



City of Colleyville City Council Agenda

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

Tuesday, November 18, 2014

City Council Chambers

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

CALL TO ORDER

- PC-1** Update on the Comprehensive Plan and discussion of setting dates for joint worksessions in January 2015 with the City Council and the Colleyville Center Advisory Committee, and the City Council and the Parks and Recreation Advisory Board
- PC-2** Presentation of the Quarterly Performance Management Report
- PC-3** Discussion of the 2015 City Council meeting dates
- PC-4** Discussion of the November 18, 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 litigation - Billy McCullough v. City of Colleyville

Section 551.071 - Legal - Consultation with attorney regarding litigation - Michael S. Newman v. City of Colleyville and City of Keller

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

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

RESUME REGULAR MEETING

7:30 P.M.

CITY COUNCIL CHAMBERS

INVOCATION: Pastor Lee Johnson, Bear Valley Church

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

- 2. EXECUTIVE SESSION: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - Resolution R-14-3806**

- 3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

Proclamation recognizing the Grapevine High School Tennis Team - District 5A UIL State Champions

In recognition of Colleyville's featured business -Girligirl Boutique, Kim Strickland, owner, 1001 Glade Road - Mayor Pro Tem Mike Taylor and Economic Development Director Marty Wieder

- 4. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3807**

- 4a** Approval of the minutes of the City Council worksession of October 28, 2014
- 4b** Approval of the minutes of the regular City Council meeting of November 5, 2014

5. RESOLUTION(S): READING AND PUBLIC HEARING

5a Resolution R-14-3808

Approval to pass through a water and sewer rate increase received by the City of Colleyville from the Trinity River Authority

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

7. REPORTS

Senior Center Advisory Committee Meeting Minutes - July 17, 2014
Planning and Zoning Commission Meeting Minutes - September 8, 2014
Monthly Financial Report - October 2014

8. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR NOVEMBER 18, 2014 - Reading and Public Hearing - Resolution R-14-3809

9. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, November 14, 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 11/18/2014

Type Pre Council

Department Community Development

Title

Update on the Comprehensive Plan and discussion of setting dates for joint worksessions in January 2015 with the City Council and the Colleyville Center Advisory Committee, and the City Council and the Parks and Recreation Advisory Board

Explanation

The purpose of this item is to provide an update to the City Council on the status of the comprehensive plan, set dates for two upcoming joint worksessions, and answer any City Council questions.

As of the date of this briefing, approximately half of the scope of work is complete, with most of the citizen engagement and feedback completed. Given the original estimated project timeline of 12 months, the plan, as shown on the attached completion timeline, should be adopted in April 2015, which includes two additional months beyond the original 12 month estimate. Also attached is a presentation summarizing this item.

According to the attached presentation and timeline, joint worksessions with the Colleyville Center Advisory Committee and the Parks and Recreation Advisory Board are tentatively scheduled for January 2015. The purpose of the joint worksession with the Colleyville Center Advisory Committee is to review the preliminary concept plan for the Colleyville Center based on the feedback received at the September 23, 2014 joint worksession. The purpose of the joint worksession with the Parks and Recreation Advisory Board will be to review the recommendations in the 2011 Parks, Recreation and Open Space Master Plan, while also completing the parks and trails update component in the scope of work for the comprehensive plan.

The following dates are available to hold the two joint worksessions:

January 2015:

Week One: January 5th, 7th, and 8th

Week Two: January 13th, 14th, and 15th

Week Three: January 19th, 21st, and 22nd

Week Four: January 26th, 27th, and 28th

Upon selection of the dates by the City Council, staff will coordinate with the Colleyville Center Advisory Committee and the Parks and Recreation Advisory Board.

Comprehensive Plan Background and History. Since Colleyville was incorporated in 1956, the City has completed five Master/Comprehensive Plans: 1968, 1987, 1994, 1998 and 2004.

Generally speaking, a comprehensive plan provides a vision for the community's future. It guides future community growth and development while also providing a visionary framework for redevelopment. It also supports the economic vitality and quality of life of the community and should be the basis for decision-making and priority-setting for future community infrastructure and public facility investments.

In 1997, the legislature adopted Texas Local Government Code, Chapter 213, which specifically authorized cities to adopt a comprehensive plan for the long-range development of the city. The content and design of the plan, and its relationship to the city's development regulations is within the city's discretion to determine, either by charter or ordinance. A comprehensive plan may be adopted or amended as follows:

- public hearing with opportunity for public testimony and submission of written evidence;
- review by the Zoning Commission and city staff;
- additional requirements may be established by the city, and must be followed;
- existence of other plans, policies or strategies does not preclude adoption or amendment of a comprehensive plan;
- the map relating to a comprehensive plan shall contain the following statement: "A COMPREHENSIVE PLAN SHALL NOT CONSTITUTE ZONING REGULATIONS OR ESTABLISH ZONING DISTRICT BOUNDARIES."

In Colleyville, Sections 11.03 and 11.04 of the City Charter state the following with regard to the Master Plan:

"Section 11.03 The Master Plan:

The Master Plan for the physical development of the City of Colleyville shall contain the Commission's recommendations for growth, development and beautification of the City. A copy of the Master Plan, or any part thereof, shall be forwarded to the City Council, which may adopt this plan in whole or in parts, and may adopt any amendment thereto after at least one (1) public hearing on the proposed action. The

Commission shall act on such plan, or part thereof, and again forward it to the City Council for consideration. All amendments to the Master Plan recommended by the Commission shall be submitted in the same manner as outlined above to the City Council for approval, and all other recommendations affecting the Master Plan shall be accompanied by a recommendation from the Planning and Zoning Commission.

Section 11.04 Legal Effect of the Master Plan:

Upon adoption of the Master Plan by the City Council, no subdivision, street, park, or any public way, ground or space, public building or structure, or public utility, whether publicly or privately owned, which is in conflict with the Master Plan shall be constructed or authorized by the City until and unless the location and extent thereof shall have been submitted to the Commission and approved by the City Council. In case of Commission disapproval, they shall communicate their reasons to the City Council, which shall have the power to overrule such disapproval. The widening, narrowing, relocating, vacating, or change in the use of any street, alley, or public way, or ground, or sale of any public building or real property, shall be subject to similar submission and approval of the Planning and Zoning Commission and failure to approve may be similarly overruled by the City Council. (Amended May 7, 2005)"

Attachments

1. Comprehensive Plan Presentation
2. Comprehensive Plan Approved Scope of Work
3. Comprehensive Plan Completion Timeline



City of Colleyville Comprehensive Plan Update and Discussion

Pre Council Meeting
November 18, 2014

Colleyville Comprehensive Plan

Presentation Overview

- Project items completed
- Scope of work remaining
- Plan completion timeline

Colleyville Comprehensive Plan

Comprehensive Plan Project Items Completed

- March 2013:** Staff directed to hire consultant at joint worksession of City Council and Planning and Zoning Commission
- July 2013:** HALFF Associates, Inc. selected as consultant to perform the Comprehensive Plan update
- October 2013:** City Council approves HALFF Associates, Inc. contract and scope of work for Comprehensive Plan update
- January 2014:** Comprehensive Plan Advisory Committee (CPAC) Appointed
- February 2014:** Comprehensive Plan update officially begins with kick-off meeting of CPAC

Colleyville Comprehensive Plan

Comprehensive Plan Project Items Completed

January 2014:	Citizen Survey mailed to residents
February 2014:	Project web site goes live
March 2014:	Citizen Survey results released
April 2014:	First public meetings held including: • Two town hall meetings • Two design charrettes for remaining large vacant commercial properties • Meetings with HOA representatives • Colleyville Boulevard stakeholders meeting
May 2014:	2nd CPAC meeting to review input from April public meetings
June 2014:	Surveys distributed at Red, White & Sousa event

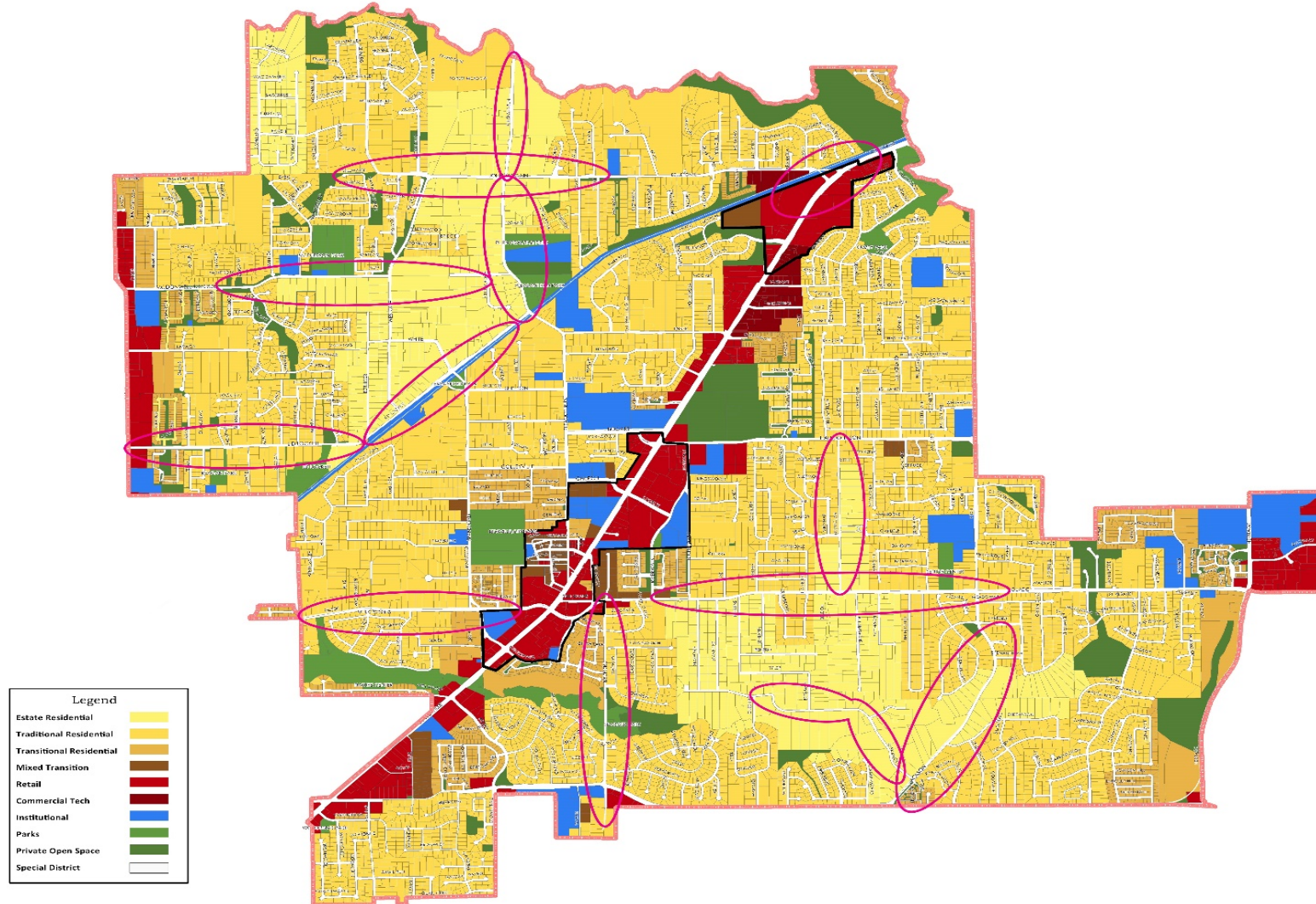
Colleyville Comprehensive Plan

Comprehensive Plan Project Items Completed

- August 2014:** Surveys distributed at Library Summer Reading Finale
- September 2014:** 3rd CPAC meeting to discuss future land use and the master thoroughfare plan
- September 2014:** Joint City Council/Colleyville Center Advisory Committee worksession to discuss site master plan for the Colleyville Center
- October 2014:** Draft future land use map and master thoroughfare plan completed by HALFF Associates, Inc.

