Lowry added there will also be franchise costs with terrestrial.

Mayor Pro Tem Taylor questioned staff if the dates can be removed, and it then becomes a priority list. Director Lowry concurred.

Mayor Kelly stated Colleyville does very well, given the funding resources available.

Mayor Kelly recessed the worksession at 7:26 p.m.

Mayor Kelly reconvened the worksession at 7:35 p.m.

3c Presentation and discussion of the Senior Center

Recreation and Library Director Mary Rodne presented this item and briefing to the City Council, and introduced Aaron Babcock, Hidell and Associates Architects, to present this item and brief the City Council.

Mayor Kelly questioned Mr. Babcock regarding the primary target audience. Mr. Babcock replied it is a recreation center for everyone, be it youth, adult, or seniors.

Mayor Kelly stated he thought active adults, 50 and over, with some youth programming, was discussed at the last meeting held in February.

Mayor Pro Tem Taylor stated seniors and active adults are two different groups.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding the definition of the senior component. Mr. Babcock replied the senior component has a socializing aspect, plus a programming side. He added the facility would then have a dual purpose.

Councilmember Hart stated utilization is looked at more. Mr. Babcock concurred.

Mayor Kelly stated the fitness areas would need to be different, given the different age groups, especially with it being open to all age groups. Mr. Babcock stated the demand in Colleyville does not constitute a large fitness area. He stated the total facility utilization can be maximized, whereas currently overall it is underutilized.

Mayor Kelly stated there is really not a good number of Colleyville seniors who use this facility. Recreation and City Events Manager Lisa Escobedo stated it is closer to 200 Colleyville residents who utilize the facility.

Mayor Kelly stated he struggles with the cost of this, given the use by Colleyville residents.

Mayor Pro Tem Taylor questioned Mr. Babcock regarding the competing factors. Mr. Babcock replied seniors will migrate to a certain type of programming.

Councilmember Hart questioned Mr. Babcock regarding if Colleyville has a special program that brings people in. Mr. Babcock replied no, other than maybe Meals on Wheels.

Councilmember Hart questioned Mr. Babcock regarding what could be brought in to make it an attraction, given the outdoor component. Mr. Babcock stated the outdoor component is separate from the indoor component.

Mayor Pro Tem Taylor stated there is a strong age group of 55 and over population which utilizes this facility. He stated the value is in the land.

Mayor Pro Tem Taylor questioned the trends for the age group of 55 and over. Mr. Babcock stated the Grand Prairie facility is like a country club for seniors, and the essence of the building has a great social component. He stated the facility needs to have some ambiance to it for socializing and programming.

Councilmember Mogged stated that particular product would be competing with Life Time Fitness. He stated we need to be able to fulfill the need without competing with other Colleyville businesses.

Councilmember Hart questioned Mr. Babcock regarding audio and visual components. Mr. Babcock replied those items would be included. City Manager Jennifer Fadden stated it could not compete with Colleyville Center.

Councilmember Wollin stated she likes the option of the connection of the annex and the new restroom, being option A.2-Phase II.

Mayor Kelly stated moving the recreation office gives a larger senior area, which can be done in Phase I. Councilmembers concurred.

Councilmember Wollin stated leaving the existing kitchen as a coffee bar area.

Councilmember Wollin questioned Mr. Babcock regarding the type of flooring. Mr. Babcock replied there would be a multi-use type flooring for the different spaces.

Councilmember Wollin questioned Mr. Babcock regarding if the stage area would be moved in Phase I. Mr. Babcock replied yes.

Mayor Kelly questioned Mr. Babcock regarding how Meals on Wheels will work with the proposed kitchen. Mr. Babcock explained the proposed utilities with the kitchen.

Councilmember Wollin questioned Mr. Babcock regarding if the kitchen space would be larger. Mr. Babcock replied yes.

Mayor Pro Tem Taylor questioned staff regarding the funding for this project. Assistant City Manager/Chief Financial Officer Terry Leake stated there is funding available with the CEDC budget for future projects, likely about \$400,000.

Councilmember Mogged questioned staff regarding if these monies would be in competition with other projects. City Manager Jennifer Fadden replied no.

Mayor Pro Tem Taylor questioned staff regarding the payback. Assistant City Manager/Chief Financial Officer Terry Leake explained the funding from the various sources, such as the Parks Tomorrow Fund and CEDC.

Mayor Kelly stated he would like to see what the needs are for Colleyville Center first.

Mayor Pro Tem Taylor stated he likes using the payback method; however, it would be better if we could do this with today's dollars versus the future costs.

Mayor Pro Tem Taylor questioned staff regarding the other needs for other parks. City Manager Jennifer Fadden stated there is undeveloped land behind the Senior Center; however, the caution with moving forward with the development of such, is that most parks are needing renovations due to their age, such as the replacement of restrooms and irrigation.

Councilmember Mogged stated he likes option A.2, Phase I, but would like to see what the needs brought forth from the Colleyville Center worksession may be. City Manager Jennifer Fadden explained the consultant will need to analyze whatever has been recommended before moving forward.

Councilmember Short questioned Mr. Babcock regarding the enhanced revenue opportunities, are they enough to put a dent in the need. City Manager Jennifer Fadden replied it will help with the additional operating costs, but revenue generation will depend on how City Council will want to approach the facility philosophically. She stated currently the Colleyville citizens utilize this facility for free.

Mayor Kelly stated the Senior Center may find its niche to draw in those seniors.

City Manager Jennifer Fadden questioned City Council, for clarification, their direction on this, is to allocate funding in the CEDC budget for the next two fiscal years in order to implement A.2, Phase I with consideration for recreation offices to be moved in fiscal year 2016. Mayor Kelly stated it may be moved up to fiscal year 2015, depending on the Colleyville Center needs.

Mayor Pro Tem Taylor stated he would like to see all of the presentations before making a decision.

Councilmember Mogged stated there will be a better idea moving forward by the end of June.

Mayor Pro Tem Taylor stated he wants to know all of the priorities first. He stated he agrees if the project is going to be phased. He stated he wants something that makes Colleyville different than the neighboring cities.

3d Presentation and discussion of compensation and market analysis

Human Resources Director Michelle Reyes presented this item and briefing to the City Council.

Mayor Kelly questioned staff regarding the two percent. City Manager Jennifer Fadden stated it's a flat two percent estimate of all personnel costs.

Mayor Kelly questioned staff regarding how the two percent is used, given insurance premiums and other costs. City Manager Jennifer Fadden stated the two percent of personnel cost is a bucket, and out of that bucket, we have to accommodate the other costs of personnel, such as compensation and benefits. She added there is a finite amount of money to distribute.

Mayor Kelly questioned staff regarding the phasing of moving employees into the minimum range. City Manager Jennifer Fadden explained the plan is to move all employees into the new classification system.

Mayor Kelly questioned staff regarding if the two percent includes this phasing. Manager Lothery stated it is separate. City Manager Jennifer Fadden replied it is an ongoing cost that has to be incorporated in the budget.

Councilmember Mogged stated a good job has been done with making this more equitable, and making sure the employees are paid for their performance.

Mayor Kelly stated unlike capital purchases being built-into the budget, the employee component had not been built into the budget in the past.

Mayor Pro Tem Taylor questioned staff regarding what is going to be done to keep from falling behind the market. City Manager Jennifer Fadden stated the recommendation is to complete a market analysis every three to four years; however, during the interim, there are data sources, essentially free, which may help with moving forward to keep up with the cost of inflation, and moving through the ranges. She stated it will all depend on personnel costs moving forward, which may be paid, in lieu of moving through the system.

Mayor Pro Tem Taylor questioned staff regarding if the cap is still at the ten percent. City Manager Jennifer Fadden replied correct.

Mayor Pro Tem Taylor questioned staff regarding rates for the health care premiums. City Manager Jennifer Fadden stated the rerate has been received, and the carrier has given Colleyville a rate pass, but has included a .25 percent increase for the Affordable Care Act (ACA). She stated the City absorbed the four percent, cost of the plan, with a 3.5 percent increase to the employee. If City Council remains with the same philosophy, the employee will receive another .25 percent increase in January.

Mayor Kelly questioned staff regarding if the ACA remains with the carrier. City Manager Jennifer Fadden stated there is a per person fee the insurance carrier is covering. Director Reyes stated it will be part of the premium, and not a separate charge like this past year.

Mayor Pro Tem Taylor questioned staff regarding how the actuarial methodology will impact the retirees. City Manager Jennifer Fadden stated if you are eligible to retire at 20 years, the person will have to work an additional 13 months to earn the same amount.

3e Presentation and discussion of other items with budgetary impact

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

Mayor Pro Tem Taylor questioned staff regarding the recommendation. Manager Lothery stated this academy has been an option for a few years.

Councilmember Wollin questioned staff regarding if the Citizens Survey reflected a need for this citizens academy. Manager Lothery stated not knowing if there was a specific question directly for a citizens academy, maybe more on being involved.

Mayor Kelly stated there are citizens who apply for a board or commission; however, they know nothing about it. He stated there are other communities who have ambassador programs, which help residents in knowing what is going on in the City.

Councilmember Mogged stated the Citizens Police and Fire Academies are outstanding. He stated this is more nebulous to him, and may seem too academic and not as effective.

Councilmember Hart stated this seems like what Leadership Colleyville does. City Manager Jennifer Fadden stated staff put together this portion of Leadership Colleyville.

Mayor Pro Tem Taylor stated this takes a lot of staff time and may become a real distraction from the departments.

Councilmember Mogged stated there may be different ways to encourage citizen involvement. Councilmember Wollin concurred and stated not seeing this as a priority.

Councilmember Short questioned staff regarding if there is some overlap with Leadership Colleyville. City Manager Jennifer Fadden replied there is a government day in the Leadership Colleyville program.

Parks Manager James Hubbard presented the Texas Senate Bill 898 to the City Council.

Councilmember Mogged questioned staff regarding the payback. Manager Hubbard replied he did not go into that amount of detail. Director Lowry added there would need to be a study done to see what they actual payback would be. He stated the City did receive a grant to replace air conditioners to reduce energy use. He stated money was received; however, to make big strides, some money will need to be spent to see the return on investment.

City Manager Jennifer Fadden stated the City will weigh the cost for replacements for more energy efficient products as funding allows for such.

4. ADJOURNMENT

There being no further business before the City Council, Mayor Kelly adjourned the worksession at 9:21 p.m.

APPROVED BY A VOTE OF ___ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 17TH DAY OF JUNE 2014.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville City Council Minutes - Draft

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Colleyville, Texas 76034
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Tuesday, June 3, 2014

City Council Chambers

Mayor Pro Tem Mike Taylor called the Pre Council meeting of the Colleyville City Council to order on June 3, 2014, at 5:30 p.m.

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

Mayor David Kelly and Councilmember Stan Hall were absent.

City Councilmember-elect Chris Putnam was also present.

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Police Chief Mike Holder, Captain Robert Hinton, Fire Chief Brian Riley, Recreation and Library Director Mary Rodne, Parks Manager James Hubbard, Human Resources Director Michelle Reyes, Colleyville Center Manager Leslie Hill, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Assistant to the Public Works Director Beth Wimpy, 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 Presentation and overview of Colleyville Center

Colleyville Center Manager Leslie Hill presented this item and briefed the City Council. Mark Johnson, Colleyville Center Advisory Committee member, was also present.

Councilmember Mogged questioned staff regarding if the Center has ever come close to the 87 percent of cost recovery. Manager Hill replied no, and Mr. Johnson concurred.

Councilmember-elect Putnam questioned staff regarding the trend before the rate increase, was it down? Manager Hill replied for 2013 there was a compensation expenditure which affected the numbers, along with some other one-time costs. City Manager Jennifer Fadden explained expenditures were up, revenues were not down. Manager Hill added there are more bookings for the weekends, which are more costly, than the weekday bookings.

Councilmember Hart stated the overall economy is better now. Manager Hill concurred and stated there are more business bookings during the weekday, and more social events for the weekend.

Councilmember Wollin questioned staff regarding if there is a rebate for using Colleyville businesses at the time of the rental. Manager Hill replied currently with the use of three businesses, the Center provides free stage and up-lighting. She stated there is a referral list given to the clients to encourage the use of Colleyville businesses.