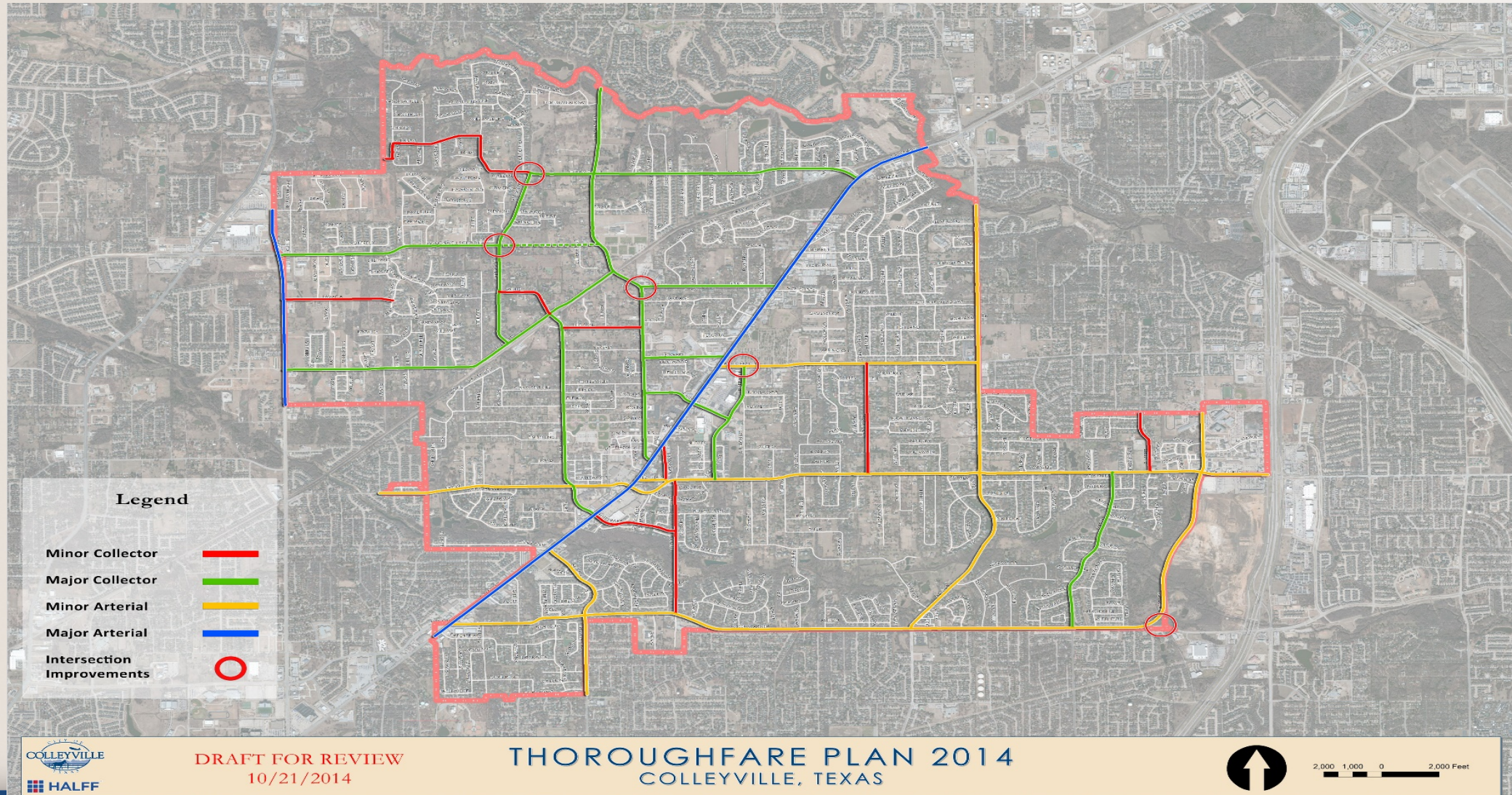
Colleyville Comprehensive Plan

DRAFT Future Land Use Map



Colleyville Comprehensive Plan

DRAFT Master Thoroughfare Plan



Colleyville Comprehensive Plan

Scope of Work Items Remaining

- **Neighborhood Focus Groups: Scheduled for the week of November 17, 2014**
- **GCISD student surveys and PTA meetings scheduled for the week of November 17, 2014**
- **Preliminary concept for Colleyville Center based on comments received at September 2014 worksession**
- **Final SH26 corridor land development recommendations and economic snapshot**
- **Neighborhood area strategy based on neighborhood focus group meetings**

Colleyville Comprehensive Plan

Scope of Work Items Remaining

- **Follow-up joint worksession with the Colleyville Center Advisory Committee on the preliminary concept plan for the site**
- **Review of Parks, Recreation and Open Space Master Plan recommendations with joint worksession of City Council and Parks and Recreation Advisory Board**
- **Final infrastructure, transportation, and pedestrian mobility recommendations**
- **Final document preparation**
- **Final public review, CPAC review, consideration and adoption by the Planning & Zoning Commission and City Council**

Colleyville Comprehensive Plan

Plan Completion Timeline

Remaining Scope Items	Nov-14			Dec-14			Jan-15			Feb-15			Mar-15			Apr-15		
<i>Neighborhood Focus Group Meetings</i>																		
<i>GCISD Student Surveys</i>																		
<i>Completion of Preliminary Concept Plan for Colleyville Center</i>																		
<i>Final SH26 corridor land development recommendations and economic snapshot</i>																		
<i>Completion of Neighborhood Area Strategy</i>																		
<i>CPAC Meeting #4 to review final scope items and set and prioritize plan goals and objectives</i>																		
<i>Joint City Council / Parks and Recreation Advisory Board work session to discuss update to 2011 Parks, Recreation and Open Space Master Plan</i>																		
<i>Joint City Council / Colleyville Center Advisory Committee work session to review preliminary concept plan for the site</i>																		
<i>Draft Document completed by HALFF</i>																		
<i>Public Review of Final Document/Final CPAC Meeting</i>																		
<i>Planning and Zoning Commission votes to adopt plan</i>																		
<i>City Council votes to adopt plan</i>																		

QUESTIONS AND DISCUSSION



Comprehensive Plan Approved Scope of Work

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Exhibit A

City of Colleyville Preparation of a Comprehensive Plan

Scope of Services to be provided

The scope of work for this planning effort includes the preparation of a Comprehensive Plan for the City of Colleyville. This effort includes public participation; a review of the existing comprehensive plan; an update of existing conditions and projections; a review of current regulations and the development process; preparation of a common vision and goals; preparation of key plan elements including park facilities, environment and natural resources, housing, future land uses, downtown revitalization, transportation, corridor recommendations for Colleyville Boulevard, coordination with ongoing utility infrastructure planning, retail opportunities and economic development; development of future land use recommendations; and identification of specific implementation strategies, including recommendations for changes to development regulations.

PROJECT ASSUMPTIONS

The scope of services for this proposal has been prepared using the following assumptions as a basis for its preparation:

1. The City of Colleyville will be referred to as **City** or **City Staff** in this document, and Halff Associates (and any associated sub-consultants) will be referred to as the Planning Team.
2. The project planning area will encompass the existing Colleyville city limits. Influences from neighboring communities or unincorporated areas will be considered during the planning process.
3. The City will appoint an Advisory Committee to help guide the Planning Team throughout the comprehensive planning process. Composition of the Advisory Committee will be determined by the City Council and City staff. This advisory committee will be referred to as the Comprehensive Plan Advisory Committee (CPAC), unless otherwise designated by the City of Colleyville.
4. The Director of Colleyville's Community Development Department will serve as the main City contact person to work with The Planning Team and to act as an intermediary with the Planning Team, the Advisory Committee, and other city, county and state government staff persons as required. The Planning Team will take direction from the City-appointed contact person.
5. The City of Colleyville will coordinate contact, meetings and the transfer of necessary information from other organizations and entities such as TxDOT, Tarrant County, the North Central Texas Council of Governments (NCTCOG) and other entities as necessary.
6. The City of Colleyville will coordinate arrangements for locations, setup, refreshments, notifications and advertising for all stakeholder, focus group, public meetings/open house events and public hearings. The Planning Team will assist with flyers, e-mail blasts, camera- ready advertisements, and other electronic media used in advertising.
7. Where feasible, meetings shown in this scope of work will be scheduled concurrently (on same or adjacent days) to help increase project efficiency.



Comprehensive Plan Approved Scope of Work

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8. The City will provide the Planning Team with the most recently updated digital base map and aerial imagery of the planning area with city limit lines, school district lines, roadway centerlines, property lines, buildings, Tarrant Appraisal District (TAD) data, water and sewer facilities, public facilities (including police, fire, hospital, library and other major public facilities), park and open space facilities, and rivers, lakes, and other major drainage ways for use during the master plan preparation process. These files will be in the form of CADD or GIS file types. The City will also provide information from previous and ongoing studies and projects (as available) that may have an effect on the outcome of the long-range City Comprehensive Plan. This information will be provided in digital format when possible and available.
9. Tasks prepared as part of this planning effort may occur concurrently where appropriate, or in some cases may occur differently from the sequence shown in this Scope of Services document.
10. This scope identifies a specific number of meetings for public involvement and board and City Council review. The meeting total excludes periodic review meetings with City staff, which will be provided at key intervals during the planning process. Some review meetings with staff may be via conference call or on-line meetings. Any significant additions to the number of meetings shown will be considered a change in scope and may increase the project cost.
11. Because of the highly graphic nature of the final planning document, the Comprehensive Plan document will be produced in Adobe In-Design and saved in a PDF format. Twenty five (25) final copies of the plan will be printed for use by the City of Colleyville. A budget has been identified for printing, but may vary depending on the number of pages and format of the final document. Original document digital files will be provided to the City of Colleyville in In-Design and/or PDF formats for the production of additional printed copies or for placement on the City's website.
12. This effort is anticipated to take approximately 12 months, but the overall timeframe may vary based on the public input and approval process.

SCOPE OF SERVICES

The Scope of Services for the preparation of the Comprehensive Plan Update is shown below.

PROJECT MANAGEMENT (Continuous throughout the Planning Process) ***(phase cost for elements below - \$3,300)***

Project Management

- a. Prepare monthly brief summary of efforts to date and necessary invoices and billing.
- b. Establish and maintain monthly calendar and schedule, and adjust as necessary during the duration of the planning effort.
- c. Oversee and maintain schedules, level of effort status and deliverables of sub-consultant firms participating in the development of the Comprehensive Plan.

PHASE I PRE-PLANNING ***(phase cost for elements below – \$12,580)***

Task 1.1 Assemble and Review Background Studies and Data and Prepare GIS Database for Planning Effort

- a. Assemble and review background data (in digital format where feasible) provided by the City. Information will include, but is not limited to:



Comprehensive Plan Approved Scope of Work

HALFF

- Most recent digital aerial photography.
 - Most recent demographic information and population projections (currently in use by the City).
 - Current planning efforts, any previous long range plans.
 - Current Land Use Plan.
 - Current Zoning Map.
 - Current Master Thoroughfare Plan.
 - City regulations and ordinances.
 - Subdivision regulations.
 - Capital Improvements Plan.
 - Current and prior citywide budgets for last three years.
 - Plans and studies related to improvements for SH 26 (Colleyville Boulevard), including recent TxDOT schematics and construction plans.
 - Detailed files on current and historical property values as available, or as provided by the Tarrant County Appraisal District.
 - Ongoing studies, such as median improvements design.
 - Any other relevant planning or policy documents.
- b. Compile digital information identified during data gathering exercises into GIS and graphic maps for use during the planning process.

Product by Planning Team – Review studies and planning documents provided, organize GIS files, prepare working base maps for process.

Task Components by City of Colleyville Staff – Provide digital copies of previous comprehensive plan and all other plans and relevant studies. Provide GIS files in digital format.

Task 1.2 Project Initiation (Kick-off) Meeting

- a. Key Planning Team staff will participate in a work session with City staff to accomplish several pre-planning objectives, including:
- Review the project scope and key tasks.
 - Review projected timeframe and schedule, and determine key milestones.
 - Identify other data that may be necessary for the effort and which has not yet been provided.
 - Discuss public participation strategies and implementation.
 - Review key issues that will shape the planning process, as well planning effort objectives and expectations.
 - Establish a branding identity for the planning effort that will be used throughout the process to focus attention on the effort.
 - Conduct a driving tour of the City with City staff to review key critical areas (after work session meeting).
 - Identify key department staff for follow-up Technical Advisory Group meetings at key intervals during the Comprehensive plan development process.

Product by Planning Team – Attend initial kickoff meeting; develop a draft work schedule and key milestones during the planning process.

Task Components by City of Colleyville Staff – Attend initiation meeting; review work program tasks and schedule.



Comprehensive Plan Approved Scope of Work

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Conduct Kick-Off Workshop with Comprehensive Plan Advisory Committee (CPAC)

- a. Present planning effort approach and a tentative schedule of meetings with the CPAC.
- b. Identify and discuss key issues and priorities that will shape the Comprehensive Planning process.
- c. In conjunction with staff and the CPAC, discuss and create a draft set of vision statements and goals for the planning process to guide plan development and to be modified as appropriate as the planning initiative progresses.
- d. Identify key stakeholders/groups and entities that should be considered for inclusion during the planning process.

Product by Planning Team – Agenda, presentation materials and mapping for kick-off workshop; facilitate discussion during the kick-off workshop; prepare summary meeting minutes.

Task Components by City of Colleyville Staff – Reserve location for workshop; notify attendees; attend meeting, provide other meeting logistics.

Task 1.3 Create project website and engagement forum

- a. Using Wordpress or a similar simple web-building tool, create a one stop website for information regarding the planning process. Within the parameters of Wordpress, the website will be designed to approximate look of the City of Colleyville's website. The site will include the following components:
 - General information regarding the plan
 - Calendar of planning process events
 - Archive to access presentations and announcements
 - Link to project opinion surveys (by City staff from City's home and planning pages)
 - Feature for resident comments

Product by Planning Team – Draft language and content for website in Wordpress, addition of content throughout the planning process, monitoring of citizen comments.

Task Components by City of Colleyville Staff – Review of draft website content, photography for website, special content as needed (i.e. could include a message from the Mayor).

PHASE II COMMUNITY PROFILE (EXISTING CONDITIONS REVIEW)	(phase cost for elements below - \$28,750)
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Task 2.1 Population and Demographic Review

- a. Review most recent current population estimates, demographic data, and socio-economic data from currently available sources, including City projections, appraisal district data, local MPO area projections, Census, and ESRI data. Review available population projections from state and local population projections. Utilize this information to prepare a current demographic "snapshot" of the City.



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- b. Incorporate community profile and marketing information on Colleyville and surrounding areas from available sources including ESRI (as previously assembled by Catalyst Commercial and updated if necessary).

Product by Planning Team – Summarize analysis in report format, including text, tables, charts, images, and maps. Review information on Colleyville and surrounding areas from various entities; incorporate Community Profile information into Comprehensive Plan database.

Task Components by City of Colleyville Staff – Provide most recent population and demographic data.

Task 2.2 Conduct Baseline Analysis (Existing Conditions) and any necessary field reconnaissance (to serve as a basis for more detailed analysis to follow).