Councilmember Wollin questioned staff regarding if there will be any effect on the conference or meeting rooms for the non-profit rates. Manager Hill replied no change to those rates, at this time.

Councilmember Wollin questioned staff regarding if an AV tech is included. Manager Hill replied yes.

Councilmember Mogged stated these are really cost neutral changes. Manager Hill replied yes.

Mayor Pro Tem Taylor questioned staff regarding if this will actually help those reoccurring events, in that they will have the same set-up and cost. Manager Hill stated it may have more of an effect on the all-day events with additional add-ons, rather than setting them up with a la carte items.

Councilmember Short questioned staff regarding if the perk for using Colleyville businesses has been eliminated with the new rate structure. Manager Hill replied it will not have an effect on those events using Colleyville businesses, and that mostly occurs on the weekends.

Councilmember Short questioned staff regarding what other items can be offered as incentives. Manager Hill replied great customer service.

Councilmember-elect Putnam stated it is more for those internal services. Manager Hill replied yes.

Councilmember-elect Putnam questioned staff regarding if the City could offer some of those external services to monetize on them, such as alcohol sales. Manager Hill stated those services would be additional revenue sources; however, that would not be her call to make. City Manager Jennifer Fadden stated that is certainly something City Council could explore; however, there may be building modifications that would need to be made, such as to the kitchen facility.

Mayor Pro Tem Taylor stated the liability of the alcohol needs to be considered.

Mayor Pro Tem Taylor questioned staff regarding if there is a discount when using Colleyville businesses. Manager Hill stated she would research to see if the discount was given in the past, maybe with administrative fees; however, it is not something being offered currently.

Councilmember Wollin stated the City would then benefit from the sales tax to help balance the discount given.

Councilmember Hart questioned staff regarding if there was an increase in revenues with the new rate increase created last year. Manager Hill replied yes, in the weekend use.

Councilmember Hart stated that speaks very positive to the Center. Manager Hill stated customers are amazed with the rates.

Councilmember Hart questioned staff regarding what is being missed by having those low rates. Manager Hill stated there may be a distinction between being cheap and a good value; it is a fine line. Councilmember Hart stated he does not want anything to change that dynamic.

Councilmember Wollin questioned staff regarding if the Colleyville residents and businesses receive the 20 percent discount. Manager Hill replied yes.

Mayor Pro Tem Taylor stated the rate change does eliminate the problems with invoicing.

Mayor Pro Tem Taylor questioned staff regarding if the client can still receive copies as an a la carte item. Manager Hill replied typically the client only needs 10 or so copies, therefore, the Center will provide those copies to them. She added there is a fee for a larger quantity of print copies.

Mayor Pro Tem Taylor questioned staff regarding if someone rents prior to October 1, 2014, will they receive the current or new rate. Manager Hill replied the current rates will apply; however, after October 1, 2014, the new rates will apply.

Councilmember Mogged questioned staff regarding the plans for testing the market, will this be done every year, every other year? Manager Hill stated there are other municipalities, which they research, to see how the rates and services are being provided.

City Manager Jennifer Fadden stated the June 17th agenda item will have the new rate structure, and will take into consideration a discount mechanism for the utilization of at least three Colleyville businesses.

Councilmember Wollin questioned staff regarding if the north and south hall rates should be different, given the differences in the uses of each. Manager Hill stated each does have its own advantage; however, there were no differences in rates discussed with the committee.

PC-2 Presentation and discussion of the development review process

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

Mayor Pro Tem Taylor questioned staff regarding if this exercise was worth it. Director Ruthven replied yes, and processes should always be reviewed.

Mayor Pro Tem Taylor questioned staff regarding if staff participated in this exercise. Director Ruthven replied yes, and he gave special thanks to Assistant to the Public Works Director Beth Wimpy for her commitment to putting together the presentation and Parks Manager James Hubbard for his input.

Mayor Pro Tem Taylor stated it is important for staff to look at these processes, just like a citizen would.

Mayor Pro Tem Taylor stated it is important for staff to ensure electronic forms work properly.

Councilmember-elect Putnam stated, for clarification, his issues were with the policies, not with processes, and he expressed his appreciation for the presentation.

Mayor Pro Tem Taylor stated he understood there were other issues as well, which City Council felt needed to be addressed.

Councilmember Short questioned staff regarding how the balance is evaluated when the development community states "the processes are fine." Director Ruthven replied the development community knows they are going to have to go through certain processes and requirements for their project. He added staff works very diligently to ensure those requirements are met for the highest quality development.

City Manager Jennifer Fadden stated we want the processes to be predictable and consistent. She stated that staff has done their job as long as those processes have been administered and managed. She added the application of City Council's policies and codes should be known to the development community up front, so that they know what is expected.

Councilmember Mogged questioned staff regarding what is going to be measured in six months to know what may or may not need to be changed to continue with success. Director Ruthven replied constant tracking and measuring of development consistencies and effectiveness. He stated from this presentation, the residential plan review timeline has been changed to allow for more review time for staff.

Councilmember Mogged questioned staff regarding if the proper measures are in place to properly track. Director Ruthven replied yes, and he explained he is watching for trends to see if anything needs to be changed or updated. He stated the permitting software allows for reports to see the trends.

Councilmember Mogged questioned staff regarding if there is anything that could help with standardizing, so that those persons who may work in multiple communities, may learn and enforce it. Director Ruthven stated the International Building Code is adopted across the communities to help with those consistencies.

Councilmember Mogged stated that does help with being consistent. Director Ruthven concurred, but that zoning is the one thing that is tailored for each community. He stated there are several benchmarks done with the surrounding communities.

Mayor Pro Tem Taylor questioned staff regarding the assumption of liability of approved plans. City Attorney Matthew Boyle replied the City releases the plans for construction. City Manager Jennifer Fadden added based on the seal of a registered engineer, the City accept plans, we do not approve plans. City Attorney Matthew Boyle stated based on staff's review, the applicable requirements have been met with the submittal, including but not limited to the requisite, signed off by any registered professional.

Mayor Pro Tem Taylor questioned staff regarding what occurs if defects happen after inspections have been completed. City Attorney Matthew Boyle replied there are a lot of variables which may occur during that timeframe; however, the City only has a limited spectrum of control, when the application is submitted and if it meet the City's requirements. He explained the design is the engineer who has stamped the plans; therefore, their liability. He stated the release of those documents for construction is not a warranty deed.

PC-3 Presentation of the Quarterly Investment Report

Assistant City Manager and Chief Financial Officer Terry Leake presented this item and briefed the City Council.

There was no further discussion of this item.

PC-4 Discussion of the June 3, 2014, City Council regular agenda items

There was no discussion of this item.

Mayor Pro Tem Taylor questioned City Council regarding possible dates for the City Slickers event, sponsored by the Colleyville Chamber of Commerce. City Councilmembers suggested the dates of June 21 and July 12.

Mayor Pro Tem Taylor adjourned the Pre Council meeting at 6:45 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Pro Tem Taylor at 7:30 p.m.

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

Mayor David Kelly and Councilmember Stan Hall were absent.

City Councilmember-elect Chris Putnam was present.

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Police Chief Mike Holder, Captain Robert Hinton, Fire Chief Brian Riley, Human Resources Director Michelle Reyes, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Parks Manager James Hubbard, 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 551.087 – 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 Pro Tem Taylor explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 6:46 p.m. and reconvened at 6:47 p.m.

**INVOCATION: Bishop David Knight,
Church of Jesus Christ of Latter-day Saints**

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

2. OATH OF OFFICE

Administration of the Oath of Office to Place 3 Councilmember Chris Putnam, and Place 4 Councilmember Jody Short

City Secretary Amy Shelley administered the Oath of Office to Place 3 Councilmember Chris Putnam, and Place 4 Councilmember Jody Short.

Mayor Pro Tem Taylor recessed the City Council meeting at 7:34 p.m. for a reception for the City Council.

3. RECEPTION FOR INCOMING CITY COUNCILMEMBERS

Mayor Pro Tem Taylor reconvened the City Council meeting at 7:50 p.m. and called the roll.

ROLL CALL: Mayor Pro Tem Mike Taylor and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart.

Mayor David Kelly 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, 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.

4. EXECUTIVE SESSION: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - Resolution R-14-3751

This resolution was not needed.

5. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS
Announcements of civic and charitable events
Presentation of calendar events and updates
Announcements of awards and recognition

Councilmember Wollin announced the summer reading program, Paws to Read, to begin with the kick-off party on Thursday, June 5, 2014 from 6:00 – 8:00 p.m.

Councilmember Short announced the 17th Annual Colleyville Lions Club xSIGHTment Run scheduled Saturday, June 7, 2014 at Colleyville Center, 5301 Riverwalk Drive. The one-mile Fun Run/Walk starts at 7:30 a.m.; the 5K Run begins at 8:00 a.m.

Presentation of the Texas Fire Chiefs Association 2014 Lone Star Achievement Award for Safety Innovation - Mayor Pro Tem Mike Taylor and Fire Chief Brian Riley

Mayor Pro Tem Taylor presented Fire Chief Brian Riley with the Texas Fire Chiefs Association 2014 Lone Star Achievement Award for Safety Innovation. Chief Riley explained the organization and goals of the North East Fire Department Association (NEFDA).

6. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3752

- 6a** Approval of the minutes of the regular City Council meeting of May 13, 2014
- 6b** Approval of the minutes of the City Council Special meeting of May 21, 2014
- 6c** Approval to purchase one Ford F-150 standard cab pickup truck and one Ford F-550 crew cab utility truck from Rush Truck Center, through the Texas Local Government Purchasing Cooperative (BuyBoard), in an

amount not to exceed \$67,427, and authorize the city manager to execute the purchase agreement

- 6d** Approval of the Zoning Board of Adjustment and Planning and Zoning Commission bylaws

Mayor Pro Tem Taylor read Resolution R-14-3752 in its entirety.

Mayor Pro Tem Taylor opened the public hearing at 8:00 p.m.

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

Councilmember Hart moved to approve Resolution R-14-3752. Councilmember Wollin seconded the motion.

The motion to approve carried by the following vote:

Aye: 6 - Mayor Pro Tem Mike Taylor and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

Absent: 1 – Mayor David Kelly

7. RESOLUTION(S): READING AND PUBLIC HEARING

7a Resolution R-14-3753

Consideration of a special event permit to allow for amplified sound of musical instruments from 10:00 p.m. to 12:00 midnight at 4800 Stafford Drive, Case GC14-010

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

Mayor Pro Tem Taylor read Resolution R-14-3753 in its entirety.

Councilmember Putnam questioned staff regarding if there is a requirement to notify the neighbors. Director Ruthven replied no.

Mayor Pro Tem Taylor opened the public hearing at 8:07 p.m.

Sarah Kane, representative of the applicant and property owners, presented this item and briefed the City Council.

There was no one present wishing to speak and Mayor Pro Tem Taylor closed the public hearing at 8:09 p.m.

Councilmember Mogged stated he complimented the applicant for their notification to the neighbors, prior to the event. Mayor Pro Tem Taylor concurred with Councilmember Mogged.

Councilmember Mogged moved to approve Resolution R-14-3753. Councilmember Short seconded the motion.

The motion to approve carried by the following vote:

Aye: 6 - Mayor Pro Tem Mike Taylor and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

Absent: 1 – Mayor David Kelly

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

City Attorney Matthew Boyle explained City Councilmembers are not to deliberate or respond on items brought forth during the citizen comment section of the agenda as these items are not posted on the agenda.

Gary Lecocq, 5113 Roberts Road, spoke regarding citizen input, eminent domain, and the Glade Road project.

Kathy Hadley, 204 North Timberline Drive, spoke regarding the placement of business and garage sale signs, and the ability for businesses to send out coupons to the students at GCISD.

Bobby Lindamood, 4913 Jim Mitchell Trail West, spoke regarding the Glade Road project.

9. REPORTS

Sign Board of Appeals Meeting Minutes - March 11, 2014

Zoning Board of Adjustment Meeting Minutes - April 8, 2014

Planning and Zoning Commission Meeting Minutes - April 14, 2014

There was no discussion of this item.