- a. Conduct an internal workshop meeting with City staff to discuss the following items, and conduct field review as necessary.
- b. Ordinances, Subdivision, and Annexation Review
 - Review the City's ordinances and standards, its history of revisions and any related performance requirements.
- c. Existing Land Use
 - Review the City's existing land use map, and update as necessary based on recent development.
 - Analyze and quantify remaining vacant lands and determine potential build-out if current zoning is applied.
 - Prepare projected population range at build-out using existing zoning and absorption of remaining vacant properties. Using current growth trends, project general population in five year increments.
- d. Neighborhoods and Housing Characteristics
 - Conduct a neighborhood-by-neighborhood windshield survey of the existing residential neighborhoods in Colleyville to collect data on unique neighborhood and housing characteristics, opportunities and constraints.
 - Evaluate previously established "neighborhood" boundaries, and consider if adjustments or special character zones (such as Colleyville Boulevard) should be added. Map any recommended boundary adjustments.
 - Summarize housing characteristics and trends (changes in value, average size, subarea demographics)
- e. Transportation
 - Review current Thoroughfare Plan, current cross sections and other area plans (such as the ongoing median design study).
 - Evaluate current roadway classifications and suggest preliminary changes if appropriate.
 - Review and map current non-motorized connectivity in the City (existing sidewalks, bicycle facilities and trails). Review current sidewalk policy and requirements.
- f. State Highway 26 (Colleyville Blvd)
 - Review current TxDOT plans for improvements and evaluate in terms of longer range strategy to create a more context sensitive solution for Colleyville.
 - Recommend short term actions if necessary prior to completion of more detailed recommendations for SH 26.
 - Identify potential boundaries for a Colleyville Boulevard planning "district" for consideration during subsequent phases.



Comprehensive Plan Approved Scope of Work

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- g. Parks and Recreation
 - Review current parks master plan and note any significant inventory changes or additions since the plan was adopted.
 - Prepare map of city-owned parks, as well as other nearby parks and recreation facilities that may influence City decisions.
 - Review current level-of-service calculations and confirm system deficiencies or surpluses.
- h. Water, Wastewater, and Stormwater Drainage Systems
 - Review current water and wastewater system long-range plans and current CIP proposed improvements.
 - Review current drainage efforts and previously identified deficiencies.
- i. Public Safety (police, fire, emergency medical services)
 - Identify and map existing public safety facilities and services.
 - Incorporate current level-of-service standards used by the City and identify system deficiencies or surpluses.
- j. Civic Facilities (i.e. city hall, other city offices, maintenance facilities, etc.)
 - Identify existing civic facilities and graphically depict on a map.
 - Review condition and document potential preliminary facility and space needs (as identified by City staff).
- k. Economic Development
 - Review information on any current or previous economic development programs, goals, actions, etc.
 - Review general economic performance indicators and trends in recent years (growth, retail sales, tax collections, employment, etc.). If appropriate, compare with other area communities. Provide charts and graphs that illustrate trends.

Product by Planning Team – Graphically depict each baseline analysis item in maps or graphs. Summarize baseline conditions and analysis and present summary and findings to City for review.

Task Components by City of Colleyville Staff – Review and comment on findings of baseline analysis; review baseline analysis maps.

Task 2.3 Issues and Opportunities Summary

- a. Prepare a summary of key findings of the Community profile and discussions with City staff. Include a summary of key issues facing the community, as well as opportunities and constraints that exist in Colleyville today.
- b. Format to be used as a basis for discussions with project stakeholders and Colleyville residents at large.

Product by Planning Team – White paper summary, submitted in draft form for review and comment by Colleyville staff.

Task Components by City of Colleyville Staff – Review white paper and comment as necessary.



Comprehensive Plan Approved Scope of Work

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PHASE III PUBLIC PARTICIPATION

(phase cost for elements below - \$36,840)

Public participation is an essential component of the planning process. Not only does it make the process more transparent, but it engages the community to create a plan that reflects their goals and vision and generates support in the end product.

Task 3.1 CPAC Working Sessions

- a. The purpose of the Comprehensive Plan Advisory Committee Working Sessions is to review key components of the plan in detail, to explore possible scenarios, to debrief public participation efforts and to receive direction from citizens and stakeholders.
- b. Assist City of Colleyville in determining the composition of the Advisory Committee.
- c. Prepare materials and conduct meetings with the CPAC. CPAC Working Sessions will include an agenda, maps and or handouts for review, and drafts of key tasks for review and comment.
 - A total of four (4) meetings with the CPAC are included in this scope of work, and are intended to occur at key points in the process. (kickoff, after public input, preliminary recommendations, final recommendations). The initial meeting will take place as part of the Comprehensive Plan kickoff meetings.
- d. Two of the four CPAC Work Sessions will be scheduled to review the draft Comprehensive Plan document.

Product by Planning Team – Agenda of work sessions; required materials; summary of comments received.

Task Components by City of Colleyville Staff – Schedule meetings; distribute materials to CPAC; notify attendees; provide meeting refreshments as appropriate; attend meetings.

Task 3.2 Interviews/Round Table Meetings with Key Stakeholders and Elected Officials/Boards

- a. Work with the CPAC and City staff to identify key stakeholders to interview.
- b. Prepare a list of issues/topics/questions for interviews and stakeholder meetings.
- c. Conduct interviews with key stakeholder groups or individuals. A total of up to ten stakeholder interviews are included (Meetings 5 to 14). Stakeholder meetings will be scheduled over a consecutive two to three day period to ensure continuity in the discussion. Some stakeholder meetings may be related to key plan elements listed in Phase IV. Prepare written summary of each interview and stakeholder meeting.
- d. Conduct a joint workshop with the Planning and Zoning Commission, Parks and Recreation Advisory Board, and City Council members. Discuss goals of the plan, process, public involvement, and specific issues and concerns of each board.
- e. Neighborhood focus groups – meet with one focus group assembled by City staff for each of the six current neighborhood groups to identify and discuss key issues related to each area. These meetings will be scheduled concurrently over a two week period.

Product by Planning Team – List of interview questions and issues to be discussed; maps and illustrations for each meeting; summary of interviews and meetings.



Comprehensive Plan Approved Scope of Work

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Task Components by City of Colleyville Staff – List of key stakeholders or entities for interviews and meetings; schedule interviews and meetings and set up location; notify attendees; Staff to attend interviews.

Task 3.3 **Citywide Opinion Surveys and Student Workshops**

- a. Assist in preparing questions for a citywide citizen opinion survey to be conducted by a separate supplier and different contract.
 - Assist in developing key questions.
 - One or more prizes donated by local business or civic organizations will be collected by City staff to serve as incentives for completing the survey.
 - Review the summary of results and incorporate into public input summaries.
- b. Intercept survey
 - Prepare a brief intercept survey with appropriate maps and displays, and solicit input from Colleyville residents through brief questionnaires over a one-day period at three key events as identified by City staff. The City will provide tents, tables, and arrangements with the event organizer.
- c. Photography and Comment submissions
 - Through the project website, invite Colleyville residents to submit photographs and comments that express what they like about Colleyville, what they would like to see changed, and what they have seen elsewhere that they would like to consider in Colleyville.
- d. Colleyville student and youth survey
 - Youth opinions are valued as part of the planning process. Prepare a brief two page on-line survey for 7 and 10th grade students. Request District management and school principal approval, and request that students take survey as an assignment. (City of Colleyville staff will coordinate and get approval from CGISD Superintendent to conduct the survey as shown above).
 - Conduct two workshops with a focus group of area students (one with junior high students and one with high school students). These meetings are intended as focus group meetings, and each should be limited to 20 to 30 students and may be conducted as a component of a Civics or Government class. These workshops will be scheduled and coordinated by City of Colleyville staff.
 - The Planning Team will tabulate and summarize student responses and incorporate into the Public Involvement summary.

Product by Planning Team – Assist in developing list of survey questions; review survey results; prepare student survey. Present survey and public involvement summaries results in a report.

Task Components by City of Colleyville Staff – Assist in promoting on-line survey, coordinate CGISD district participation and any necessary approvals, coordinate class workshops.



Comprehensive Plan Approved Scope of Work

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Task 3.4 Public Input Meetings/Workshops

- a. A public input meeting is typically 3 hours long (including a pre-meeting open house) and is designed to gather ideas and input from the public. Participants will break out into small groups organized around plan elements (housing and neighborhoods, transportation and mobility, economic growth, and quality of life) to discuss issues and work to develop a desired future.
- b. Two citywide public input meetings will be held over the duration of the planning process to gather public input. These will include:
 - a) Initial Citywide Open House/Public Meeting- goals/vision/identify issues and possible solutions meeting, and
 - b) Recommendations Citywide Open House/Public Meeting - draft recommendations and strategies review meeting.
- c. Meetings will be held at a central citywide location with adequate capacity. Meeting dates will be scheduled at an appropriate time during the project schedule. The City of Colleyville will be responsible for reserving the meeting location, promoting the meeting, and providing any door prizes (such as gift certificates to local merchants and restaurants) and refreshments that are provided.
- d. The Planning Team will assist in promoting the meetings in the following ways:
 - Prepare e-mail blast to be distributed by City staff to known email addresses for residents of Colleyville.
 - Prepare flyers to be distributed to residents at key locations such as City Hall.
 - Participate in interviews with local media (radio, TV, and press) to help promote the meeting.
- e. Prepare a summary of each meeting.

Product by Planning Team – Prepare agenda and presentation and displays for meetings; facilitate meetings; facilitate small groups at public input meetings; prepare summary of all public input findings for inclusion in comprehensive plan document.

Task Components by City of Colleyville Staff – Publicize public input meetings; reserve meeting space; assist in meeting planning and facilitation; review meeting summaries provided by Planning Team and comment as appropriate.

Task 3.5 Public Input Summary and Key Findings

- a. Develop and maintain an ongoing summary of citizen input throughout the planning process, and incorporate new citizen input as it takes place. The summary will be in the form of tables, charts, and short verbal statements that highlight key findings and direction provided by the various public involvement components.
- b. Review periodically with City of Colleyville staff. Present to the CPAC during one of the meetings scheduled with the Committee.
- c. Incorporate the final public involvement summary into the Comprehensive Plan document.

Product by Planning Team – Summary of citizen involvement components.

Task Components by City of Colleyville Staff – Review and comment as appropriate.



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PHASE IV PLAN ELEMENT ANALYSIS & RECOMMENDATIONS

(phase cost for elements below - \$116,830)

Key focus or catalytic areas will be analyzed based on the preliminary assessments and issues and opportunities previously identified. These will be included as sections or chapters within the Comprehensive Plan document.

Task 4.1 Future Land Use and Transitional Residential Uses

- a. Identify potential land use policies and development type strategies for transitional areas in or near residential zones. Identify potential areas where transitional standards may be appropriate.
- b. Based on staff and citizen input, develop appropriate land use categories and criteria to address the recommended land use and residential types. Review with staff and adjust as necessary.
- c. Incorporating the recommendations of other plan element recommendations, prepare a draft land-use plan in GIS format that identifies growth and land-use patterns to meet projected population growth needs.
- d. Incorporate transportation strategies identified in the Transportation and Mobility section.

Task 4.2 Economic Growth Strategies

- a. Consolidate economic development strategies that will help advance the vision and goals of Colleyville, and integrate into the Comprehensive Plan.
- b. Analyze the fiscal impacts of the catalytic/focus area recommendations based on potential development and required public infrastructure.

Task 4.3 Colleyville Boulevard Recommendations

- a. Conduct a discussion meeting with property owners, business representatives, City staff, area residents and TxDOT to discuss goals and potential strategies for Colleyville Boulevard. Identify key needs of each entity.
- b. Develop draft recommendations for connectivity, alternative transportation modes, roadway character, and the relationship of adjacent development to the roadway (short and long term). These illustrations may be in section, plan view or illustrative perspective format.
- c. Create an economic “snapshot” of the Colleyville Boulevard. Examine the corridor’s current share of retail, residential, and office space in Colleyville.
- d. Incorporate into a specific Comprehensive Plan section that discusses Colleyville Boulevard findings and recommendations.

Task 4.4 Neighborhood Area Strategy

- a. From input and ideas generated previously in the focus groups held in each neighborhood planning area, prepare recommendations for each area that address resident concerns and desires. These will include street characteristics, mobility (both motorized and non-motorized), connectivity, preservation or enhancement of unique area features, gateways and identity, infill/teardown development, and recommendations to address other development related areas of concern.



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- b. Incorporate into a specific Comprehensive Plan section that addresses neighborhood related recommendations, strategies and actions.

Task 4.5 Special Undeveloped Area Strategies

- a. Develop prototype or example development/enhancement scenarios for three key areas in the City, representing:
 - 1. Key north gateway area along Colleyville Boulevard
 - 2. Undeveloped area with transitional residential uses
 - 3. Larger (5 acres or larger) undeveloped non-residential properties
- b. Conduct one (1) two to three day long charette to explore goals and expectations for the areas to explore development scenarios. The charette will focus on all three key areas. The charette will include property owners, City staff, area business/merchant representatives, developers, real estate industry representatives and nearby residents (as appropriate) in providing initial input and review of ideas being explored.
- c. For the Northern Gateway area, develop a prototype plan that identifies potential uses, configuration, volume and densities of structures, buffer areas if required, special features dictated by drainage if needed, and vehicular and walking/bicycling access. The intent of the concept plan for the northern gateway area plan will be to use it as a marketing tool for the property. Include a summary economic snapshot that recommends best potential uses for the site.
- d. For area 3) the focus will be on compatibility with adjacent areas, suggesting potential uses and guiding future development of those areas.
- e. Test potential impact of strategic recommendations on these areas, such as alternative densities, setback, use configurations and form based strategies.
- f. Develop conceptual development guidance plan illustration for each area.
- g. Summarize recommendations and key findings and incorporate into the Comprehensive Plan as an appendix

Task 4.6 Colleyville Center Concept Plan

- a. Conduct a workshop with the Colleyville Center Advisory Committee and the Events Steering Committee as well as City staff to prepare list of issues and potential modifications and improvements to the Colleyville Center area.
- b. Develop a preliminary concept plan for the area, illustrating potential changes and additions.
- c. Review in a workshop with City staff and key Committees/stakeholders, and modify concept plan once to reflect comments received. Develop preliminary cost estimates and potential phasing for proposed improvements (at a concept level of detail).
- d. As part of other Comprehensive Plan presentations, present Colleyville Center recommendations, and summarize for inclusion as appendix of Comprehensive Plan document.

Task 4.7 Infrastructure Issues and Strategies

- a. Review existing water and sewer master plans, proposed capital improvement efforts, and other ongoing but separate infrastructure plan studies or designs.
- b. Based on the review and citizen/stakeholder/city comments received, recommend actions related to sewer and water systems.



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- c. Review storm water master plan and proposed capital improvement efforts, and recommend actions related to addressing stormwater needs.

Note: the infrastructure items prepared in this task will provide strategic direction and broad scale recommendations, but will not constitute specific stand-alone infrastructure master plans.

Task 4.8 Park and Recreation Master Plan Recommendations

- a. Incorporate citizen input related to parks, trails, and recreation issues during the planning process.
- b. Adjust current Park Master Plan recommendations and strategic actions as appropriate per comments received.
- c. Review tree planting and preservation requirements. Review landscape requirements for non-residential properties and summarize areas to be adjusted as appropriate.
- d. Using the current Parks Master Plan language and recommendations, develop summary chapter related to parks, trails, and recreation for inclusion in the Comprehensive Plan document.
- e. Review with City staff and the Parks Advisory Board, and modify as appropriate per comments received.

Task 4.9 Transportation Strategies

- a. Working with the City of Colleyville, obtain the latest traffic projection model (Year 2035) from the North Central Texas Council of Governments (NCTCOG) for the Colleyville area.
- b. Review the traffic demand model from NCTCOG and adjust model as necessary to account for changes in land use, zoning, development and/or roadways within Colleyville that are not reflected in NCTCOG model.
- c. Develop traffic volume projections for the year 2035 for the thoroughfare plan roadways based on the updated model.
- d. Review model data to identify roadways/critical intersections with deficiencies and develop possible strategies and recommended actions to resolve identified problems. Solutions may include recommendations for additional roadways, changes to roadway classifications, alternative roadway cross-sections, intersection capacity improvements, policies, restrictions, and/or enforcement. Where appropriate, include bicycle lanes.
- e. Prepare recommendations for review and comment by City staff.
- f. Based on input from City of Colleyville, prepare update to the Master Thoroughfare Plan (MTP) for inclusion in the Comprehensive Plan document. Updated MTP will include cross-sections for each roadway classification.
- g. In map format, incorporate recommendations on the location and type of way finding sign elements to be placed throughout the City,
- h. Include recommendations for street lighting types and placement.

Task 4.10 Review all Plan Element Recommendations with City staff

- a. Review all draft focus area recommendations with City staff from all related departments, and adjust per comments received.
- b. Address comments received and incorporate into overall plan.



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PHASE V PREPARATION OF DRAFT PLAN DOCUMENT

(phase cost for elements below - \$25,900)

Task 5.1 Prepare draft Comprehensive Plan components, including key plan element sections developed in Phase IV

- a. Prepare draft plan document, to include the following sections. These may be adjusted, combined or added to as the planning process moves forward. The plan is envisioned to include:
 1. Vision and Goals - prepare draft vision and goals statements that capture the direction for the city as provided by residents during the public input process.
 2. Citizen Input and Direction Provided by Colleyville Residents - summarize findings of the public involvement process, and direction provided by the residents of the City.
 3. Future Land Use recommendations
 4. SH 26 Corridor recommendations
 5. Recommendations for key undeveloped areas and the Colleyville Center
 6. Thoroughfare and mobility recommendations (including sidewalks and bicycle facilities)
 7. Infrastructure recommendations
 8. Parks, Trails, and Recreation recommendations
 9. Economic growth/sustainability recommendations
 10. Implementation Strategies. Include a review of the City's zoning regulations and recommend areas where adjustments should be made to conform with direction provided by the Comprehensive plan goals and vision.

Task 5.2 Preliminary Draft Plan Review

- a. Submit digital draft files for review by Staff, and modify per comments received.
- b. Submit draft copies to staff to distribute to CPAC members. Review draft with the CPAC at the 3rd of 4 meetings (discussed in Task 3.2) scheduled with the CPAC. Address comments received from CPAC.

Product by Planning Team – Preliminary draft of plan update; work with CPAC to review draft and make necessary modifications.

Task Components by City of Colleyville Staff – Schedule work session and reserve location; distribute materials; notify attendees; attend if desired.

Task 5.3 Final Draft Plan Review

- a. Incorporate comments from CPAC working session and draft a final comprehensive plan document. For graphic quality, the document will be prepared in In-Design. Place on Project website for Colleyville residents' review and comment.
- b. Final Public Review Meeting (discussed in Task 3.6) - Present to public for review and comment at a citywide meeting. Compile resident feedback from meeting and as submitted directly or via website, review comments and recommend adjustments to the plan per comments received.
- c. A final CPAC working session will be scheduled to review feedback from public presentation meeting, consider changes to the final draft, and to formally endorse the plan.

Product by Planning Team – Final draft of plan update; prepare presentation and attend public presentation meeting; summarize public feedback; attend final CPAC work session.



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Task Components by City of Colleyville Staff – Reserve location of final public presentation meeting; schedule work session and reserve location; distribute materials; notify attendees; attend if desired.

PHASE VI FINAL PLAN ADOPTION AND PRODUCTION

(phase cost for elements below - \$10,900)

Task 6.1 Planning and Zoning Commission Recommendation

- a. Along with City staff, present the final draft plan to the Planning and Zoning Commission in a workshop meeting for review and comment.
- b. Present the final plan to the Planning and Zoning Commission for recommendation to City Council for approval.

Product by Planning Team – Prepare final draft of plan update; attend Planning and Zoning Commission meeting to answer questions.

Task Components by City of Colleyville Staff – Assist in presenting final draft of plan update to Planning and Zoning Commission.

Task 6.2 City Council Final Review and Adoption

- a. Present the draft plan to the City Council in a workshop session. Review all areas of the plan, and address concerns expressed by the City Council. Advertise as formal public hearing if required.
- b. Present the final draft plan to the City Council for adoption. Advertise as formal public hearing if required.

Product by Planning Team – Presentation of Plan at Workshop with City Council, attend final adoption meeting.

Task Components by City of Colleyville Staff – Schedule presentation to City Council.

Task 6.3 Report Production

- a. Following the presentation to City Council and adoption, The Planning Team will provide twenty-five (25) final printed copies of the Plan report in full color, and will provide a digital original (in both PDF and In-Design format on CD-ROM).
- b. GIS shape files developed as part of the process will be transmitted to the City of Colleyville.
- c. Jpegs and/or PDF files for graphics, illustrations and other unique components prepared during the planning process specifically for the City of Colleyville will be transmitted in digital format.

Product by Planning Team – Twenty-five (25) copies of final Plan; digital original of the Plan on CD-ROM, GIS shape files, electronic copies of illustrations, maps, etc.

End of Exhibit A – Scope of Services

Comprehensive Plan Completion Timeline

[illegible]



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-2

Agenda Date 11/18/2014

Type Pre Council

Department City Manager

Title

Presentation of the Quarterly Performance Management Report

Explanation

The purpose of this item is to report on performance of the programs and services identified in the City's strategy map (attached) and the general operations of the City through the use of performance measures. The performance measures presented are the scorecard by which key performance indicators are measured, and ultimately, how performance with respect to the four focus areas identified as the City Council's priorities is assessed.

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

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

Gray - Data not available at this time

Green - Performance met or exceeded the target

Yellow - Performance was near the target, but did not meet it

Red - Performance did not meet the target, or come close to meeting it

A dashboard report is also included and offers a more visual presentation of highlighted

performance measures and vital statistics. Each quarter, the dashboard report will highlight metrics related to one of the four focus areas from the City's strategy map, and will include charts and graphs depicting selected performance measures and vital statistics that are tied to that particular focus area.

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

Attachments

1. FY14 Q4 Performance Management Report
2. Dashboard FY14 Q4
3. Strategy Map

PUBLIC SAFETY

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 Year-End Actual
Performance Measures	Percentage of code violations located proactively	Code Enforcement	Neighborhoods	56%	62%	69%	≥ 50%	80%
	Number of cases successfully resolved	Criminal Investigations	Core Service	N/A	N/A	N/A	≥ 400	614
	Percentage of UCR Part 1 Crimes cleared	Criminal Investigations	Core Service	47%	28%	20%	≥ 30%	30%
	Percentage of crime victims contacted by investigators within 3 days	Criminal Investigations	Core Service	92%	95%	92%	≥ 95%	98%
	Number of UCR Part 1 Crimes	Police Administration	Neighborhoods	201	199	175	≤ 180	160
	Average Priority 1 response time (call dispatch to arrival)	Police Patrol	Core Service	4:30	4:12	4:11	≤ 5:00	4:03
	Percentage of officers surveyed satisfied with Communications/Jail	Communications/Jail	Core Service	N/A	N/A	N/A	≥ 74%	N/A
	Fire/Ambulance response in under six minutes (call dispatch to arrival)	EMS Operations	Core Service	84%	83%	85%	≥ 85%	82%
	Percentage of plans reviewed within 48 hours	Fire Prevention / Investigations	Core Service	99%	97%	100%	≥ 98%	100%
	Percentage of fire investigations cleared within 30 days	Fire Prevention / Investigations	Core Service	100%	100%	100%	≥ 95%	100%
	Percentage of inspections performed within 48 hours of request	Fire Prevention / Investigations	Core Service	98%	97%	100%	≥ 95%	100%

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Year-End Actual
Vital Statistics	Injury accidents per 1,000 population	Police Patrol	Core Service	1.5	2.2	0.75	0.7
	Number of self-initiated calls for service (proactive, community policing)	Police Patrol	Neighborhoods	18,396	40,324	54,231	50,897
	Total number of outstanding warrants in system since 1/1/03	Warrant Officer	Core Service	4,555	4,170	3,971	4,056
	Number of warrants served	Warrant Officer	Core Service	3,933	7,190	1,452	2,767
	Fire Related Responses	Fire Operations	Core Service	N/A	N/A	381	500
	Service Related Responses	Fire Operations	Core Service	N/A	N/A	357	127
	EMS Related Responses	EMS Operations	Core Service	N/A	N/A	829	950
	Ambulance billing revenue	EMS Operations	Sust. Gov't	\$307,000	\$322,000	\$323,672	\$399,312
	Percentage of billed services recovered	EMS Operations	Sust. Gov't	35%	30%	30%	32%
	Total number of volunteer hours from CFAAA and Rehab Team	Fire Administration	Core Service	N/A	N/A	900	418.5
	Community Fire Prevention Events	Fire Prevention / Operations	Core Service	N/A	N/A	N/A	116
	Average hours of training per employee	Fire Operations	Core Service	195	205	160.9	160.99

DEVELOPMENT

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 Year-End Actual
Performance Measures	Percentage of residential plan reviews completed in five days or less	Building Inspection	Eco. Dev.	New Measure	New Measure	21%	≥ 75%	41%
	Percentage of commercial plan reviews completed in ten days or less	Building Inspection	Eco. Dev.	New Measure	New Measure	44%	≥ 75%	55%
	Percentage of inspections performed within 24 hours	Building Inspection	Core Service	96%	93%	97%	≥ 95%	98%
	Percent of online department survey respondents satisfied with overall service	Planning and Zoning/Building Inspection	Core Service	New Measure	New Measure	89%	= 100%	98%
	Average percentage occupancy of retail and office spaces	Economic Development	Eco. Dev.	87%/87%	88%/89%	90%/89%	≥ 90%/89%	90%/90%
	Colleyvilleclosebuy.com and app visitors per month	Marketing	Eco. Dev.	478	500	303	≥ 550	442
	CloseBuy.com business exposures per quarter (includes internet search engine visits)	Marketing	Eco. Dev.	N/A	95,000	144,911	≥ 125,000	447,598
	CloseBuy.com business directory queries per quarter	Marketing	Eco. Dev.	N/A	1,000	1,409	≥ 1,250	5,787
	Percent of zoning case approvals consistent with Master Plan	Planning and Zoning	Neighborhoods	New Measure	New Measure	94%	= 100%	100%

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Year-End Actual
Vital Statistics	Number of commercial remodel/add-alter permits	Economic Development	Eco. Dev.	79	65	75	112
	Value of commercial remodel/add-alter permits	Economic Development	Eco. Dev.	\$13M	\$11.7M	\$9.44 M	\$16.59M
	Fees generated from commercial remodel/add-alter permits	Economic Development	Eco. Dev.	\$138,276	\$101,000	\$106,290	\$169,916
	Fees generated from new commercial building permits	Economic Development	Eco. Dev.	\$109,097	\$225,000	\$128,535	\$162,080
	Number of new commercial building permits	Economic Development	Eco. Dev.	7	8	6	7
	Value of new commercial building permits	Economic Development	Eco. Dev.	\$4.0M	\$12.9M	\$3.48M	\$7.71M
	General Fund Sales Tax Revenue	Economic Development	Eco. Dev.	\$2.64M	\$2.86M	\$3.07M	\$3.35M
	Number of Inspections Performed	Building Inspection	Eco. Dev.	6,829	8,780	6,832	4,621