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR JUNE 3, 2014 - Reading and Public Hearing -Resolution R-14-3754

This resolution was not needed.

11. ADJOURNMENT

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

The motion to approve carried by the following vote:

Aye: 6 - Mayor Pro Tem Mike Taylor and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

Absent: 1 – Mayor David Kelly

Mayor Pro Tem Taylor adjourned the City Council meeting at 8:32 p.m.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 17TH DAY OF JUNE 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 4c

Agenda Date 06/17/2014

Number Resolution R-14-3756

Type Resolution

Department City Manager

Title

Approval of an update to the City's Strategic Plan

Explanation

Reading and Public Hearing

The purpose of this item is to bring forward for formal approval an update to the City of Colleyville's current Strategic Plan in order to continue the constant improvement of our Strategic Management System. The proposed changes were presented and discussed with the City Council at the May 28, 2014 Budget Worksession, at which time the City Council affirmed the proposed changes and provided direction for staff to bring forward the changes for adoption.

Prior to 2009, the City operated under an annual workplan, which contained annual goals and objectives as determined by City Council and staff. The economic recession that began in 2008 prompted the City to reevaluate services to ensure alignment with the community's highest priorities. Therefore, in November 2009, the City Council adopted the City's first Strategic Plan. This plan defined the City's long-term focus areas, as well as shorter term objectives, providing staff with consistent direction for where and how our resources should be targeted. This plan was amended in 2012 to re-emphasize our focus on economic development and core service delivery. A current version is attached.

Since the adoption of that initial plan, several other elements have been added to create an overall Strategic Management System, including a biennial citizen and employee survey, departmental business plans, quarterly performance reports, a dashboard flier, and The Colleyville Way, a document which describes and operationalizes our values and assists in holding all employees accountable for the same expectations.

Regular evaluation, and re-evaluation of our efforts ensures that our progress is intentional, and in the right direction. The attached Strategy Map represents the next step in continuing our constant work to deliver financial and performance accountability, transparency, maintained focus, and alignment of resources with priorities. Strategy Maps are the communication tool used to portray a Balanced Scorecard Strategic Management System and identify the objectives that must be accomplished to be considered successful. Programs, services, and initiatives are then aligned with the Strategy Map. In a Balanced Scorecard approach, the City will focus

on the Learning and Growth Perspective, the Financial Perspective, the Business Perspective, and the Customer Perspective to ensure that we effectively deliver the high quality programs and services expected by citizens. Achieving the objectives outlined from each of the four perspectives ultimately serves to ensure that we are delivering on the City's focus areas: (1) Protect and preserve Colleyville's neighborhoods, (2) Sustainable government, (3) Economic development, and (4) Core services. The attached Strategy Map is designed to improve and advance the current Strategic Plan, last updated in 2012.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. 2012 Strategic Plan
2. Proposed Strategy Map

STRATEGIC PLAN



Vision

Colleyville is a model city with attention to being an efficient and attractive neighborhood-oriented community sensitive to our history, resources and residents.

Mission

The mission of the City of Colleyville is to provide unique customer service through our tradition of excellent stewardship, employee innovation and integrity.

Values

Integrity
Service
Innovation

Strategic Points

Make a long-term commitment to economic development and help foster a more diversified tax base

- Protect and preserve commercial development along Colleyville Blvd. in order to maximize the highest and best use of the City's primary commercial corridor.
- Mitigate the economic impact of Colleyville Blvd. reconstruction.
- Work with property owners and representatives to master plan the remaining large, undeveloped tracts of commercial property.
- Promote a visitor's economy.
- Pursue opportunities to advance small business development and create business incubators in order to nurture the commercial tax base.
- Market Colleyville as a medical specialist, procedure and laboratory center.
- Encourage commercial development along Precinct Line Road.

Foster excellence in core service delivery

- Ensure adequate resources for public safety.
- Provide adequate reinvestment to insure high quality infrastructure.
- Provide premier parks, open spaces and neighborhood connectivity.
- Promote life-long learning and community engagement through the Colleyville Public Library.
- Maintain a reputation for high quality and unique customer service.

Protect and preserve the City's neighborhoods

- Preserve Colleyville's unique, rural neighborhoods and high property values.
- Mitigate the impact of aging infrastructure.
- Utilize partnerships to enhance safety and security and community amenities.
- Continue mobility enhancements that complement neighborhoods.

Deliver sustainable government

- Quantify and mitigate the lack of redundancy in City operations.
- Weigh and evaluate citizen expectations in relation to City build out and declining revenues.
- Seek innovative technology solutions where appropriate.
- Identify alternatives to increasing costs of service delivery.
- Deliver fiscally responsible government.
- Attract and retain high quality employees.

Brand Colleyville with a unique identity

- Celebrate and promote Colleyville's willingness to be unique / set apart from other cities.
- Capitalize on Colleyville's small town feel in the middle of the Metroplex.
- Celebrate Colleyville's unique destinations.

Integrity



Service



Innovation

STRATEGY MAP

Colleyville is a model city with attention to being an efficient and attractive neighborhood-oriented community sensitive to our history, resources and residents. We do this by providing citizen valued services that result in a continuously improving quality of life.



DELIVER ON OUR FOCUS AREAS

Protect and Preserve Colleyville's Neighborhoods • Sustainable Government • Economic Development • Core Services

SERVE OUR CUSTOMERS

C1- Provide attractive and unique spaces for enjoyment of personal interests and community interaction

C2- Deliver high quality and unique customer service

C3- Attract and retain high quality businesses to provide a thriving, diversified tax base that attracts visitors

C4- Provide mobility enhancements that complement neighborhoods

C5- Achieve the highest standards of safety & security

MANAGE THE BUSINESS

B1- Seek innovative technology solutions where appropriate

B2- Proactively seek process improvements and sustainable solutions

B3- Utilize partnerships to implement cost-effective service solutions

B4- Cultivate a culture of transparency and consistent communication

B5- Use the Strategy Map to ensure that the focus stays on those programs and services identified as priorities by the community

PROVIDE FINANCIAL STEWARDSHIP

F1- Protect and preserve the City's top financial ratings

F2- Invest to provide and maintain high quality public assets

F3- Forecast needs and plan for the future, balancing priorities with resources

F4- Adhere to the City's financial and budgetary policies

PROMOTE LEARNING & GROWTH

L1- Attract, develop, and retain skilled employees who embrace our values

L2- Foster positive employee engagement

L3- Ensure our people understand the strategy and how they contribute to it

L4- Enhance leadership capabilities to deliver results and develop bench strength

L5- Empower informed decision-making and appropriate risk taking at all levels in the organization

CRITICAL BUSINESS OUTCOMES

2014 - 2016

CB01- Maximize the highest and best use of the City's business corridors

CB02- Implement the Comprehensive Plan

CB03- Address the most critical infrastructure needs

CB04- Keep citizens informed through their preferred methods

CB05- Address traffic issues on Glade Rd.

CB06- Look for ways to finish SH26

Integrity

Service

Innovation



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5

Agenda Date 06/17/2014

Type Election of Mayor Pro Tem

Department City Secretary

Title

Election of Mayor Pro Tem

Explanation

The City of Colleyville Charter, Section 3.06 states, *"...the new City Council shall in its first regular meeting, elect from among its members a Mayor Pro Tem who shall serve for the term of one (1) year."*

This item provides for the election of a Mayor Pro Tem to serve a term to May 2015.

Attachments

1. Colleyville Charter Excerpt

Colleyville Charter Excerpt

Section 3.04 Compensation:

The Mayor and City Council Persons shall not receive a salary, but shall be entitled to actual and necessary expenses incurred in the performance of their specific official duties of the office.

Section 3.05 Vacancies:

A single vacancy in the City Council shall be filled within thirty (30) days of the occurrence of the vacancy by a majority vote of the remaining members of the City Council by selection of a person qualified for the position as described in this Charter. This appointee shall serve until the position can be filled at the next regular or special City election as provided by law. However, if such vacancy occurs within one hundred twenty (120) days of a regular election, then no election shall be called to fill the vacancy, and the remaining City Council members shall appoint a qualified person to fill the vacancy until the regular election.

Notwithstanding the requirement in Section 3.09 that a quorum of the City Council consists of four (4) members, if at any time the membership of the City Council is reduced to less than four (4), the remaining members may by majority action appoint additional members to raise the membership to four (4). These appointees shall serve until the positions can be filled at the next regular or special City election.

Section 3.06 Mayor and Mayor Pro Tem:

The Mayor shall preside at all meetings of the City Council and shall vote on all issues. The Mayor, except as provided in 3.07, shall sign all contracts and conveyances made or entered into by the City, and all bonds issued under the provision of this Charter, and shall be the official representative of the City. The Mayor shall be recognized as the official agent of the City by the Court for the purpose of serving civil process. (Amended May 7, 2005)

Immediately following the final swearing in of all members elected in accordance with Section 4.02 of this Charter, the new City Council shall in its first regular meeting, elect from among its members a Mayor Pro Tem who shall serve for the term of one (1) year. (Amended April 7, 1984)

The Mayor Pro Tem shall, in the absence of the Mayor, preside at all meetings of the City Council and shall vote on all issues before the City Council. The Mayor Pro Tem shall perform all other duties of the Mayor during the absence or disability of the Mayor. (Amended April 7, 1984)

In time of danger or emergency, the Mayor may take command of the Police and govern the City by proclamation and maintain order and enforce all laws.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 06/17/2014

Number Ordinance O-14-1918

Type Ordinance

Department Police

Title

Approval of the Fiscal Year 2015 (FY 2015) Colleyville Crime Control and Prevention District budget

Explanation

First Reading and Public Hearing

In accordance with the Local Government Code, the Colleyville Crime Control and Prevention District (CCCPD) annual budget must be approved at least 100 days before the start of the fiscal year. In order to comply with this requirement, the City Council will consider and approve the proposed FY 2015 CCCPD budget on June 17, 2014. Staff has proposed the following FY 2015 budget for consideration and approval by the CCCPD Board at their June 17, 2014 meeting, and is now seeking City Council approval of the proposed expenditures.

The FY 2015 CCCPD budget was discussed at the May 28, 2014 CCCPD Board budget worksession. At that time, staff presented a complete budget proposal that meets the needs of the Colleyville Police Department and the community. The proposed budget includes administrative and technology expenditures as well as full funding for seven (7) police personnel, four (4) marked police vehicles, one (1) unmarked police vehicle, four (4) handheld replacement traffic radar units, Self-Aid Buddy-Aid (SABA) trauma kits, and continuation of the weapons replacement schedule.

Financial Impact

The following information and attachments provide estimated fund balances and revenues, as well as a detailed list of proposed expenditures.

Estimated Beginning Fund Balance for FY 2015	\$1,256,369
Revenues:	
½ Cent Sales Tax	\$1,413,500
Interest Income	\$ 1,500
Use of Available Cash	\$ 224,300
TOTAL REVENUES	\$1,639,300

Expenditures:	
Administrative Board/Audit Expenses	\$ 1,850
Police Records Management System Annual Maintenance Contract	\$ 49,500
Regional Recruiting and Hiring Process (PACT Test)	\$ 2,000
Crime Reports Crime Mapping Software	\$ 1,200
Crime Reports Analytical Crime Mapping Software	\$ 3,588
NetMotion Wireless Maintenance Agreement	\$ 3,219
L-3 In-Car Video System Server Maintenance	\$ 3,949
Personnel:	
Six (6) Police Officer Positions	\$ 516,632
Add one (1) Additional Police Officer Position in FY 2015	\$ 72,933
Metroport Teen Court	\$ 33,750
Capital:	
Vehicles: Replacement – Four (4) Patrol vehicles including In-car Video System	\$ 200,000
Replacement – CID Vehicle	\$ 26,000
Equipment:	
Weapons Replacement	\$ 8,500
Four (4) Handheld Radar Units	\$ 2,800
Self-Aid Buddy-Aid Trauma Kits	\$ 2,000
Debt Service:	
2006 Series Refunding Debt	\$ 500,985
Transfers:	
Capital Equipment Replacement Fund - In-Car Mobile Digital Computer System	\$ 10,000
TOTAL EXPENDITURES	\$1,438,906
*EXCESS REVENUES OVER EXPENDITURES	\$ 200,394
ENDING FUND BALANCE	\$1,232,463

*Must have a 1.4 times coverage ratio (\$200,394) for debt service payment in FY 2015.

Recommendation

Approve

Attachments

1. Proposed FY 2015 CCCPD Budget
2. Ordinance O-14-1918

COLLEYVILLE CRIME CONTROL DISTRICT FY 2015 PROPOSED BUDGET

FISCAL YEAR	ADOPTED FY 2014	PROJECTED FY 2014	PROPOSED FY 2015
BEGINNING FUND BALANCE	\$1,072,545	\$1,216,583	\$1,256,369
REVENUES:			
1/2 CENT SALES TAX REVENUE	\$1,275,000	\$1,350,000	\$1,413,500
INTEREST INCOME	\$1,500	\$1,500	\$1,500
USE OF AVAILABLE CASH	\$235,687	\$185,212	\$224,300
TOTAL REVENUES	\$1,512,187	\$1,536,712	\$1,639,300
EXPENDITURES:			
ADMINISTRATIVE BOARD/AUDIT EXPENSES:	\$1,850	\$1,850	\$1,850
POLICE SOFTWARE ANNUAL MAINTENANCE CONTRACT	\$45,000	\$45,000	\$49,500
REGIONAL RECRUITING AND HIRING PROCESS (PACT TEST)	\$2,000	\$2,000	\$2,000
CRIME REPORTS CRIME MAPPING SOFTWARE	\$1,200	\$1,200	\$1,200
CRIME REPORTS ANALYTICAL CRIME MAPPING SOFTWARE	\$3,588	\$3,588	\$3,588
NETMOTION WIRELESS MAINTENANCE AGREEMENT	\$3,219	\$3,219	\$3,219
L-3 IN-CAR VIDEO SYSTEM SERVER MAINTENANCE	\$3,768	\$3,768	\$3,949
PERSONNEL:			
POLICE OFFICERS:			
6 OFFICERS (ONE MID-YEAR START IN FY 2014)	\$457,057	\$457,057	\$516,632
ADDITIONAL OFFICER IN FY 2015	\$0	\$0	\$72,933
TEEN COURT	\$33,750	\$33,750	\$33,750
VEHICLES:			
REPLACEMENT - PATROL VEHICLE AND EQUIPMENT	\$206,600	\$206,600	\$200,000
REPLACEMENT - CID VEHICLE	\$24,000	\$24,000	\$26,000
EQUIPMENT:			
SELF AID TRAUMA KITS	\$0	\$0	\$2,000
ANNUAL WEAPONS REPLACEMENT	\$8,500	\$8,500	\$8,500
RADAR TRAILER	\$10,000	\$10,000	\$0
FOUR HANDHELD RADAR UNITS	\$0	\$0	\$2,800
DEBT SERVICE:			
2006 SERIES REFUNDING DEBT	\$501,182	\$501,182	\$500,985
TRANSFERS:			
CAPITAL EQUIPMENT REPLACEMENT FUND - IN-CAR MOBILE DIGITAL COMPUTER SYSTEM	\$10,000	\$10,000	\$10,000
TOTAL EXPENDITURES	<u>\$1,311,714</u>	<u>\$1,311,714</u>	<u>\$1,438,906</u>
EXCESS REVENUES OVER EXPENDITURES ^^	\$200,473	\$224,998	\$200,394
ENDING FUND BALANCE	<u>\$1,037,331</u>	<u>\$1,256,369</u>	<u>\$1,232,463</u>

^^ MUST HAVE A 1.4 TIMES COVERAGE RATIO (\$200,473) FOR DEBT SERVICE PAYMENT IN FY 2014

^^ MUST HAVE A 1.4 TIMES COVERAGE RATIO (\$200,394) FOR DEBT SERVICE PAYMENT IN FY 2015

ORDINANCE O-14-1918

ADOPTING AN ANNUAL BUDGET FOR FISCAL YEAR 2015 FOR THE COLLEYVILLE CRIME CONTROL AND PREVENTION DISTRICT, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015, A COPY OF SAME BEING ON FILE IN THE OFFICE OF THE CITY SECRETARY, TO BECOME EFFECTIVE UPON PASSAGE BY THE CITY COUNCIL

WHEREAS, the laws of the State of Texas require the Board of Directors of the Colleyville Crime Control and Prevention District to adopt a budget of projected revenues and proposed expenditures, cash on hand at the start of the year, the amount of money received during the prior year, the tax rate, and the projected ending fund balance; and

WHEREAS, on June 17, 2014, the Board of Directors of the Colleyville Crime Control and Prevention District approved the following budget; and

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

WHEREAS, the City Council determines that the passage of this Ordinance is in the best interests of the health, safety, and welfare of the public.

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

Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Sec. 2. THAT the budget for the fiscal year beginning October 1, 2014 and ending September 30, 2015 for the Colleyville Crime Control and Prevention District, a copy of which is on file in the office of the City Secretary, is hereby made a part of this Ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2014 and ending September 30, 2015 and that the City Manager is authorized to execute all contracts and agreements approved as a part of the budget.

Sec. 3. THAT the budget of the fiscal year beginning October 1, 2014, and ending September 30, 2015, for the Colleyville Crime Control and Prevention District with a sales and use tax rate of .5%, is hereby fixed as follows:

Projected Revenue Received in Fiscal Year 2014	\$ 1,536,712
Projected Cash on Hand as of October 1, 2014	\$ 1,256,369
Revenues	\$ 1,639,300
Expenditures	\$ 1,438,906
Ending Fund Balance at September 30, 2015	\$ 1,232,463

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 17th day of June 2014.

The second reading and public hearing being conducted on the 1st day of July 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



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6b

Agenda Date 06/17/2014

Number Ordinance O-14-1919

Type Ordinance

Department Colleyville Center

Title

Approval to amend Part II, Chapter 2 - Administration, Article II- Finance, Division 1, Sec. 2-26 (j) of the Colleyville, Texas, Code of Ordinances, which sets fees and charges for City Services, specifically Colleyville Center rental rates

Explanation

Reading and Public Hearing

The purpose of this item is to present to the City Council proposed changes to the standard weekday rental rates that have been recommended by the Colleyville Center Advisory Committee. Over fifty percent of weekday client surveys indicate a perception that charging additional incremental fees for equipment usage and linens is frustrating and makes it more difficult to budget for events. Weekday clients have expressed a desire for bundled rates that are inclusive of both the rental and equipment fees. Ninety-nine percent of weekday rentals utilize a current add on service like microphones, rear screen projection system, or linens. The remaining one percent of weekday clients elect to only rent the small meeting room space with tables and chairs, providing their own linens.

The Colleyville Center Advisory Committee established a subcommittee for review of the weekday rental rates. The subcommittee met on March 3, 2014 and April 7, 2014, to review and discuss the current weekday rental rate structure, ultimately recommending a simplified structure that eliminates à la carte equipment and administrative fees, and increases the standard weekday rental rates to achieve a revenue neutral outcome that also improves customer service. The Colleyville Center Advisory Committee proposed 50 percent rate increase in standard weekday rental rates that will provide a revenue neutral collapse of existing add on fees. A typical four-hour, full hall rental will increase by \$230, one-half of the hall by \$125, and the small meeting conference room by \$75. Entire eight-hour building rentals will increase by \$600. No changes are proposed to the rental rates for Colleyville based non-profit and civic organizations.

As a part of this collapse and simplification of equipment rental and administrative fees, the format and layout of all rate schedules has been updated. The current weekend and non-profit rental add-on administrative fees will remain the same. Several fees that are no longer charged due to outdated technology that is no longer used, such as overhead projector and slide projector rentals, have been eliminated. A few add-ons currently offered, such as ipod connections and water/soda service has

been added to the Administrative Fee Schedule. These minor updates ensure that the fee schedule in the Code of Ordinances mirrors the exact fees and services currently offered at the Colleyville Center. The exact additions and deletions to the Administrative Fee Schedule are highlighted in the attachment "Administrative Fee Schedule Changes". Several existing policies have also been added to the Miscellaneous Fees/Policies section to provide clarity and consistency, namely the practice of providing free up-lighting when a client uses three or more Colleyville businesses during their rental and the practice of charging \$500 per hour when a client fails to vacate the Center after its official closing time. All updates are reflected in the attached proposed ordinance, which would replace the current Section 2-26 (j) Colleyville Center Rental Rates in the Code of Ordinances.

The proposed weekday rental rate changes were brought forward to the full Colleyville Center Advisory Committee on May 19, 2014 and were unanimously approved. Staff presented the recommended changes to the City Council for consideration and discussion at the June 3, 2014 Pre Council meeting, where the City Council did concur with bringing forward the proposed changes for approval. The recommended changes, if approved by the City Council, would take effect for all weekday rentals booked on or after October 1, 2014.

Financial Impact

The proposed changes to Colleyville Center rental rates includes a simplified structure that eliminates à la carte equipment and administrative fees, and increases the standard weekday rental rates to achieve a revenue neutral outcome that also improves customer service. The Colleyville Center Advisory Committee proposed 50% rate increase in standard weekday rental rates will provide a revenue neutral collapse of existing add on fees. A typical four-hour, full hall rental will increase by \$230, one-half of the hall by \$125, and the small meeting conference room by \$75. Entire eight-hour building rentals will increase by \$600. In total, no additional revenue is anticipated.

Recommendation

Approve

Attachments

1. Administrative Fee Schedule Changes
2. Proposed Ordinance O-14-1919

Current Administrative Fee Schedule
(showing recommended changes)

ADMINISTRATIVE FEES		
	Non-Profit	Standard
VIDEO		
LCD Projector per hour (portable & ceiling mount)	\$65 with weekday max \$150	\$65 with weekday max \$150
LCD Projector per day (portable & ceiling mount)	\$150	\$150
LCD 220" Rear Screen HD Projector per hour	\$75 with weekday max \$200	\$75 with weekday max \$200
Slide Projector with Cart	\$25	\$25
Overhead Projector with Cart	\$25	\$25
Rolling Video cart with electrical and extension	\$2	\$10
Gallery Flat Screen or TV Monitor (per event)	\$65	\$65
Stage Front Drop Screen	\$10	\$40
Portable screen (9')	\$40	\$40
Conference Room pull down	\$20	\$20
White Board / Flip Chart with easel	\$20	\$20
Easel	\$15	\$15
AUDIO		
Baby Grand Piano	\$100	\$100
Stage Lighting (one time setting – per hour)	\$50	\$50
Stage Lighting and sound board (must use AV Tech)	\$200 + AV Tech	\$200 + AV Tech
Monitor Speakers	\$20	\$20
CD Player	\$50	\$50
Podium with Microphone	\$20	\$35
iPod Connection	\$20	\$20
Corded Microphone on stand – one free with N/S Hall	\$15	\$15
Wireless Microphone (hand held or lapel)	\$25	\$50
Telephone Conferencing Equipment	\$30	\$30
Colored Up Lights	\$200	\$200
ROOM SET		
Table Setup (per table)	Included in room rental	Included in room rental
Chair Setup (per chair)	Included in room rental	Included in room rental
Linens (per linen) Weekdays only	\$5	\$5
Draped and Skirted Registration Table	\$15	\$15
Room Change after final set (per table and chair set)	\$20	\$20
Repositioning room during event	\$400 + \$10 ea. Table set	\$400 + \$10 ea. Table Set
CATERING		
Catering fee 15% of F&B with \$1.50 pp min.	15% F&B	15% F&B
Catering (client self-catering – KU) Flat Fee based upon set up or attendance whichever is greater	\$1 per person weekday and Non Profit (\$300 Max) \$2 per person weekends	\$1 per person weekday \$2 per person weekends
Deluxe Coffee Service with condiments	15 cup carafe - \$15	15 cup carafe - \$15
Continental Breakfast (pp w/20)	\$10 pp including fruit	\$10 pp including fruit
Gourmet Box Lunch (pp w/20 min)	\$15 pp including beverage	\$15 pp including beverage
Break Service (beverage & cookies – pp w/20 min)	\$5 per person	\$5 per person
Water/Soda Service	\$1 per bottle	\$1 per bottle
MISCELLANEOUS		
Copies - \$.25 first copy, \$.10 thereafter	\$.25/\$.10	\$.25/\$.10
Copies (over 51) – \$.85 first copy, \$.15 thereafter	\$.85/\$.15	\$.85/\$.15
Fax Machine (incoming and outgoing)	\$2 per page + Long distance charge	\$2 per page + Long distance charge
Gaffers Tape per roll- Cost plus 25%	Cost plus 25%	Cost plus 25%
DEPOSITS		
Entire Building	\$500	\$500
Grand Hall	\$300	\$300
Half Hall (North or South)	\$200	\$200
Conference Room	\$50	\$50

ORDINANCE O-14-1919

AMENDING PART II, CHAPTER 2-ADMINISTRATION, ARTICLE II-FINANCE, DIVISION 1, SEC. 2-26 (J) OF THE COLLEYVILLE, TEXAS, CODE OF ORDINANCES, WHICH SETS FEES AND CHARGES FOR CITY SERVICES, SPECIFICALLY COLLEYVILLE CENTER RENTAL RATES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Colleyville charges fees for miscellaneous services and materials as authorized by Ordinance O-92-880 and it is desirous to update those fees; and

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

WHEREAS, the City Council determines that the passage of this ordinance is in the best interests of the health, safety, and welfare of the public.