LEISURE

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 Year-End Actual
Performance Measures	Percentage of competitive athletic fields meeting departmental maintenance standards	Athletic Field Maintenance	Core Service	NA	NA	NA	≥ 85%	80%
	Percentage of park inspections meeting standards	Park Maintenance	Core Service	85%	85%	87%	≥ 85%	80%
	Percentage of library materials requests filled within 30 days	Library Services	Core Service	77%	83%	86%	≥ 80%	96%
	Percentage of library patrons who come to the library looking for items and find them	Library Services	Core Service	75%	82%	79%	≥ 80%	80%
	Children's program attendance	Library Services	Core Service	12,003	17,145	21,955	≥ 17,836	18,363
	Adult and teen program attendance	Library Services	Core Service	426	809	910	≥ 842	795
	Children's summer reading program participation	Library Services	Core Service	1,010	1,054	1,182	≥ 1,096	1,188
	Adult and teen summer reading program participation	Library Services	Core Service	134	106	118	≥ 110	114
	Library patron visits	Library Services	Core Service	104,276	104,268	123,211	≥ 108,470	134,314
	Reference Completion Rate	Library Services	Core Service	36,036	39,799	35,048	≥ 40,000	34,073
	Circulation of the library materials collection	Library Services	Core Service	235,238	244,613	250,737	≥ 254,471	234,667
	Percentage of offered classes/programs held	Recreation	Sust. Gov't	48%	60%	65%	≥ 60%	71%
	Number of participants	Senior Center	Core Service	1,384	1,500	1,751	≥ 1,500	3,734
	Percentage of resident membership visits	Senior Center	Sust. Gov't	54%	55%	58%	≥ 60%	60%
	Percentage of cost recovery	Colleyville Center	Sust. Gov't	78%	70%	66%	≥ 70%	81%
	Percentage of customer satisfaction ratings of "excellent"	Colleyville Center	Core Service	98%	98%	96.3%	≥ 94%	96.4%
	Revenue generated from bookings	Colleyville Center	Sust. Gov't	\$245,749	\$240,000	\$246,797	≥ \$230,000	\$230,793
	Number of events held	Colleyville Center	Sust. Gov't	410	420	386	≥ 404	412

LEISURE

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Year-End Actual
Vital Statistics	Percentage of Colleyville households with at least one active library card holder	Library Services	Core Service	50%	55%	50%	50%
	Library materials collection size	Library Services	Core Service	62,997	65,740	69,736	74,525
	Number of staff hours dedicated to athletic field maintenance and game preparation	Athletic Field Maintenance	Core Service	N/A	4,725	4,884	3,697
	Number of youth sports participants	Athletic Field Maintenance	Core Service	4,774	4,750	4,063	4,315
	Percentage of participants that are non-residents for all youth sports	Athletic Field Maintenance	Sust. Gov't	51%	51%	49%	52%
	Value of donations	Park Maintenance	Sust. Gov't	\$2,429	\$2,000	\$86,118	\$1,460
	Number of classes/programs offered	Senior Center	Core Service	150	120	151	212
	Average membership visits per month	Senior Center	Core Service	560	500	534	544
	Number of Metroport Meals on Wheels participants	Senior Center	Core Service	New Measure	1,800	1,727	1,607
	Percentage of Meals on Wheels participants who are residents	Senior Center	Core Service	New Measure	50%	52%	49%
	Percentage of resident class participants	Recreation	Sust. Gov't	59%	60%	49%	42%
	Percentage of events generating economic impact for local business	Colleyville Center	Eco. Dev.	57%	55%	57%	59%
	Percent of total events held: Colleyville residents	Colleyville Center	Sust. Gov't	N/A	N/A	9%	10%
	Percent of total events held: Non-residents	Colleyville Center	Sust. Gov't	N/A	N/A	41%	36%
	Percent of total events held: Non-profits	Colleyville Center	Sust. Gov't	N/A	N/A	44%	47%
	Percent of total events held: City departments	Colleyville Center	Sust. Gov't	N/A	N/A	6%	7%

PUBLIC WORKS

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 Year-End Actual
Performance Measures	Percent of internal customers satisfied with facility environment	Building Services	Sust. Gov't	N/A	98%	89%	≥ 98%	84%
	Percentage of work orders responded to within one business day	Building Services	Sust. Gov't	98%	99%	78%	≥ 90%	51%
	Percent of scheduled lane miles of public streets swept	Stormwater Management	Core Service	New Measure	94%	98%	≥ 98%	99%
	Percent of storm drain inlets inspected	Drainage Maintenance	Core Service	New Measure	New Measure	New Measure	≥ 50%	20%
	Percentage of storm sewer lines inspected	Drainage Maintenance	Core Service	New Measure	New Measure	New Measure	≥ 20%	<1%
	Meter reading accuracy	Utility Support	Core Service	99%	98%	99%	≥ 98%	99%
	Percentage of total waste water lines cleaned annually	Waste Water Collection	Core Service	63%	88%	93%	≥ 95%	78%
	Percentage of water valves exercised	Water Distribution	Core Service	New Measure	New Measure	New Measure	≥ 25%	12%
	Percentage of monthly water samples testing negative for coliform bacteria	Water Distribution	Core Service	99.98%	100.00%	99.36%	= 100%	99%
	Percent of street and traffic signs replaced	Street Maintenance	Neighborhoods	New Measure	8%	12%	= 10%	15%
	Percentage of pavement markings renewed	Street Maintenance	Neighborhoods	New Measure	New Measure	New Measure	≥ 20%	20%
	Lane miles of unimproved streets	Engineering Services	Neighborhoods	71.32	71.32	71.32	≤ 68.47	65.61

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Year-End Actual
Vital Statistics	Percentage of fleet time available	Fleet Maintenance	Sust. Gov't	New Measure	98%	98%	98%
	Ratio of scheduled maintenance to unscheduled repairs	Building Services	Sust. Gov't	80%	77%	68%	41%
	Number of infrastructure repairs needed within two- year maintenance bond period	Engineering Services	Core Service	1	0	0	0
	Value of newly-constructed public infrastructure in place	Engineering Services	Neighborhoods	New Measure	New Measure	New Measure	\$5.82M
	Percentage of construction time with City staff present	Engineering Services	Neighborhoods	New Measure	New Measure	New Measure	18%
	Percentage of time preventative maintenance is completed on schedule	Fleet Maintenance	Sust. Gov't	New Measure	New Measure	New Measure	95%
	Water loss ratio	Water Distribution	Core Service	3.17%	4.50%	4.33%	4.34%

ADMINISTRATION

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 Year-End Actual
Performance Measures	City-initiated news leads	Communications	Core Service	32	40	31	≥ 25	23
	Responses to media inquires within 1 hour	Communications	Core Service	95%	95%	96%	≥ 95%	96%
	Number of public information campaigns	Communications	Core Service	9	8	6	≥ 8	4
	Coverage in print, broadcast, online/associated media value	Communications	Core Service	\$92,998	\$130,000	\$82,650	≥ \$90,000	\$94,976
	Number of complaints regarding trash or recycling services	Solid Waste and Recycling	Core Service	124	149	132	≤ 150	104
	Percentage of board, commission, and committee members that have completed Texas Open Meeting Act training	City Secretary	Sust. Gov't	< 50%	< 50%	< 50%	≥ 95%	89%

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Year-End Actual
Vital Statistics	Tax rate per hundred dollars of valuation	City Council	Sust. Gov't	\$0.3559	\$0.3559	\$0.3559	\$0.3559
	Average pounds recycling per home/per collection	Solid Waste and Recycling	Core Service	9.2	12.2	11.5	11.9
	Number of household hazardous waste collections (at Fort Worth ECC and Clean Sweep event)	Solid Waste and Recycling	Core Service	486	524	572	553
	Visits to Colleyville.com	Communications	Core Service	235,217	260,000	300,605	318,759
	E-newsletter subscribers	Communications	Core Service	1,064	1,300	1,679	2,621
	Number of public information requests	City Secretary	Core Service	147	196	217	260
	Number of citizen survey responses	City Manager's Office	Sust. Gov't	N/A	1,665	N/A	1,323

FINANCE

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

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Year-End Actual
Vital Statistics	Percent of ACH payments to total accounts payable	Finance	Sust. Gov't	New Measure	New Measure	New Measure	16%
	Number of citations filed per FTE	Municipal Court	Core Service	3,900	4,000	4,268	4,610
	Number of bench trials vs. jury trials set	Municipal Court	Core Service	New Measure	New Measure	New Measure	67 / 44
	Percentage of automatic draft customers/total customers	Utility Billing	Core Service	13%	15%	15%	19%
	Percentage of customers paying before cutoff	Utility Billing	Core Service	97%	97%	97%	97%
	Uncollectible accounts written off at year end (water & sewer)	Utility Billing	Core Service	N/A	\$34,628	\$30,500	\$26,080

INTERNAL SERVICES

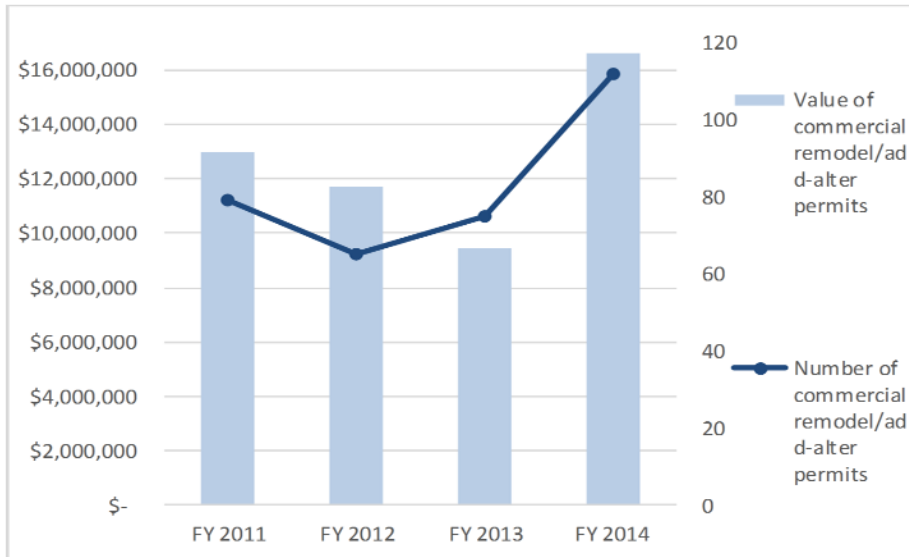
		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Target	FY 2014 Year-End Actual
Performance Measures	Percentage turnover (per fiscal year)	Human Resources	Sust. Gov't	15%	12%	22%	≤ 10%	15.00%
	Percentage of annual performance evaluations completed on time	Human Resources	Sust. Gov't	New Measure	36%	25%	≥ 90%	98%
	Percentage of employees who participate in wellness program	Human Resources	Sust. Gov't	New Measure	80%	78%	≥ 80%	86%
	Workers' compensation experience modification factor (actual losses compared to expected losses)	Human Resources	Sust. Gov't	New Measure	New Measure	0.48	≤ 0.85	0.45
	Medical and pharmacy loss ratio (paid claims divided by premiums)	Human Resources	Sust. Gov't	New Measure	New Measure	66%	≤ 85%	75.8%
	Percentage of product requests completed on time	Graphical Information Services (GIS)	Sust. Gov't	98%	90%	82%	≥ 85%	87.88%
	Percentage of address and/or plat issues responded to within 24 hours	Graphical Information Services (GIS)	Sust. Gov't	100%	96%	64%	≥ 90%	89.13%
	Percentage of broadcast uptime	Network/Desktop Services	Sust. Gov't	98.65%	99.99%	99.82%	≥ 99%	99.86%
	Percentage of work orders completed on time	Network/Desktop Services	Sust. Gov't	86%	80%	87%	≥ 95%	78.00%
	Percentage of network data and telecommunications uptime	Network/Desktop Services	Sust. Gov't	99.84%	99.99%	99.83%	≥ 99%	99.73%
	Percentage of IT work plan projects completed on time	Network/Desktop Services	Sust. Gov't	80%	80%	100%	= 100%	96.88%
	Percentage of data backup success	Network/Desktop Services	Sust. Gov't	94%	95%	91%	= 100%	90.91%
Vital Statistics		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014 Year-End Actual	
	Total number of equipment pieces maintained by department	Network/Desktop Services	Sust. Gov't	410	430	419	569	



DASHBOARD REPORT

PERFORMANCE MEASURES & VITAL STATISTICS
FISCAL YEAR 2014 - QUARTER 4

COMMERCIAL REMODEL/ADD-ALTER PERMITS

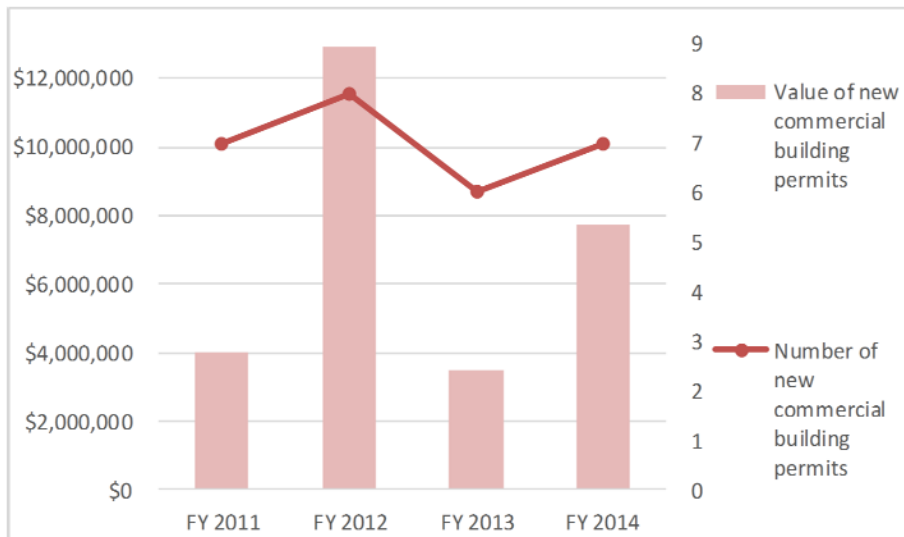


STRATEGY MAP CONNECTION:

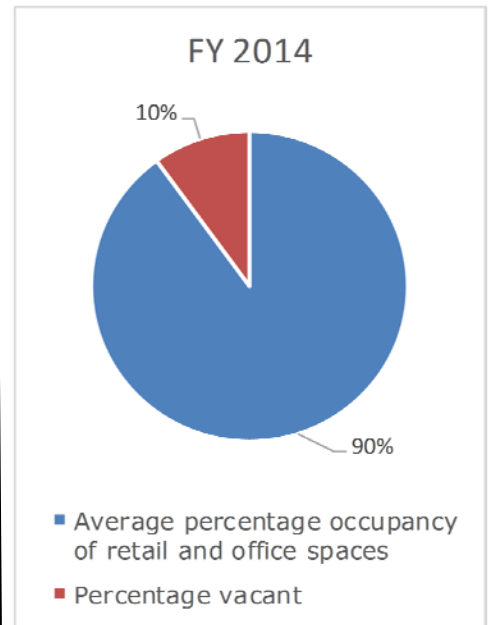
ECONOMIC DEVELOPMENT

The metrics highlighted each quarter will focus on one of the four focus areas from Colleyville's Strategy Map.