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

- Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Sec. 2. THAT from and after the effective date of this ordinance, Chapter 2 Section 2-26 (j), Colleyville Center rental rates shall be deleted and replaced in its entirety with the revisions as shown on Exhibit "A".
- Sec. 3. THAT the effective date of this ordinance shall be October 1, 2014.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 17th day of June 2014.

The second reading and public hearing being conducted on the 1st day of July 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"

NON-RESIDENT & BUSINESS STANDARD RATES

ROOM	MAX OCC. THEATER = T BANQUET = B CLASSROOM = C	* WEEKDAY RATE <i>FOUR HOUR BLOCK OF TIME, EXCEPT FOR ENTIRE BUILDING RENTAL WHICH IS EIGHT HOURS</i>	PRIME WEEKEND FRI / SAT / SUN <i>EIGHT HOUR RENTAL</i>
SMALL CONFERENCE ROOM <i>792 SQ. FT.</i>	T-60 B-50 C-35	\$200	ENTIRE BUILDING RENTAL ONLY
NORTH HALL <i>3,155 SQ.FT. 1,664 PLUS 1491 STAGE</i>	T-200 B-100 C- 70	\$375	ENTIRE BUILDING RENTAL ONLY
SOUTH HALL <i>2,872 SQ. FT. 1,872 PLUS 1,000 KITCHEN</i>	T-200 B-100 C- 70	\$375	ENTIRE BUILDING RENTAL ONLY
NORTH- SOUTH HALL <i>TOTAL 6,027 FLOOR -3,536</i>	T-500 B-300 C-150	\$700	ENTIRE BUILDING RENTAL ONLY
ENTIRE BUILDING <i>8,475 SQ. FT.</i>	BUILDING OCCUPANCY T-500	\$1,800 WEEKDAY	FRIDAY & SUNDAY \$1,800 PRIME SATURDAY \$2,200
GARDEN PLAZA (Including chairs)	T-150	\$300	\$300

*Includes tables, chairs, and all add-ons listed in the Video, Audio, and Room Set sections of the Administrative Fee Schedule.



EXHIBIT "A"

COLLEYVILLE RESIDENT/BUSINESS WITH 20 % DISCOUNT

ROOM	MAX OCC. THEATER = T BANQUET = B CLASSROOM = C	* WEEKDAY RATE <i>FOUR HOUR BLOCK OF TIME, EXCEPT FOR ENTIRE BUILDING RENTAL WHICH IS EIGHT HOURS</i>	PRIME WEEKEND FRI / SAT / SUN <i>EIGHT HOUR RENTAL</i>
SMALL CONFERENCE ROOM <i>792 SQ. FT.</i>	T-60 B-50 C-35	\$160	ENTIRE BUILDING RENTAL ONLY
NORTH HALL <i>3,155 SQ.FT. 1,664 PLUS 1491 STAGE</i>	T-200 B-100 C- 70	\$300	ENTIRE BUILDING RENTAL ONLY
SOUTH HALL <i>2,872 SQ. FT. 1,872 PLUS 1,000 KITCHEN</i>	T-200 B-100 C- 70	\$300	ENTIRE BUILDING RENTAL ONLY
NORTH- SOUTH HALL <i>TOTAL 6,027 FLOOR -3,536</i>	T-500 B-300 C-150	\$560	ENTIRE BUILDING RENTAL ONLY
ENTIRE BUILDING <i>8,475 SQ. FT.</i>	BUILDING OCCUPANCY T-500	\$1,440 WEEKDAY	\$1,440 FRIDAY & SUNDAY \$1,760 PRIME SATURDAY
GARDEN PLAZA (Including chairs)	T-150	\$300	\$300

*Includes tables, chairs, and all add-ons listed in the Video, Audio, and Room Set sections of the Administrative Fee Schedule.



EXHIBIT "A"

COLLEYVILLE BASED NON-PROFIT & CIVIC ORGANIZATIONS

ROOM	MAX OCC. THEATER = T BANQUET = B CLASSROOM = C	WEEKDAY RATE <i>FOUR HOUR BLOCK OF TIME, EXCEPT FOR ENTIRE BUILDING RENTAL WHICH IS EIGHT HOURS</i>	PRIME WEEKEND FRI / SAT / SUN <i>EIGHT HOUR RENTAL</i>
SMALL CONFERENCE ROOM <i>792 SQ. FT.</i>	T-60 B-50 C-35	\$60	ENTIRE BUILDING RENTAL ONLY
NORTH HALL <i>3,155 SQ.FT. 1,664 PLUS 1491 STAGE</i>	T-200 B-100 C- 70	\$80	ENTIRE BUILDING RENTAL ONLY
SOUTH HALL <i>2,872 SQ. FT. 1,872 PLUS 1,000 KITCHEN</i>	T-200 B-100 C- 70	\$80	ENTIRE BUILDING RENTAL ONLY
NORTH- SOUTH HALL <i>TOTAL 6,027 FLOOR -3,536</i>	T-500 B-300 C-150	\$140	ENTIRE BUILDING RENTAL ONLY
ENTIRE BUILDING <i>8,475 SQ. FT.</i>	BUILDING OCCUPANCY T-500	\$300 WEEKDAY	50 % DISCOUNT FRIDAY & SUNDAY \$900 20 % DISCOUNT PRIME SATURDAY \$1,760
GARDEN PLAZA (Including chairs)	T-150	\$300	\$300

COLLEYVILLE Center

EXHIBIT "A"

ADMINISTRATIVE FEES		
	Non-Profit	Standard
VIDEO		
LCD Projector per hour (portable and ceiling mount)	\$65 with weekday max \$150	\$65
LCD 220" Rear Screen HD Projector per hour	\$75 with weekday max \$200	\$75
Rolling Video cart with electrical and extension	\$2	\$10
Gallery Flat Screen or TV Monitor (per event)	\$65	\$65
Stage Front Drop Screen	\$10	\$40
Portable screen (9')	\$40	\$40
Conference Room pull down	\$20	\$20
White Board / Flip Chart with easel	\$20	\$20
Easel	\$15	\$15
AUDIO		
Baby Grand Piano	\$100	\$100
Stage Lighting (one time setting – per hour)	\$50	\$50
Stage Lighting and sound board (must use AV Tech)	\$200 + AV Tech	\$200 + AV Tech
Podium with Microphone	\$20	\$35
iPod Connection	\$20	\$20
Corded Microphone on stand – one free with N/S Hall	\$15	\$15
Wireless Microphone (hand held or lapel)	\$25	\$50
Colored Up Lights	\$200	\$200
ROOM SET		
Linens (per linen) Weekdays only	\$5	\$5
Draped and Skirted Registration Table	\$15	\$15
Room Change after final set (per table and chair set)	\$20	\$20
Repositioning room during event	\$400 + \$10 ea. Table set	\$400 + \$10 ea. Table Set
CATERING		
Catering fee 15% of F&B with \$1.50 pp min.	15% F&B	15% F&B
Catering (client self-catering – KU) Flat Fee based upon set up or attendance whichever is greater	\$1 per person weekday or weekend (\$300 Max)	\$1 per person weekday \$2 per person weekends
Deluxe Coffee Service with condiments	15 cup carafe - \$15	15 cup carafe - \$15
Continental Breakfast (w/20 person minimum)	\$10 pp including fruit	\$10 pp including fruit
Gourmet Box Lunch (w/20 person minimum)	\$15 pp including beverage	\$15 pp including beverage
Break Service (beverage & cookies – w/20 person minimum)	\$5 per person	\$5 per person
Water/Soda Service	\$1 per bottle	\$1 per bottle
MISCELLANEOUS		
Copies 1-50 - \$.25 first copy, \$.10 thereafter	\$.25/\$.10	\$.25/\$.10
Fax Machine (incoming and outgoing)	\$2 per page	\$2 per page
DEPOSITS		
Entire Building	\$500	\$500
Grand Hall	\$300	\$300
Half Hall (North or South)	\$200	\$200
Conference Room	\$50	\$50



EXHIBIT "A"

MISCELLANEOUS FEES/POLICIES

Cancellation Policy- Any cancellation of a Friday, Saturday, or Sunday entire building rental or combined North/South Hall booking shall result in lessee forfeiting one-half of the deposit. If the cancellation is received 180 to 120 calendar days prior to the event, the lessee will forfeit all of the deposit. If the cancellation is received less than 120 calendar days prior to the event, the lessee will forfeit all monies paid to the Colleyville Center.

Colleyville Center Service Fees- A service fee of up to \$500.00 will be charged to lessee for failure to leave the premises (building and grounds) in as good or better condition than it was prior to being leased.

AV Surcharge- All rented audio visual equipment brought into the building by another vendor incurs a 15 percent charge of the Colleyville Center fee for same equipment.

Non-profit Donations- Any not for profit organization that donates over \$50,000.00 to the Colleyville Center does not incur equipment fees. Supply and service fees are not included in this waiver. If a not for profit organization donates a single piece of equipment, it becomes Colleyville Center property and use of that equipment by that organization does not incur equipment fees.

Discount for Using Local Businesses- If a client uses three or more Colleyville businesses during their event, the Center will provide complimentary colored up-lighting (\$200 value).

Additional Rental Hours- If a client requests to extend a rental of the entire building beyond their eight hour rental, additional hours will be available for an additional \$250 per hour, within the business hours of the Center. The additional hours must be requested in advance. Fees will not be pro-rated for increments of time less than one hour.

Late Fees- The Colleyville Center closes at 12 a.m. (midnight) on Friday and Saturday and 11 p.m. Sunday through Thursday. Should a client remain on the premises after the building is closed, a fee will be assessed at the rate of \$500 per hour until such time the building is vacated. Fees will not be pro-rated for increments of time less than one hour.

Colleyville Center Rental Hours- The Colleyville Center is available for rental from 8 a.m. to 11 p.m. Monday through Thursday, 8 a.m. to midnight on Friday, 11 a.m. to midnight on Saturday, and 11 a.m. to 11 p.m. on Sunday.



EXHIBIT "A"

Weekday rental rates apply Monday through 4 p.m. on Friday. Prime
Weekend Rates apply 4 p.m. Friday through 11 p.m. Sunday.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 06/17/2014

Number Resolution R-14-3757

Type Resolution

Department City Secretary

Title

A resolution appointing a member to the Colleyville Economic Development Corporation (CEDC) Board of Directors

Explanation

Reading and Public Hearing

As per the Articles of Incorporation of the Colleyville Economic Development Corporation (CEDC) Board, if a member of the City Council ceases to be a Councilmember, such event shall constitute an automatic resignation as a director and such vacancy shall be filled in the same manner as other vacancies.

As the term of Councilmember Stan Hall expired June 3, 2014, it is necessary to appoint a Councilmember to serve on the CEDC Board for a term consecutive with their term on the City Council.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Colleyville Economic Development Corporation roster
2. Resolution R-14-3757

Colleyville Economic Development Corporation

PRESIDENT

Carol Wollin
4600 Dartmoore Lane
Colleyville, TX 76034
H: (817) 281-3058
cwollin@colleyville.com
TERM: Jun 2013 - May 2016

DIRECTOR

Mark Davidson
4708 Behrens Road
Colleyville, TX 76034
W: (469) 417-9995
mdavidson@mdcomre.com
TERM: Sep 2013 - Sep 2015

DIRECTOR

David Kelly
905 Inwood Lane
Colleyville, TX 76034
H: (817) 656-1862
dkelly@colleyville.com
TERM: Jun 2013 - May 2016

DIRECTOR

Mark Slosson
2407 Poplar Court
Colleyville, TX 76034
W: (214) 557-1082
H: (817) 455-6900
slosson@verizon.net
TERM: Sep 2013 - Sep 2015

GENERAL MANAGER

Jennifer Fadden
100 Main Street
Colleyville, TX 76034
W: (817) 503-1116
jfadden@colleyville.com

VICE PRESIDENT

Stan Hall
6229 Cimmaron Trail
Colleyville, TX 76034
H: (817) 488-2996
shall@colleyville.com
TERM: May 2011 - May 2014

DIRECTOR

Tom Hart
1717 Avondale
Colleyville, TX 76034
H: (817) 540-1171
thart@colleyville.com
TERM: Jul 2012 - May 2015

DIRECTOR

Bradley Shields
206 Mill Wood Court
Colleyville, TX 76034
W: (214) 647-3572
H: (817) 829-4994
bshields129@gmail.com
TERM: Sep 2013 - Sep 2015

FINANCE MANAGER

Terry Leake
100 Main Street
Colleyville, TX 76034
W: (817) 503-1115
tleake@colleyville.com

SECRETARY

Amy Shelley
100 Main Street
Colleyville, TX 76034
W: (817) 503-1133
ashelley@colleyville.com

RESOLUTION R-14-3757

**A RESOLUTION APPOINTING A MEMBER TO THE
COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION (CEDC)
BOARD OF DIRECTORS**

WHEREAS, in accordance with the Articles of Incorporation of the Colleyville Economic Development Corporation (CEDC), if a member of the City Council ceases to be a Councilmember, such event shall constitute an automatic resignation as a director and such vacancy shall be filled in the same manner as other vacancies; and

WHEREAS, one (1) Councilmember's term has expired.

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

Sec. 1. THAT Councilmember _____ is appointed to serve on the Colleyville Economic Development Corporation Board of Directors for a term concurrent with the term on the City Council.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS ON THIS THE 17TH DAY OF JUNE 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7b

Agenda Date 06/17/2014

Number Resolution R-14-3758

Type Resolution

Department City Secretary

Title

A resolution appointing a member to the Tax Increment Finance (TIF) District Board to fill an unexpired term

Explanation

Reading and Public Hearing

As per the Tax Increment Financing (TIF) District Board bylaws, approved by Resolution R-98-1, the TIF Board of Directors shall consist of nine (9) directors, five of whom shall be appointed by the City Council. The governing bodies of the Grapevine-Colleyville Independent School District (GCISD), Tarrant County, Tarrant County College, and the Tarrant County Hospital District, shall appoint one (1) member each to the District. As per the TIF Bylaws, directors shall be appointed by the governing body and shall serve for two-year terms beginning on January 1, or until their successors are appointed by the respective governing bodies.

The City Council term of Stan Hall expired on June 3, 2014. This item provides for City Council to appoint a Councilmember to the TIF District Board of Directors to an unexpired term of December 2014.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Tax Increment Finance District Board roster
2. Resolution R-14-3758

Tax Increment Finance District Board

CHAIR

David Kelly
905 Inwood Lane
Colleyville, TX 76034
H: (817) 656-1862
dkelly@colleyville.com
TERM:Dec 2012 - Dec 2014

DIRECTOR

Stan Hall
6229 Cimmaron Trail
Colleyville, TX 76034
H: (817) 488-2996
shall@colleyville.com
TERM:Jun 2013 - Dec 2014

DIRECTOR

Carol Wollin
4600 Dartmoore Lane
Colleyville, TX 76034
H: (817) 281-3058
cwollin@colleyville.com
TERM:Dec 2012 - Dec 2014

Tarrant County College

Mark McClendon
1500 Houston Street
Fort Worth, TX 76102
W: (817) 515-5203
TERM:Dec 2012 - Dec 2014

Tarrant County

Carolyn Sims
645 Grapevine Highway, Suite 6
Hurst, TX 76054
W: (817) 581-3600
cssims@tarrantcounty.com
TERM:Dec 2012 - Dec 2014

VICE-CHAIR

Mike Taylor
5209 Coventry Place
Colleyville, TX 76034
H: (817) 267-5407
mtaylor@colleyville.com
TERM:Dec 2012 - Dec 2014

DIRECTOR

Tom Hart
1717 Avondale
Colleyville, TX 76034
H: (817) 540-1171
thart@colleyville.com
TERM:Dec 2012 - Dec 2014

GCISD

John Eubanks
7009 Lismore Court
Colleyville, TX 76034
H: (817) 481-3009
johnteubanks@verizon.net
TERM:Dec 2012 - Dec 2014

Tarrant County Hospital

Scott Rule
1500 South Main Street
Fort Worth, TX 76104
W: (817) 702-6871
srule@jpshealth.org
TERM:Dec 2012 - Dec 2014

RESOLUTION R-14-3758

**A RESOLUTION APPOINTING A MEMBER TO THE
TAX INCREMENT FINANCING DISTRICT (TIF) BOARD OF DIRECTORS
TO FILL AN UNEXPIRED TERM**

WHEREAS, one Colleyville City Council position on the Tax Increment Financing District (TIF) Board of Directors is vacant with an unexpired term of December 2014.

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

Sec. 1. THAT the City Council hereby appoints _____
to the Tax Increment Financing District Board of Directors to fill
the unexpired term to December 2014.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 17TH DAY OF JUNE 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7c

Agenda Date 06/17/2014

Number Resolution R-14-3759

Type Resolution

Department City Secretary

Title

A resolution appointing a member to the Audit Committee

Explanation

Reading and Public Hearing

On June 17, 2003, by Resolution R-03-2174, City Council established an Audit Committee, whose purpose is to review a draft of the audit report and meet with the auditors, before the audit is presented to the full City Council. The Committee is comprised of three members of City Council, whose terms shall be concurrent with a member's term on the City Council.

This resolution provides for City Council to fill the position held by Councilmember Stan Hall, whose term expired June 3, 2014.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Audit Committee roster
2. Resolution R-14-3759

Audit Committee

Stan Hall

6229 Cimmaron Trail

Colleyville, TX 76034

H: (817) 488-2996

shall@colleyville.com

TERM:Jun 2011 - May 2014

Chuck Mogged

3002 Edgewood Lane

W: (817) 851-6408

H: (817) 454-7111

cmogged@colleyville.com

TERM:Jun 2013 - May 2016

Tom Hart

1717 Avondale

Colleyville, TX 76034

H: (817) 540-1171

thart@colleyville.com

TERM:Jun 2012 - May 2015

RESOLUTION R-14-3759

**A RESOLUTION APPOINTING A MEMBER TO THE
AUDIT COMMITTEE**

WHEREAS, one position on the Audit Committee is vacant due to the
expiring term of a Councilmember.

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

Sec. 1. THAT the City Council hereby appoints _____
to serve on the Audit Committee for a term concurrent with the
term on the City Council.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 17TH DAY OF JUNE 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7d
Type Resolution
Department City Council

Agenda Date 06/17/2014

Number Resolution R-14-3760

Title

Appointing the Mayor and two Colleyville City Councilmembers to the Municipal Judge Review and Selection Committee

Explanation

Reading and Public Hearing

In March 2012, the Colleyville City Council and the Keller City Council unanimously approved an Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller. Included in the interlocal agreement (attached as Exhibit "A") is a provision for the appointment of a municipal court judge and the establishment of a Municipal Judge Review and Selection Committee.

The Municipal Judge Review and Selection Committee is charged with the selection and annual salary recommendation for the Municipal Judge, and is comprised of the Mayors and two appointed City Councilmembers from both Colleyville and Keller. Per attached Resolution R-12-3488, approved by City Council April 17, 2012, a two-year initial term of appointment for City Councilmembers was established, with terms expiring April 2014, and an option for the appointment to be extended for an additional two-year term, at the discretion of the City Council. Attached Resolution R-13-3636, approved June 4, 2013, filled the Colleyville City Councilmember vacancy on the Municipal Judge Review and Selection Committee.

The terms of Colleyville City Councilmembers Stan Hall and Carol Wollin expired April 30, 2014. This item allows for City Council appointment of two councilmembers to a two-year term on the Municipal Judge Review and Selection Committee.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Exhibit "A"
2. Resolution R-12-3488
3. Resolution R-13-3636
4. Resolution R-14-3760

Exhibit A

Colleyville and Keller recognize that the combined Municipal Court will operate most efficiently with the appointment of a single Municipal Court Judge, and the parties will endeavor to achieve that goal. That said, Colleyville and Keller reserve the right to select and/or remove their Municipal Court Judge in accordance with their applicable Charter provisions. A municipal judge review and selection committee consisting of both Mayor's and two duly appointed City Council members from each City will formulate a process for obtaining and assessing candidates for the Municipal Court Judge position. The current Judges for Colleyville and Keller will be invited to submit their candidacy for the combined Court. Upon the conclusion of such process, the Committee shall make a recommendation to the full Colleyville and Keller City Councils for the selection of the Municipal Court Judge. If such candidate is approved by both the Colleyville and Keller City Councils, that candidate shall serve as the Municipal Court Judge for the combined Municipal Court for an initial term of two (2) years. In the event the candidate is not approved by both Colleyville and Keller, the matter shall be referred back to the standing committee for the recommendation of an alternative appointment. In the event such alternative appointment is not approved by both Colleyville and Keller, then this issue shall be sent to dispute resolution pursuant to Section 9 of the Agreement. Any renewals of term or approval of a replacement Judge will be subject to this process.

Upon appointment, the Municipal Court Judge will be responsible for all judicial services for the combined Court, including but not limited to the following: adjudication of all cases, plea dockets, trial dockets (both before the court and jury trials), property hearings, arraignments, emergency protective order hearings, dangerous dog hearings, warrant issuance (including search, arrest, and blood warrants), juror notification, setting of bonds, other judicial proceedings and magistrate services. The Municipal Judge shall propose to the standing committee a temporary replacement(s) who shall perform the duties of the Municipal Judge in his/her absence. In the event either Colleyville or Keller objects to the proposed temporary replacement Judge(s), the Municipal Court Judge must propose an alternative replacement(s) until such replacement(s) is approved by both Colleyville and Keller. If for any reason, the Municipal Court Judge is unable to attend to their duties on a given date, the Judge must notify the Court Administrator. Any temporary replacement Judge will be compensated by the Municipal Court Judge out of his/her salary.

The standing committee shall recommend an annual salary for the Municipal Judge to be considered by the respective City Councils and if approved incorporated into the employment contract of the Municipal Judge.

RESOLUTION R-12-3488

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, APPOINTING THE MAYOR AND TWO (2) CITY COUNCILMEMBERS TO SERVE ON THE MUNICIPAL JUDGE REVIEW AND SELECTION COMMITTEE, IN ACCORDANCE WITH EXHIBIT "A" OF THE INTERLOCAL AGREEMENT FOR COMBINED MUNICIPAL COURT SERVICES FOR THE CITIES OF COLLEYVILLE AND KELLER

WHEREAS, the Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller, Exhibit "A", provides that the Municipal Judge Review and Selection Committee shall consist of the Mayors and two duly appointed City Councilmembers from both the cities of Colleyville, Texas, and Keller, Texas; and

WHEREAS, it is hereby necessary that the Mayor and two (2) City Councilmembers be appointed to serve on the Municipal Judge Review and Selection Committee; and

WHEREAS, the initial term of appointment shall be for a period of two years for City Councilmembers expiring in April 2014, and may be extended for additional two-year terms at the discretion of the City Council.