NEW COMMERCIAL BUILDING PERMITS



OCCUPANCY RATE



TIMELINESS

41% OF RESIDENTIAL PLAN REVIEWS COMPLETED IN FIVE DAYS OR LESS (GOAL = 75%)
55% OF COMMERCIAL PLAN REVIEWS COMPLETED IN TEN DAYS OR LESS (GOAL = 75%)
98% OF INSPECTIONS PERFORMED WITHIN 24 HOURS (GOAL = 95%)

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

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 PC-3

Agenda Date 11/18/2014

Type Pre Council

Department City Secretary

Title

Discussion of the 2015 City Council meeting dates

Explanation

In accordance with the City Charter, the City Council shall meet regularly at least twice (2) in every month at such times as a City Council may prescribe by rule. The City Council has prescribed the following for regular meetings in the Rules of Procedure: "shall meet in the City Hall on the first and third Tuesday of each month at 5:30 p.m. unless otherwise officially established by the City Council."

City staff seeks the City Council's consideration of changes to the following regular meeting dates for 2015.

There will not be primary elections for any offices held in March of 2015; therefore staff is not recommending any changes to the March meeting dates.

May: The City Council may consider changing the date of the second regular City Council meeting of Tuesday, May 19, 2015, due to the International Council of Shopping Centers (ICSC) Conference to be held May 17-20, 2015. The May 2015 regular meeting dates would then be as follows:

- Tuesday, May 5, 2015
- Tuesday, May 12, 2015

It may be necessary to call a Special Meeting in May, due to the canvassing of the City's election.

August: The City Council may consider prescribing the first regular meeting date of August to be the August 11, 2015 budget worksession, rather than conducting three meetings in August. The August 2015 meeting dates would then be as follows:

- Tuesday, August 11, 2015 – Budget Worksession
- Tuesday, August 18, 2015 – Regular Meeting

October: The City Council may consider changing the date of the first regular City Council meeting of Tuesday, October 6, 2015, due to Texas National Night Out. The

October 2015 regular meeting dates would then be as follows:

- Monday, October 5, 2015; or Wednesday, October 7, 2015
- Tuesday, October 20, 2015

November: The City Council may consider changing the date of the first regular City Council meeting of Tuesday, November 3, 2015, due to the November uniform election. The November 2015 regular meeting dates would then be as follows:

- Monday, November 2, 2015; or Wednesday, November 4, 2015
- Tuesday, November 17, 2015

Based on City Council direction, a formal resolution will be brought forward on the December 2, 2014, City Council agenda.

Attachments



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-4

Agenda Date 11/18/2014

Type Pre Council

Department City Secretary

Title

Discussion of the November 18, 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 11/18/2014

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 litigation - Billy McCullough v. City of Colleyville

Section 551.071 - Legal - Consultation with attorney regarding litigation - Michael S. Newman v. City of Colleyville and City of Keller

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

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

Attachments

RESOLUTION R-14-3806

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF
NOVEMBER 18, 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

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF NOVEMBER 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Mike Taylor
Mayor Pro Tem



City of Colleyville City Council Agenda Briefing

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

Agenda Number 3

Agenda Date 11/18/2014

Type Announcements, Proclamations, and Presentations

Department City Manager

Title

Proclamation recognizing the Grapevine High School Tennis Team - District 5A UIL State Champions

In recognition of Colleyville's featured business - Girligirl Boutique, Kim Strickland, owner, 1001 Glade Road - Mayor Pro Tem Mike Taylor and Economic Development Director Marty Wieder

Attachments

1. Proclamation in recognition of the Grapevine High School Tennis Team

Proclamation

CITY OF

Colleyville,
Texas

WHEREAS: the Grapevine High School Tennis Team won the 2014 District 5A State Championship; and

WHEREAS, Grapevine High School athletic programs are in line with their campus mission to honor their traditions and develop leaders by maintaining high standards for their athletes; and

WHEREAS, Coach Angel Martinez, in his final season coaching Grapevine High School Tennis, after eight straight district championships, won the school's first state title with a dominating 5A match record of 270-10, and Grapevine High School's first state title in any sport in 16 years; and

WHEREAS, the entire Grapevine High School varsity tennis team was named 1st Team All District along with Bella Bergman and Alex Joseph being named players of the year; and

WHEREAS, Coach Martinez' objective "to play our best, and not leave anything in the tank", was realized, along with a tremendous spirit of teamwork and sportsmanship.

NOW, THEREFORE, I, MIKE TAYLOR, MAYOR PRO TEM OF THE CITY OF COLLEYVILLE, TEXAS, on behalf of Mayor David Kelly, the City Council, and the citizens of Colleyville, do hereby extend congratulations to the

GRAPEVINE HIGH SCHOOL TENNIS TEAM

and encourage all area citizens to join in congratulating the students and coach on this great accomplishment.

IN WITNESS WHEREOF, Mayor David Kelly does hereby set his hand and seal of the City of Colleyville, Texas, affixed this 18th day of November 2014.





Mayor



RESOLUTION R-14-3807

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT
ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
NOVEMBER 18, 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 October 28, 2014
 - b. Approval of the minutes of the regular City Council meeting of November 5, 2014

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 18TH DAY OF NOVEMBER 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Mike Taylor
Mayor Pro Tem



City of Colleyville

City Council Worksession

Minutes - Draft

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

Tuesday, October 28, 2014

Executive Conference Room
Third Floor, City Hall

Mayor David Kelly called the Colleyville City Council Worksession to order on October 28, 2014, at 6:30 p.m.

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

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Executive Director of Development and Infrastructure Chris Fuller, Assistant Police Chief Robert Hinton, Economic Development Director Marty Wieder, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Project Engineer Adam Marsh, Project Engineer Dale Crown, Construction Manager Craig Knight, Marketing Coordinator Heather Gaven, Parks Manager James Hubbard, Communications and Marketing Director Mona Gandy, and City Secretary Amy Shelley

2. PRESENTATION AND DISCUSSION

2a Update on SH26/Colleyville Boulevard Reconstruction Project

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

Councilmember Putnam questioned staff regarding the principal objective of the redevelopment, or the justification of the original investment. Director Lowry deferred the question to Mayor Pro Tem Taylor, given his knowledge of the project's history. Mayor Pro Tem Taylor explained the history of the project in the area, as he remembered it.

Councilmember Putnam stated it seems the project was originally contemplated or justified as a traffic project with six lanes to relieve regional congestion. Mayor Pro Tem Taylor stated that was TxDOT's explanation to the City.

Councilmember Short stated all of the different parties had a different interest in the project. The objective of TxDOT and the North Central Texas Council of Governments (NCTCOG) was to move traffic and improve safety along the corridor. He stated the City wanted to clean up the corridor for economic development opportunities.

Mayor Kelly stated funding was based on traffic counts, and at that time, the traffic counts did not warrant the funding on SH26 through Colleyville. He added as a way to escalate the project, the City offered TIF funds to partner with those parties.

Mayor Pro Tem Taylor added that by keeping the planning up-to-date, Colleyville was in a better position to be ready to go.

Brian Barth, Fort Worth District Engineer with TxDOT, presented his portion of the presentation and briefed City Council.

Michael Morris, Director of Transportation with NCTCOG, presented his portion of the presentation and briefed City Council.

Councilmember Putnam questioned Mr. Morris regarding whether the data is relative to traffic or to economic development. Mr. Morris replied traffic.

Councilmember Putnam questioned Mr. Morris regarding whether the traffic counts today are roughly at 2004 levels on SH26. Mr. Morris replied the counts are actually lower than the 2004 levels.

Councilmember Putnam questioned Mr. Morris regarding the justification for the intersection improvements based on today's traffic capacity problem. Mr. Morris stated, Colleyville citizens, like all citizens in the region, should view this as an opportunity for a more balanced approach to road and transportation problems.

Councilmember Putnam questioned Mr. Morris regarding as to whether intersection improvements can be made with less money and less construction time and impact, without having to redevelop the entire roadway. Mr. Morris replied the right-of-way is planned for a six-lane section at all of the intersections. He stated the role of transportation today is to help with flooding issues, safety, economic development, mobility, and reliability.

Mayor Kelly complimented TxDOT and NCTCOG for their thoughts in designing SH26, especially since this is Colleyville's main street and central business corridor.

Councilmember Mogged questioned Mr. Morris regarding future capacity gains with the proposed approach of a four-lane roadway with six-lane intersections. Mr. Morris stated 50 percent capacity gains without having to come back and widen the roadway.

Councilmember Putnam questioned Mr. Barth about the estimated construction timeline to get through Brown Trail. Mr. Barth replied it will be a 2½ year project.

Councilmember Putnam questioned Mr. Barth regarding the plan design from Hall-Johnson to Brown Trail or from John McCain to Brown Trail. Mr. Barth replied the plan is to complete the entire project.

Mayor Kelly questioned Mr. Barth regarding when construction will begin after the project has been let. Mr. Barth replied typically 30 days from the time the project is let, and the Commission awards the funds. Mayor Kelly questioned Mr. Barth regarding if it would be between 60-90 days. Mr. Barth replied yes.

Councilmember Putnam questioned Mr. Barth regarding how that stretch can be done in that timeframe, when the first phase has taken so long. Mr. Barth replied when the project is done right, the timeline works.

Mayor Pro Tem Taylor questioned Mr. Barth regarding whether the same contractor will be used. Mr. Barth replied there will be some incentives put in place to help draw in the bigger contractors for this project.

Councilmember Putnam stated there are a lot of people in Colleyville that have problems with the current design of this project. He stated \$52 million dollars will be spent to beautify a four-lane road that has a center-turn lane, with improved intersections and medians and sidewalks. He stated that he questions the economic development impact, given there is no data to support that it will increase revenues.

Councilmember Wollin questioned Mr. Barth regarding the need for medians. Mr. Barth stated they do have data to support that the median sections are safer than roadways without medians. He stated they could provide that information, and he further explained an example from Burleson. He stated he also has some economic development data.

Mayor Pro Tem Taylor asked Mr. Barth what happens if Colleyville does not want medians. Mr. Barth stated that TxDOT will not build the project without medians.

Councilmember Putnam stated that was not the statement made by TxDOT at a previous meeting. Mr. Barth clarified that TxDOT will not build the project if Colleyville does not want the project, and that was what he had stated at the previous meeting.

Mayor Pro Tem Taylor asked Mr. Barth if there are any grounds to negotiate medians. Mr. Barth replied TxDOT will not build the project without medians.

Mayor Pro Tem Taylor asked Mr. Barth if there is a statewide mandate in which medians will not be constructed. Mr. Barth replied there is a threshold of about

20,000 vehicles per day, and he stated he could only speak about what is taking place in this area.

Councilmember Short stated there is a time and place when a continuous left-turn lane makes perfect sense; however, when an area is developed, with lots of turns to make, there are some safety issues.

Mayor Kelly stated there were adjustments made to the plans in 1999 for median cuts to incorporate turns.

Councilmember Putnam stated this is an example in which people in this community increasingly distrust the process. He added there are things being said in one public meeting, and contradictory things being said in another public meeting, depending on who the audience is, and what the objective might be.

Councilmember Short asked Councilmember Putnam what is it they do not like about constructing the medians. Councilmember Putnam replied access and egress; irrigating and landscaping medians when there are watering restrictions in place; and spending \$52 million, which does not solve a traffic problem.

Councilmember Putnam questioned Mr. Morris regarding whether the speed limit is inherently higher on a six-lane roadway. Mr. Morris replied it will induce a very high speed with limited cars on it.

Councilmember Short questioned Mr. Barth regarding how often the roadway would need to be overlaid to keep it serviceable, if this project is not done. Mr. Barth stated roughly every seven years.

Councilmember Short questioned Mr. Barth regarding when the roadway would need to be updated if the project is done. Mr. Barth replied 25 years.

Mayor Pro Tem Taylor questioned Mr. Morris regarding where the money would go, if Colleyville chooses not to do this project. Mr. Morris replied the Regional Transportation Council (RTC) does not want to build the project in a community that is not interested. He added the funds would go back to the RTC for someone else to use, in the region.

Mayor Kelly questioned staff regarding the pass-through funding option. Director Lowry replied this is for the unfunded portion from John McCain to Hall-Johnson Road.

Councilmember Putnam questioned staff regarding if the total cost is \$20 million. Director Lowry replied all of the costs have already been incurred, except for the

construction. He stated the utility relocations are already being done and the design has been completed by TxDOT.

Councilmember Putnam questioned staff regarding future lane expansions, and if Colleyville would have to take care of that if we take back the roadway. Director Lowry replied Colleyville would be responsible for the roadway just like we take care of John McCain Road.

Councilmember Mogged questioned Mr. Morris regarding if we could expect that, if the region grows, RTC would pay for the cost of the lane expansion. Mr. Morris replied he did not see any reason the RTC would not. He stated Colleyville could certainly make such a request.

Councilmember Short stated this is the kind of project a county bond program might cover.

Mayor Kelly stated it will depend on the roadway to the south, but should traffic ever warrant an expansion, due to volume, there may be some considerations made. Mr. Morris added all of the neighboring cities to the south do not have any interest in making this a six-lane roadway.