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

Sec. 1. THAT the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Sec. 2. THAT the City Council of the City of Colleyville, Texas in accordance with the Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller, Exhibit "A", hereby appoints the Mayor and following City Councilmembers to serve on the Municipal Judge Review and Selection Committee:

Mayor David Kelly
Councilmember Michael Muhm
Councilmember Stan Hall

Sec. 3. THAT the two-year appointments shall end in April of even numbered years.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 4 AYES, 0 NAYS, AND 0
ABSTENTIONS ON THIS THE 17TH DAY OF APRIL 2012.

ATTEST:



Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

Exhibit A

Colleyville and Keller recognize that the combined Municipal Court will operate most efficiently with the appointment of a single Municipal Court Judge, and the parties will endeavor to achieve that goal. That said, Colleyville and Keller reserve the right to select and/or remove their Municipal Court Judge in accordance with their applicable Charter provisions. A municipal judge review and selection committee consisting of both Mayor's and two duly appointed City Council members from each City will formulate a process for obtaining and assessing candidates for the Municipal Court Judge position. The current Judges for Colleyville and Keller will be invited to submit their candidacy for the combined Court. Upon the conclusion of such process, the Committee shall make a recommendation to the full Colleyville and Keller City Councils for the selection of the Municipal Court Judge. If such candidate is approved by both the Colleyville and Keller City Councils, that candidate shall serve as the Municipal Court Judge for the combined Municipal Court for an initial term of two (2) years. In the event the candidate is not approved by both Colleyville and Keller, the matter shall be referred back to the standing committee for the recommendation of an alternative appointment. In the event such alternative appointment is not approved by both Colleyville and Keller, then this issue shall be sent to dispute resolution pursuant to Section 9 of the Agreement. Any renewals of term or approval of a replacement Judge will be subject to this process.

Upon appointment, the Municipal Court Judge will be responsible for all judicial services for the combined Court, including but not limited to the following: adjudication of all cases, plea dockets, trial dockets (both before the court and jury trials), property hearings, arraignments, emergency protective order hearings, dangerous dog hearings, warrant issuance (including search, arrest, and blood warrants), juror notification, setting of bonds, other judicial proceedings and magistrate services. The Municipal Judge shall propose to the standing committee a temporary replacement(s) who shall perform the duties of the Municipal Judge in his/her absence. In the event either Colleyville or Keller objects to the proposed temporary replacement Judge(s), the Municipal Court Judge must propose an alternative replacement(s) until such replacement(s) is approved by both Colleyville and Keller. If for any reason, the Municipal Court Judge is unable to attend to their duties on a given date, the Judge must notify the Court Administrator. Any temporary replacement Judge will be compensated by the Municipal Court Judge out of his/her salary.

The standing committee shall recommend an annual salary for the Municipal Judge to be considered by the respective City Councils and if approved incorporated into the employment contract of the Municipal Judge.

RESOLUTION R-13-3636

**A RESOLUTION APPOINTING A MEMBER TO THE
MUNICIPAL JUDGE REVIEW AND SELECTION COMMITTEE
TO FILL AN UNEXPIRED TERM**

WHEREAS, one Colleyville City Councilmember position on the Municipal Judge Review and Selection Committee is vacant with an unexpired term of April 2014.

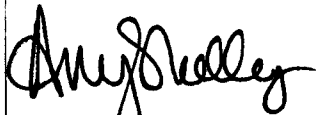
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

Sec. 1. THAT Councilmember Carol Wollin is appointed to serve on the Municipal Judge Review and Selection Committee, to fill the unexpired term to April 2014.

AND IT IS SO RESOLVED.

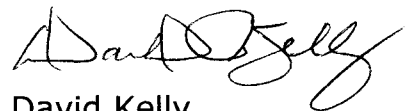
APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0
ABSTENTIONS ON THIS THE 4TH DAY OF JUNE 2013.

ATTEST:



Amy Shelley
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

RESOLUTION R-14-3760

**A RESOLUTION APPOINTING THE MAYOR AND TWO CITY
COUNCILMEMBERS TO THE MUNICIPAL JUDGE REVIEW AND
SELECTION COMMITTEE**

WHEREAS, the Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller, Exhibit "A", provides that the Municipal Judge Review and Selection Committee shall consist of the Mayors and two duly appointed City Councilmembers from both the cities of Colleyville, Texas, and Keller, Texas; and

WHEREAS, the terms of two Colleyville City Councilmembers expired April 30, 2014.

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

Sec. 1. THAT the City Council of the City of Colleyville, Texas in accordance with the Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller, attached Exhibit "A", hereby appoints the Mayor and following City Councilmembers to serve on the Municipal Judge Review and Selection Committee, to a two-year term expiring April 2016:

Mayor David Kelly
Councilmember _____
Councilmember _____

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON
THIS THE 17TH DAY OF JUNE 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

Exhibit A

Colleyville and Keller recognize that the combined Municipal Court will operate most efficiently with the appointment of a single Municipal Court Judge, and the parties will endeavor to achieve that goal. That said Colleyville and Keller reserve the right to select and/or remove their Municipal Court Judge in accordance with their applicable Charter provisions. A municipal judge review and selection committee consisting of both Mayor's and two duly appointed City Council members from each City will formulate a process for obtaining and assessing candidates for the Municipal Court Judge position. The current Judges for Colleyville and Keller will be invited to submit their candidacy for the combined Court. Upon the conclusion of such process, the Committee shall make a recommendation to the full Colleyville and Keller City Councils for the selection of the Municipal Court Judge. If such candidate is approved by both the Colleyville and Keller City Councils, that candidate shall serve as the Municipal Court Judge for the combined Municipal Court for an initial term of two (2) years. In the event the candidate is not approved by both Colleyville and Keller, the matter shall be referred back to the standing committee for the recommendation of an alternative appointment. In the event such alternative appointment is not approved by both Colleyville and Keller, then this issue shall be sent to dispute resolution pursuant to Section 9 of the Agreement. Any renewals of term or approval of a replacement Judge will be subject to this process.

Upon appointment, the Municipal Court Judge will be responsible for all judicial services for the combined Court, including but not limited to the following: adjudication of all cases, plea dockets, trial dockets (both before the court and jury trials), property hearings, arraignments, emergency protective order hearings, dangerous dog hearings, warrant issuance (including search, arrest, and blood warrants), juror notification, setting of bonds, other judicial proceedings and magistrate services. The Municipal Judge shall propose to the standing committee a temporary replacement(s) who shall perform the duties of the Municipal Judge in his/her absence. In the event either Colleyville or Keller objects to the proposed temporary replacement Judge(s), the Municipal Court Judge must propose an alternative replacement(s) until such replacement(s) is approved by both Colleyville and Keller. If for any reason, the Municipal Court Judge is unable to attend to their duties on a given date, the Judge must notify the Court Administrator. Any temporary replacement Judge will be compensated by the Municipal Court Judge out of his/her salary.

The standing committee shall recommend an annual salary for the Municipal Judge to be considered by the respective City Councils and if approved incorporated into the employment contract of the Municipal Judge.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 06/17/2014

Type Report

Department City Secretary

Title

Colleyville Events Steering Committee Meeting Minutes-March 26, 2014

Attachments

1. Colleyville Events Steering Committee Meeting Minutes-March 26, 2014



City of Colleyville

Colleyville Events Steering Committee Minutes

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

Wednesday, March 26, 2014
4:30 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

Chairperson Amy Redfearn called the meeting of the Colleyville Events Steering Committee to order at 4:35 p.m.

Roll Call

Present: Chair Amy Redfearn, Patti Tanaka, Mary Lou Dove, Sandra McIntosh and Manjiri Joshi. Staff present: Mary Rodne, Terry Leake, Lisa Escobedo, Kristi Isbell, Kathy Moore and Council Member Carol Wollin

Absent: J. Walt Mills and Ryan Milakovich

2. APPROVAL OF MINUTES

February 26, 2014

A motion was made by Patti Tanaka and seconded by Mary Lou Dove to approve the February 26, 2014 meeting minutes as presented. The motion carried with a unanimous vote.

3. REGULAR AGENDA ITEMS

3a Discussion of Upcoming Special Events

Director Mary Rodne reported that the next event was Red, White and Sousa, scheduled for June 27, 2014 at the Colleyville Center. She stated that the food vendor trucks had been confirmed, along with the Vocal Majority Chorus as the entertainment for the event. Additionally, Rodne noted that the Vocal Majority Chorus was still on the Texas Touring Arts Program Presenter Roster and that the City could once again apply for a grant from the Texas Commission on the Arts to partially fund their performance fee. Rodne added that she was going to submit a grant request for the City prior to the May 1, 2014 deadline. Rodne added that the City had received funding from this Grant for the Vocal Majority performance in 2012. Also, it was noted that staff was working on quotes for the tables and decorations.

Director Rodne gave an overview of the Colleyville Special Events Policy, noting that a copy of the policy had been emailed to all Committee members for review. It was noted that the policy states that the City prefers to hold numerous smaller events due to lack of venue. Additionally, Rodne noted that the City has limited staff resources, which limits the number of events that can be held each year.

Library and Recreation Director Mary Rodne reminded the Committee that Red, White and Sousa would be the last special event held in Fiscal Year 2014 (FY 2014). She stated that due to the possible development of the land in the Village at Colleyville that is currently used as a site for City special events, all future larger City events would be held at the Colleyville Center. Rodne proposed that for FY 2014 the Committee consider a smaller holiday event at City Hall with community trees and a City tree lighting ceremony in lieu of the big Holly Colley Holiday event.

Additionally, Rodne noted that it had been proposed that the City move towards a larger fall event to be held in October at the Colleyville Center. This event would expand upon the current City sponsored Haunted Trail event. Rodne added that the Colleyville Center was not available for a Saturday event in October 2014, therefore, the Haunted Trail event would continue in FY 2014, with the bigger fall event to start in October of FY 2015.

Amy Redfearn requested that staff provide the Committee with an updated citywide events calendar. Rodne stated that Lisa Escobedo had an updated calendar of events and that staff would provide a copy to Committee members at the next meeting.

A lengthy discussion ensued on the possibility of having another type event, such as a Run with the Colleyville Public Library Foundation or another sponsor. Rodne noted that she would research the options discussed by the Committee. Patti Tanaka questioned how funding would work if we changed from the Holly Colley event to a large fall event. Assistant City Manager/Chief Financial Officer Terry Leake stated that funding was allocated from the Colleyville Economic Development Corporation (CEDC) and that it would simply be moved from one event to the other. Additionally, she noted that the Haunted Trail event was currently funded out of the general fund with a very limited budget and sponsorships.

Committee discussion continued concerning staff recommendations to move away from the Holly Colley event to a larger fall event. Mary Lou Dove expressed her concerns with dissolving Holly Colley and the Haunted Trail, noting that these events had grown over the years. She stated that people know when these events are and look forward to them. Sandra McIntosh questioned the need to change. Discussion ensued and staff answered questions. Manjiri Joshi suggested that we continue to call the smaller holiday event Holly Colley to eliminate confusion.

After a lengthy discussion, Committee member Patti Tanaka made a motion that staff members move forward with plans for the FY 2015 budget year to provide citizens with a lighter version of Holly Colley, to be located in front of City Hall and the Library on December 5, 2014. Additionally, to hold the Haunted Trail event in October 2014 with plans to move towards a larger fall event in October 2015. Sandra McIntosh seconded the motion; the motion carried with a unanimous vote. Mary Rodne stated that the Committee would evaluate the Red, White and Sousa event later this year.

3b Discussion of Items for Future Agenda

Future agenda items were discussed and consensus of the Committee was that there was not a need to meet again until May 28, 2014. Director Rodne stated that staff would email any pertinent information to Committee members if needed before the May meeting.

There was discussion and questions on the layout for the Red, White and Sousa event; Rodne stated that she would provide a layout map at the May meeting to eliminate the confusion.

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

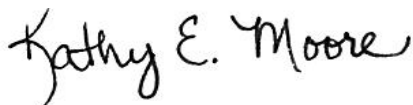
There were no citizen's comments/presentations regarding items not on the agenda.