Councilmember Hart questioned Mr. Morris as to whether if any rights-of-way have been purchased south of Colleyville. Mr. Morris replied no. Mr. Barth concurred.

Councilmember Putnam stated Hurst and North Richland Hills have been clear that they want to stay as is. Mr. Barth concurred.

Mayor Pro Tem Taylor questioned staff regarding if the pay-back for the pass-through is 12 years. Director Lowry replied the pass-through terms allow a minimum of 10 years, with a maximum of 20 years. He added Colleyville has targeted a 12 year pay-back.

Mayor Kelly questioned staff regarding whether funds are available for Phase II, from Brown Trail to Hall-Johnson Road. Director Lowry replied yes.

Mayor Kelly questioned staff regarding whether there is a funding shortage for the section from Hall-Johnson Road to south of John McCain Road. Director Lowry replied yes.

Mayor Kelly asked City Council if they would like to consider a funding solution for the unfunded portion, or should it be left alone.

Councilmember Hart stated he would like to look at a funding solution, so that the entire roadway could be completed.

Councilmember Short stated doing it all at one time makes sense. He stated he would like to know if there are other communities that have done the same. Mr. Barth stated there have been local governments who have paid 100 percent, and there are examples of pass-through funding such as Weatherford and Parker County. He added there are examples of partnerships, where each paid one-third of the project.

Councilmember Mogged stated he is not a fan of debt, and thinks it would be a great idea for Colleyville to take over the road, but would want some assurances that in the event the region grows in the future so that expansion of SH26 was required by regional growth, that TxDOT would complete the additional lanes. Mr. Morris added that the turn-back option is a new initiative, and if there is an interest in this, he would see what he could do. He stated he would need to know where Colleyville stands with the remainder of SH26, and he would need a vote from the elected officials asking him to do so.

Councilmember Putnam stated he likes that idea; however, this project is not future proof, given there may be a need for a lane expansion in 2030. He added by the time the project is completed, using the best case scenario, it would be complete in 2017, and then in 13 years the roadway is then torn up again for lane expansion. Mr. Morris stated the roadway would not have to be torn up to do the lane expansion.

Councilmember Mogged stated there will be a need to prepare for future road repairs.

Mayor Pro Tem Taylor stated he would like a list of cities around the state that have already embraced this idea. Mr. Barth stated the turn-back program is new, and for years TxDOT has worked with local governments to take roads off system. He stated there are some concerns of the condition of the roadway upon the turn-back. He stated some examples include Main Street in Lewisville, South Main and Rosedale in Fort Worth, downtown Weatherford, Business 287 by Meacham Airport, and Business 287 in Mansfield.

Councilmember Hart questioned Mr. Barth whether there are any additional liabilities to take over the street. Mr. Barth replied it would be just like any other City owned street in your city, relative to maintenance.

Mayor Pro Tem Taylor questioned Mr. Barth that if the turn-back option is used, would the roadway be constructed with six lanes? Mr. Barth replied his challenge with a four-lane roadway is finding the \$10.9 million today, much less finding any additional money for six lanes.

Councilmember Putnam stated he believed that would be an easy business case, given TxDOT would be out from underneath the need to maintain the roadway. Mr. Barth stated finding the money is the issue.

Mayor Pro Tem Taylor stated taking the roadway back is more expensive than what has been estimated. He added there is a reason they have the turn-back option.

Councilmember Putnam stated the arguments have been made as to why the six-lane option is not an option. He stated he thinks these are fair arguments, but he disagrees. He stated it is not about cost, it is not about maintenance, it is about aesthetics.

Mayor Pro Tem Taylor stated the traffic speed has increased through Grapevine, and traffic slowing down through Colleyville will help economic development.

Councilmember Short stated our section is different, in that we have traffic signals every 1,500 feet, and those signals slow the traffic down.

Mayor Pro Tem Taylor questioned Mr. Morris regarding whether City Council could come back, at the time of the lane expansion, and ask for a regional mobility improvement project. Mr. Morris replied he would need a vote from City Council regarding their plans for the roadway, before he could explain to the RTC the City Council's reservations.

Mr. Barth stated that if TxDOT builds the four-lane section, and then it is taken off system, and then in 13 years six lanes are needed, Colleyville would then be eligible to petition the RTC for funds to add the additional lanes.

Councilmember Putnam questioned Mr. Barth if the roadway would be eligible for funding, or funding would be committed for the roadway. Mr. Barth replied eligible to petition for funding.

Mayor Pro Tem Taylor questioned Mr. Barth regarding if the turn-back would be from John McCain to Brown Trail, or the current project to Hall-Johnson Road. Mr. Barth replied John McCain to Brown Trail.

Mayor Kelly stated that in 1999 and 2000, Colleyville petitioned the RTC for funds, and were given the funds, and have had them since then.

Councilmember Putnam stated there may be an option for six lanes.

Mayor Kelly stated he understood that a decision was made on the design of SH26 from John McCain to Brown Trail about the number of lanes, and City Council made the decision to go with four lanes.

Councilmember Mogged stated being good with four lanes today, if there is a way to mitigate for the risks of owning the road. He added six lanes would be fine, if that is the way to get past the risk.

Mayor Kelly stated there is a need to find a funding element for the unfunded portion, from Hall-Johnson Road to John McCain. He stated additionally, there needs to be some direction given to the RTC for the turn-back options, and how that is to be managed.

Councilmember Putnam stated he does not support either option with the current design.

Councilmember Wollin questioned Mr. Barth as to why Colleyville would want to turn back the funded portion, Hall-Johnson Road to Brown Trail, and not the Hall-Johnson Road to John McCain. She stated it makes more sense to turn back the unfunded portion. Mr. Barth stated his goal was to try and get the section rebuilt, and then take that section off system.

Councilmember Wollin stated she did not know if she wanted to give up the other funding sources. Mr. Barth stated the funding would not be given up, since the roadway would be built. Councilmember Wollin stated there would be a future risk with that section, rather than the section that is not funded. She stated she could not support the turn-back option, especially when Colleyville has partial funding for it.

Mayor Kelly stated funding is available for the core developed area, Brown Trail to Hall-Johnson Road. Councilmember Wollin stated if that is being turned back to Colleyville, then we receive all of the future risks relative to maintenance.

Mayor Kelly explained this would be a way that Colleyville could get the road completed, without being out additional cash, other than enhancements.

Councilmember Short stated not knowing if staff has been able to get a handle on what the maintenance costs may be. Councilmember Wollin concurred, and expressed not being comfortable with it.

City Manager Jennifer Fadden stated she spoke with the City of Allen about the same scenario, and they identified the same advantages and disadvantages of taking a roadway off system. She added they have not had to make roadway repairs to date, but they are anticipating those in the future.

Councilmember Short asked Mayor Kelly if the turn-back option would be done in the form of a resolution. Mayor Kelly replied yes.

Councilmember Hart asked City Council about how this affects the timing of the current project. Mayor Kelly stated TxDOT would like to release the project this winter, probably in the December to February timeframe.

Councilmember Mogged expressed being comfortable with the turn-back option.

Mayor Kelly stated a decision does need to be made.

Councilmember Wollin stated she wants some reassurance that Colleyville can bank enough funds to cover that and not to take away from other commitments. She stated she wants more hard facts that go back more than two years. She wants to learn from the experience of others, and maybe go beyond Texas, if needed. She added there may be some additional citizen input at the November 12 meeting.

Mayor Pro Tem Taylor asked Mayor Kelly what are the added enhancements with the turn-back option. Mayor Kelly stated those are all over and above.

City Manager Jennifer Fadden asked City Council if they are open to both options, the pass-through and the turn-back, in order to complete the project through Colleyville. City Council concurred.

City Manager Jennifer Fadden asked City Council if they have any expectation or desire, as the project is moving forward, with a four-lane section.

Councilmember Wollin replied she might be wiggly on that, depending on which option to go with.

Councilmember Short stated that public input may help with this.

Mayor Kelly expressed having concerns about changing the design plans, and who would pay for that, and the potential for a delayed project.

Councilmember Wollin stated she would like the costs of the maintenance of the landscaped medians, and maybe some other options.

Mayor Kelly asked City Council if this is still a four-lane option. Councilmember Wollin replied right. Mr. Morris questioned why there is a discussion about a six-lane roadway, when the traffic volume is decreasing.

Councilmember Putnam stated some are making the argument about not doing anything, as opposed to spending \$52 million. Mr. Morris replied the money could then be sent back to the RTC. Mayor Pro Tem Taylor stated he does not support that.

Councilmember Putnam stated there has not been City Council action taken on the John McCain to Hall-Johnson Road section. Mayor Kelly stated no action has been taken on funding, and TxDOT paid for the design.

Mayor Pro Tem Taylor stated the landscaping can be sparse, but citizens will talk about that.

Councilmember Putnam stated you will hear about the medians too.

Mayor Kelly stated Colleyville has some Green Ribbon grants for parts of the roadway, and we can keep applying for those grants. He added there are also discussions about community groups taking responsibility for trees and plantings.

Councilmember Mogged stated there may be some direction given at future City Council meetings. Mayor Kelly concurred.

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

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

4. ADJOURNMENT

There being no further business before the City Council, Mayor Kelly adjourned the City Council worksession at 9:03 p.m.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 18TH DAY OF NOVEMBER 2014.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville City Council Minutes - Draft

City Hall
100 Main Street
Colleyville, Texas 76034
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Wednesday, November 5, 2014

City Council Chambers

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

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

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Executive Director of Development and Infrastructure Chris Fuller, Police Chief Mike Holder, Assistant Police Chief Robert Hinton, Fire Chief Brian Riley, Economic Development Director Marty Wieder, Recreation and Library Director Mary Rodne, Parks Manager James Hubbard, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Finance Manager Karen Hines, Community Development Director Ron Ruthven, Communications and Marketing Director Mona Gandy, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Matthew Boyle, and City Secretary Amy Shelley.

PC-1 Presentation and discussion of the TEX Rail project

City Manager Jennifer Fadden introduced guest speakers for this meeting: Tom Shelton, Senior Program Manager, North Central Texas Council of Governments (NCTCOG); Rob Harmon, Fort Worth Transportation Authority (The T, or TRE); and John Tipton, consultant for The T. Tarrant County Commissioner Gary Fickes, Precinct 3, was also present for this meeting.

Mayor Kelly questioned Mr. Harmon regarding the usage of the rail, will it run 24 hours a day? Mr. Harmon replied it will run from 6:00 a.m. to 9:00 p.m.

Councilmember Putnam questioned Mr. Harmon regarding the number of freight trains per day, on average. Mr. Harmon replied there are between four and six train movements per week.

Councilmember Short questioned Mr. Harmon, for clarification, if once per week was correct. Mr. Harmon replied yes.

Councilmember Putnam stated the environmental impact study states the noise measures at 90 decibels at 50 feet. Mr. Harmon concurred and stated it is very quiet.

Councilmember Putnam questioned Mr. Harmon regarding the use of diesel multiple units (DMU) rather than light rail. Mr. Harmon replied light rail is much more expensive than diesel.

Councilmember Putnam questioned Mr. Harmon regarding whether the current track system will be replaced. Mr. Harmon replied the tracks will be replaced.

Councilmember Putnam questioned Mr. Tipton regarding whether there will be dual tracks in Colleyville. Mr. Tipton replied no, only single tracks.

Councilmember Hart questioned Mr. Tipton regarding whether the trains are built in the area. Mr. Tipton replied no.

Councilmember Putnam asked Mr. Shelton why they are spending \$900 million on this project if it is not solving a traffic problem. Mr. Shelton stated during the peak hours, morning and afternoon, there are significant congestion levels. He stated the cost is warranted as it addresses the needs of the corridor.

Councilmember Putnam stated ridership has declined for five years straight. Mr. Harmon stated the ridership has increased in the past 18 months. Councilmember Putnam stated not according to the published data. Mr. Harmon stated the 2014 data indicates an increase in ridership from last year.

Councilmember Mogged questioned Mr. Harmon regarding what the City needs to do to prepare for training for public safety, in the event of an emergency such as a derailment. Mr. Harmon replied the DMU breaks or stops more quickly and in a shorter distance. He explained public safety training is available, and it is very important to the Federal Railroad Administration (FRA).

Councilmember Putnam questioned Mr. Harmon regarding whether the New Starts Grant of \$446 million has been secured. Mr. Harmon replied 50 percent from the New Starts Grant is not committed, since they still have to go through the engineering phase.

Mayor Kelly stated Grapevine originally dedicated a .38 of a one cent sales tax. Mr. Harmon concurred.

Mayor Kelly questioned Mr. Harmon regarding how the participation will work for North Richland Hills and Haltom City, since they were not included, originally. Mr. Harmon replied Grapevine has been very understanding and patient with this project, and that those cities will come up with their commitment prior to entering into the full funding grant agreement.

Mayor Kelly questioned Mr. Shelton regarding if those cities are not able to come up with their funding sources, will those stations still be constructed. Mr. Shelton replied no.

Councilmember Putnam stated Colleyville currently pays into the TRE. He further questioned Mr. Harmon regarding whether The T will require Colleyville to contribute to those non-sales tax sources for TEX Rail. Mr. Harmon replied they have not had those discussions. Mayor Kelly stated Colleyville has not been approached about that.

Councilmember Putnam questioned Mr. Harmon regarding taxpayer subsidies to operate the train, based on ridership projections. Mr. Harmon replied recovery on The T is about 22 percent, which means taxpayer subsidies cover the rest. He added they expect the TEX Rail recovery to be higher.

Councilmember Putnam questioned Mr. Harmon regarding how the operating mode is funded once build-out is reached. Mr. Harmon replied it will be funded through sales tax revenues and the contributions from Tex Rail partners.

Councilmember Putnam questioned Mr. Harmon regarding if any additional bond elections will be necessary. Mr. Harmon replied no.

Councilmember Putnam stated The T overall earns \$8 million dollars in operating revenue for all modes of transportation, with a \$67 million dollar loss, and then \$83 million dollars is subsidized by the taxpayers. Mr. Harmon stated that sounds right.

Mayor Pro Tem Taylor questioned Mr. Shelton regarding the 90 decibel level. Mr. Shelton replied it is representative of the noise generated by all surrounding sounds, up to and including the rail. He stated there are very specific ways in which the federal government measures the level of sound.

Mayor Kelly questioned Mr. Shelton regarding if the noise measurement includes the horns. Mr. Shelton replied yes, at the crossings.

Councilmember Putnam questioned staff regarding the distance in which the trains will be operating relative to the proximity of the Cotton Belt Trail. City Manager Jennifer Fadden replied the license agreement with DART allows a trail within the DART right-of-way, and it allows the trail to be within 25 feet of the tracks at the closest point.

Councilmember Mogged questioned Mr. Tipton regarding whether the surrounding cities will be able to participate in the safety training. Mr. Tipton replied yes, it is regional training.

Mayor Kelly stated all cities that are response units to Colleyville would need to be included in this training. Mr. Tipton concurred.

Mayor Pro Tem Taylor questioned staff regarding whether median curbs are included. City Manager Jennifer Fadden stated the design that was implemented included non-mountable curbs at John McCain, and quad gates at the Bransford Road and Pleasant Run Road crossings. She stated upon completion of the project, there will be four gates at each of the two crossings. She added the John McCain crossing is complete.

Councilmember Mogged questioned Mr. Shelton regarding the process to ensure that first responders are prepared to respond. Mr. Shelton stated the rail line coming through Colleyville is owned by DART, and they have the responsibility to manage the corridor, license agreements, right-of-use agreements, and a reporting responsibility to the FRA. He added the FRA is very restrictive as to what can be carried on the rail, and DART and The T will have to go through a review prior to such. Mr. Harmon added that the track will be upgraded to a passenger level track, which is a much higher standard than what is currently in place and being maintained today.

Mayor Kelly questioned Mr. Shelton regarding who owns the right-of-way, who is giving who right of access. Mr. Shelton replied DART is the owner, and the rights and authority were also purchased from the previous owner. He stated this line was constructed in the 1880s, and there is no entity that has the powers and authorities that the railroad has. He stated the rail line is solely owned by DART and they have all legal rights to move what is needed through that area. He stated the City has the right to cross the railroad through easements and agreements. He stated cities will often enact ordinances to limit the operating speeds; however, there has been debate as to whether those ordinances are enforceable.

Mayor Kelly questioned Mr. Shelton regarding whether the noise impact is a non-issue, given the quieter DMU and the proximity of the homes, based on the environmental study. Mr. Shelton replied yes.

Mayor Kelly questioned Mr. Shelton regarding whether all of this information is available to the public. Mr. Shelton replied all information is available on the website at www.texrail.com. Mr. Tipton stated the historical data is also available.

Councilmember Hart questioned Mr. Shelton regarding the overall experience with the quiet zones, before and after implementation. Mr. Shelton stated he has never heard a negative comment, especially since the trains are not required to blow their horns after the installation of a quiet zone.

Mayor Pro Tem Taylor questioned Mr. Harmon regarding the process in the New Starts Grant. Mr. Harmon replied all of the local match has to be received to qualify for the grant. He added being in the President's budget also has to be achieved, and that has been completed.

Mayor Pro Tem Taylor questioned Mr. Shelton regarding if this delegation is congressional or legislative. Mr. Shelton replied both.

Mayor Pro Tem Taylor asked Mr. Shelton what if the public does not want this. Mr. Shelton stated the public hearing on the formal document has already occurred, moving forward, there will be community style public information meetings.

Mayor Pro Tem Taylor questioned Mr. Shelton regarding the public notification. Mr. Shelton replied the process is multi-pronged and it includes newspapers, press releases, website, and social media.

Commissioner Fickes stated that in 2007, numerous official EIS public meetings were held at the inter-mobile facility, throughout the Tarrant County region. He stated he visited with people about removing the yellow dot on the map for the Colleyville station; therefore, there will not be a station in Colleyville.

Mayor Pro Tem Taylor questioned Mr. Shelton regarding how the train can be stopped. Mr. Shelton replied the TEX Rail Corridor Map is from a federally approved official document called a Federal Environmental Impact Statement and it has been approved at the highest federal level in the records of decision, and it represents the project that is being proposed locally, and approved at the federal level. He stated this map will not indicate a dot (station) in Colleyville. He added the project is moving into final design, and it will be impossible to add a station, if wanted, in the future.

Councilmember Putnam stated it is important it be stated that the funding is not secured. He stated there are political solutions if you are opposed to this project. He stated it is not fair to convince people that there is not an alternative.

Councilmember Short questioned Mr. Shelton regarding providing access from the TRE to the DFW airport. Mr. Shelton replied it would be enormously expensive because of floodplain issues through the Trinity River area.

PC-2 Update of utility rate study for Fiscal Year 2015

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

Councilmember Short stated the tiered rates have resulted in less consumption. Assistant City Manager and Chief Financial Officer Terry Leake concurred.

Councilmember Short stated 2014 had the most rain of any years shown, and relatively moderate temperatures of any years shown. Assistant City Manager and Chief Financial Officer Terry Leake stated there were two days of significant rainfall, with about three inches occurring on one day.

City Manager Jennifer Fadden asked if watering restrictions have had a greater impact on consumption habits. Assistant City Manager and Chief Financial Officer Terry Leake replied yes.

Mayor Pro Tem Taylor questioned staff regarding when the tiers were implemented. Assistant City Manager and Chief Financial Officer Terry Leake replied they were implemented in December of 2012.

Councilmember Putnam questioned staff regarding which years included the two day watering restrictions. City Manager Jennifer Fadden replied 2011, with continuous restrictions since June of 2013.

Councilmember Putnam questioned staff regarding how the tiers have been communicated to the citizens. Assistant City Manager and Chief Financial Officer Terry Leake replied the information is included in the *Colleyville Communicator* every year prior to the implementation, the *E-News*, and in the water bill.

Councilmember Short questioned staff regarding if there are alternatives. City Manager Jennifer Fadden replied not at a cheaper rate.

Councilmember Mogged questioned staff regarding how well this new rate structure is going to deal with the infrastructure burden. City Manager Jennifer Fadden replied this does not modify the City's fixed cost portion at all. She stated we intend to present the draft of the water and wastewater conservation master plan at a future City Council meeting, and an element of it will be recommendations related to modifying the City's rate structure in order to accommodate more fixed costs to the minimum bill, moving forward over time.

Assistant City Manager and Chief Financial Officer Terry Leake replied that currently, under this rate structure, for 2015, for infrastructure renewal, there is \$250,000 budgeted.

City Manager Jennifer Fadden stated staff is not recommending any modification to the rate prior to fiscal year 2016.

City Manager Jennifer Fadden stated there is a balance between what we need to invest in the system and what the investors are willing to pay; however, staff will do their best to find that balance.

PC-3 Discussion of the November 5, 2014, City Council regular agenda items

Mayor Kelly adjourned the Pre Council meeting at 7:22 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Kelly at 7:51 p.m.

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

City Manager Jennifer Fadden, Assistant City Manager and Chief Financial Officer Terry Leake, Executive Director of Development and Infrastructure Chris Fuller, Police Chief Mike Holder, Assistant Police Chief Robert Hinton, Fire Chief Brian Riley, Economic Development Director Marty Wieder, Parks Manager James Hubbard, City Engineer Jeremy Hutt, Community Development Director Ron Ruthven, Communications and Marketing Director Mona Gandy, Information Systems Manager Chris Pena, City Attorney Matthew Boyle, and City Secretary Amy Shelley.

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

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

Section 551.071- Legal - Consultation with attorney regarding the tree preservation ordinance and the Overlook subdivision

Section 551.071 - Legal - Consultation with attorney regarding litigation - Billy McCullough v. City of Colleyville

Section 551.071 - Legal - Consultation with attorney regarding litigation - Michael S. Newman v. City of Colleyville and City of Keller

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

Section 551.087 - Economic Development - Discuss or deliberate regarding commercial or financial information that the City has received from business prospects that the City seeks to have locate, stay, or expand in the City and

with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect

Mayor Kelly explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 7:22 p.m. and reconvened at 7:23 p.m.

INVOCATION: Chris Newland, Counselor in Bishopric, Church of Jesus Christ of Latter-day Saints - Colleyville

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-14-3803

This resolution was not needed.

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

Proclamation in recognition of American Diabetes Month - Amy Schornick, Chairman, Community Leadership Board, American Diabetes Association

Recognition of the Colleyville Garden Club and Military Veterans who updated the landscaping for the Veterans Memorial at Sparger Park

Recognition of 2014 Wellness Champion Nominees

Mayor Kelly presented Amy Schornick, Chairman, Community Leadership Board, American Diabetes Association, with a proclamation recognizing November as American Diabetes Month. Mrs. Schornick thanked Mayor Kelly and the City Council for bringing awareness to diabetes.

Mayor Kelly and Councilmember Carol Wollin recognized and thanked the Colleyville Garden Club members and Military Veterans for their work at the Veterans Memorial at Sparger Park.

Mayor Kelly recognized Community Development Director Ron Ruthven and the Building Inspections Department as they were one of six finalists for the Greater Fort Worth Builders Association Spirit of Cooperation Award.

Mayor Kelly recognized City employees John Arenz, Mark Cantrell, Kyle Meeks, William Savage, and Traci Wrisley who were nominated for the 2014 Wellness Champion Award, and announced Taci Wrisley as the 2014 Wellness Champion Award recipient.

Councilmember Wollin expressed her appreciation to Mary Alice Stam for being a sponsor of cleaning the Veterans Memorial at Sparger Park, for several years.

Councilmember Hart expressed his appreciation to the employees for their hard work and dedication to the Wellness Program and how it impacts the City of Colleyville's bottom line. Mayor Kelly concurred, and stated the health insurance premiums reflect the hard work.

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-14-3804

- 4a** Approval of the minutes of the regular City Council meeting of October 21, 2014

Mayor Kelly read Resolution R-14-3804 in its entirety.

Mayor Kelly opened the public hearing at 8:15 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:15 p.m.

Councilmember Mogged moved to approve Resolution R-14-3804. Councilmember Short seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 – Mayor David Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

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

- 5a Ordinance O-14-1936**

Consideration of adoption of the 2012 edition of the *International Building Code*; adoption of the 2014 edition of the *National Electrical Code*; adoption of the 2012 editions of the *International Residential*

Code and the *International Energy Conservation Code*; along with the local amendments as recommended by the Regional Codes Coordinating Committee of the North Central Texas Council of Governments, Case GC14-017

Mayor Kelly read the caption of Ordinance O-14-1936.

There was no update given by staff.

Mayor Kelly opened the public hearing at 8:17 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:17 p.m.

Councilmember Wollin moved to approve Ordinance O-14-1936. Councilmember Hart seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 – Mayor David Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

5b Ordinance O-14-1937

Consideration of adoption of the 2012 editions of the *International Plumbing Code*, *International Fuel Gas Code*, and *International Mechanical Code*, along with the local amendments as recommended by the Regional Codes Coordinating Committee of the North Central Texas Council of Governments, Case GC14-018

Mayor Kelly read the caption of Ordinance O-14-1937.

There was no update given by staff.

Mayor Kelly opened the public hearing at 8:18 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:18 p.m.

Councilmember Short moved to approve Ordinance O-14-1937. Mayor Pro Tem Taylor seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 – Mayor David Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

5c Ordinance O-14-1938

Consideration of adoption of the 2012 edition of the *International Fire Code*, along with the local amendments as recommended by the Regional Codes Coordinating Committee of the North Central Texas Council of Governments, Case GC14-019

Mayor Kelly read the caption of Ordinance O-14-1938.

There was no update given by staff.

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

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:20 p.m.

Community Development Director Ron Ruthven expressed his appreciation to Building Official Eddie Wilson for his work in completing the building code updates. Mayor Kelly concurred.

Mayor Pro Tem Taylor moved to approve Ordinance O-14-1938. Mayor Kelly seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 – Mayor David Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

5d Ordinance O-14-1939

Approval of an ordinance ratifying and affirming the appointment of Sara Jane del Carmen as Regional Municipal Court Judge and appointing Leticia Evans as Associate Judge for the Municipal Court of Record for the City of Colleyville through September 30, 2016

Mayor Kelly read the caption of Ordinance O-14-1939.

There was no update given by staff.

Mayor Kelly opened the public hearing at 8:21 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:21 p.m.

Councilmember Wollin moved to approve Ordinance O-14-1939. Councilmember Mogged seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 – Mayor David Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

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

There was no one present wishing to speak.

7. REPORTS

Sign Board of Appeals Meeting Minutes - May 14, 2014

Colleyville Library Board Meeting Minutes - August 18, 2014

There was no discussion of this item.

8. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR NOVEMBER 5, 2014 - Reading and Public Hearing - Resolution R-14-3805

This resolution was not needed.

9. ADJOURNMENT

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

The motion to approve carried by the following vote:

Aye: 7 – Mayor David Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Tom Hart

Mayor Kelly adjourned the City Council meeting at 8:21 p.m.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 18TH DAY OF NOVEMBER 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 5a

Agenda Date 11/18/2014

Number Resolution R-14-3808

Type Resolution

Department City Manager

Title

Approval to pass through a water and sewer rate increase received by the City of Colleyville from the Trinity River Authority

Explanation

Reading and Public Hearing

Annually, staff updates the utility rate study to include changes in consumption patterns, incorporation of Trinity River Authority (TRA) rate increases, and the rate effect of future infrastructure renewal needs. TRA is the sole provider of the City's treated water and sewer. As a part of the Fiscal Year 2015 (FY 2015