5. ADJOURNMENT

A motion was made by Patti Tanaka and seconded by Sandra McIntosh to adjourn the meeting. Motion approved. The meeting of the Colleyville Events Steering Committee was adjourned at 6:01 p.m.

APPROVED BY A VOTE OF 4 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 28th DAY OF May, 2014.

Minutes taken and prepared by:



Kathy Moore
Administrative Secretary



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 06/17/2014

Type Report

Department Finance

Title

May 2014 Monthly Financial Report

Explanation

General Fund

Through May 31, the City has collected 98.56% of current ad valorem taxes due and collections are ahead by .33% 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 5.49% 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 ahead of budgeted projections by 14%.

Sales tax revenue received in May was up 9.92% (\$31,940) from revenues reported for the same time period last year. Year-to-date General Fund sales tax is up 5.66% (\$85,019). This is the second consecutive 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 May sales tax allocation ever received and May is a quarterly allocation month.

Compared to last year's revenues in the License and Permits category, revenues are up over 39%. Of this, more than 42% is attributable to building permit revenues, which includes an additional 13 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 2.94%. Revenues from alarm fees are on track to meet the budgeted projection of \$52,000.

Ambulance collections remain strong with a 31% increase over last year's collections. This increase in collections can be attributed to a 7.5% increase in hospital transports for the first six months of the fiscal year.

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.

On May 21, the City received proceeds in the amount of \$831,155 from the sale of the former city hall property located at 313 Oak Valley Drive. These proceeds are listed as Other Financing Sources on the Monthly Financial Report.

The average amount expended by the General Fund departments at the end of May is 56.04% of the total appropriation versus 57.15%, which was projected to be spent.

Utility Fund

To provide a summary of the Utility Fund Revenues, water sales through May 31 are 7.89% behind sales for the same time period last fiscal year. Part of this decrease is due to an increase in rainfall (approximately 5 inches more when compared to the same months last year). While rainfall decreased during the second quarter, water usage remained low due to the winter averaging for sewer calculations. Cooler temperatures in the winter months also played a role in the decrease, as well as the continued Stage 1 water restrictions, implemented in June 2013, that limit outdoor watering to twice per week.

The average amount expended by the Utility Fund departments at the end of May was 55.59% of the total appropriation, versus 55.89%, which was projected to be spent.

Attachments

1. May 2014 Monthly Financial Report

MONTHLY FINANCIAL REPORT - MAY 2014

GENERAL FUND		RECEIVED	PROJECTED	RECEIPT VS	RECEIVED	PERCENT
REVENUE SOURCE	FY 2014	AS OF	AS OF	PROJECTED	AS OF	CHANGE OVER
	BUDGET	5/31/2014	5/31/2014	INCR (DECR)	5/31/2013	PRIOR YEAR
Current Taxes	\$11,601,451	\$11,486,280	\$11,432,145	0.47%	\$10,667,622	7.67%
Delinquent Taxes	70,000	42,406	41,547	2.07%	49,120	-13.67%
Penalty & Interest	65,000	47,740	44,502	7.28%	43,133	10.68%
TOTAL AD VALOREM TAXES	\$11,736,451	\$11,576,425	\$11,518,194	0.51%	\$10,759,875	7.59%
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	57,560	62,625	-8.09%	63,518	-9.38%
Verizon/Others	84,000	68,629	56,000	22.55%	67,912	1.06%
Refuse/Recycling	145,800	104,547	97,199	7.56%	102,390	2.11%
Cable TV	425,000	364,091	318,750	14.22%	331,759	9.75%
TOTAL FRANCHISE TAXES	\$1,988,300	\$1,948,790	\$1,784,574	9.20%	\$1,847,286	5.49%
Sales Tax	\$2,875,000	\$1,586,424	\$1,586,228	0.01%	\$1,501,406	5.66%
Mixed Beverage Tax	25,277	71,628	18,958	277.83%	50,991	40.47%
TOTAL SALES TAX	\$2,900,277	\$1,658,052	\$1,605,186	3.29%	\$1,552,397	6.81%
Building	\$485,768	\$481,712	\$323,845	48.75%	\$337,362	42.79%
Plumbing	48,680	44,576	32,453	37.36%	35,323	26.20%
Mechanical	28,868	27,355	19,245	42.14%	23,900	14.46%
Electrical	37,568	38,968	25,045	55.59%	33,475	16.41%
City License	37,372	33,180	24,915	33.17%	27,940	18.75%
Building Plan Review Fee	68,000	114,366	45,333	152.28%	71,988	58.87%
New Business	3,372	2,961	2,248	31.72%	3,384	-12.50%
Sign Permit	5,463	8,475	3,642	132.70%	4,075	107.98%
Fence Permit	3,500	7,975	2,333	241.79%	3,225	147.29%
Fire Permits	6,500	6,050	4,333	39.62%	4,350	39.08%
Irrigation Permit	13,660	9,711	9,107	6.64%	9,960	-2.50%
TOTAL LICENSES & PERMITS	\$738,751	\$775,330	\$492,501	57.43%	\$554,982	39.70%
Fines	\$750,000	\$514,666	\$500,000	2.93%	\$498,529	3.24%
Alarm Fees	52,000	36,063	34,667	4.03%	36,397	-0.92%
Library Fines	22,500	15,087	15,000	0.58%	15,176	-0.59%
TOTAL FINES	\$824,500	\$565,815	\$549,667	2.94%	\$550,101	2.86%

MONTHLY FINANCIAL REPORT - MAY 2014

REVENUE SOURCE	FY 2014 BUDGET	RECEIVED AS OF 5/31/2014	PROJECTED AS OF 5/31/2014	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 5/31/2013	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$7,500	\$7,367	\$5,000	47.34%	\$5,820	26.58%
Plat Fee/Site Plan	4,000	12,250	2,667	359.38%	6,678	-83.45%
Board of Adjustment	1,250	22,552	833	2606.18%	1,625	1287.79%
Sale of Material	100	513	67	669.05%	85	506.75%
Weed Mowing	6,500	27,660	4,333	538.31%	4,852	470.08%
Ambulance	275,000	251,828	183,333	37.36%	191,952	31.19%
Recreation Program	145,000	117,689	96,667	21.75%	94,407	24.66%
Non-Resident Fee Parks	35,850	33,670	35,850	-6.08%	35,838	-6.05%
Field Use Charge	20,500	21,665	20,500	5.68%	20,575	5.30%
Engineering & Inspection	0	165,889	0	100.00%	48,453	242.37%
Colleyville Center Rental	230,000	150,666	153,333	-1.74%	174,281	-13.55%
Lot Drainage Insp Fee	16,875	9,750	11,250	-13.33%	8,125	20.00%
TOTAL CHARGES FOR SERVICE	\$742,575	\$821,499	\$513,833	59.88%	\$592,689	38.61%
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%	14,927	-100.00%
Miscellaneous	54,000	48,270	48,060	0.44%	81,948	-41.10%
Use of Available Cash	1,000,000	0	0	0.00%	0	0.00%
Other Financing Source	0	831,155	0	100.00%	0	100.00%
Antenna Lease	70,040	52,936	52,936	0.00%	50,956	3.89%
TOTAL MISCELLANEOUS	\$1,164,040	\$946,162	\$105,996	792.64%	\$147,830	540.03%
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	\$18,499,312	\$16,777,191	10.26%	\$16,209,747	14.12%

MONTHLY FINANCIAL REPORT - MAY 2014

	FY 2014 BUDGET	THROUGH 5/31/2014	THROUGH 5/31/2013	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.0%	98.56%	98.24%	0.32%	0.33%
RESIDENTIAL BLDG PERMITS	118	72	59	13	22.03%
COMMERCIAL BLDG PERMITS	6	5	6	(1)	-16.67%
CITATIONS ISSUED	11,750	6,860	7,246	(386)	-5.33%

GENERAL FUND EXPENSES

	FY 2014 BUDGET	EXPENDED THROUGH 5/31/2014	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	\$204,006	\$98,329	\$136,004	48.20%	\$105,677
City Manager	569,764	385,121	399,843	67.59%	184,644
City Secretary	211,725	131,994	141,150	62.34%	79,731
Finance	401,583	279,463	281,722	69.59%	122,120
Legal	130,460	191,932	130,460	147.12%	(61,472)
Engineering	510,915	266,246	290,610	52.11%	244,669
Economic Development	296,799	159,879	168,866	53.87%	136,920
Building Inspection	281,672	175,228	177,781	62.21%	106,444
Community Development	337,675	184,989	185,117	54.78%	152,686
Fire	4,259,224	2,805,532	2,809,483	65.87%	1,453,692
Police	4,172,062	2,827,318	2,831,375	67.77%	1,344,744
Parks	1,285,084	674,669	706,723	52.50%	610,415
Recreation	357,816	161,657	163,544	45.18%	196,159
Street Maintenance	3,840,966	808,680	860,644	21.05%	3,032,286
Library	674,061	389,210	399,374	57.74%	284,851
Communications	139,447	86,528	92,965	62.05%	52,919
Colleyville Center	312,513	179,222	183,342	57.35%	133,291
Human Resources	270,466	160,289	180,311	59.26%	110,177
Municipal Court	389,410	248,171	259,607	63.73%	141,239
Fleet Maintenance	226,290	143,911	150,860	63.60%	82,379
Building Services	362,845	216,470	241,897	59.66%	146,375
Information Services	1,065,205	840,024	850,137	78.86%	225,181
Non Departmental	859,068	410,507	422,712	47.79%	448,561
Capital Equipment Reserve	242,000	242,000	242,000	100.00%	0
Compensation Adjustment	132,911	-	0	0.00%	132,911
TOTAL EXPENSES	\$21,533,967	\$12,067,366	\$12,306,524	56.04%	\$9,466,601

MONTHLY FINANCIAL REPORT - MAY 2014

UTILITY FUND						
REVENUE SOURCE	FY 2014 BUDGET	RECEIVED AS OF 5/31/2014	PROJECTED AS OF 5/31/2014	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 5/31/2013	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$9,820,661	\$5,043,943	\$5,258,841	-4.09%	\$5,476,210	-7.89%
Sewer Sales	3,053,229	2,349,243	2,035,486	15.41%	2,076,030	13.16%
Sewer Installation	7,000	7,100	4,667	52.14%	6,300	12.70%
Water Installation	21,000	22,680	14,000	62.00%	15,870	42.91%
Sewer Tie-on Charges	5,000	3,000	3,333	-10.00%	0	100.00%
Engineering Charges	5,000	89,058	5,000	1681.17%	20,299	338.72%
Penalties	190,112	127,775	126,741	0.82%	119,384	7.03%
Miscellaneous	13,000	10,424	8,667	20.28%	11,602	-10.15%
TOTAL OPERATING INCOME	\$13,115,002	\$7,653,223	\$7,456,735	2.64%	\$7,725,696	-0.94%
Interest Income	\$20,300	\$0	\$0	0.00%	\$20,816	-100.00%
TOTAL NON-OPERATING INCOME	\$20,300	\$0	\$0	0.00%	\$20,816	-100.00%
TOTAL INCOME	\$13,135,302	\$7,653,223	\$7,456,735	2.64%	\$7,746,512	-1.20%

	THROUGH 5/31/2014	THROUGH 5/31/2013	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	1,124,085,500	1,317,832,360	(193,746,860)	-14.70%
NUMBER OF WATER CUSTOMERS	9,467	9,363	104	1.11%

UTILITY FUND EXPENSES					
	FY 2014 BUDGET	EXPENDED THROUGH 5/31/2014	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	\$386,616	\$224,587	\$257,744	58.09%	\$162,029
Operations	9,515,310	5,587,095	5,593,540	58.72%	3,928,215
Utility Support	1,060,731	599,151	599,154	56.48%	461,580
Non-Departmental	292,868	124,716	125,245	42.58%	168,152
Debt Service	819,137	788,884	788,884	96.31%	30,253
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	\$7,324,433	\$7,364,568	55.59%	\$5,852,139

RESOLUTION R-14-3761

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
JUNE 17, 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 17TH DAY OF JUNE 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor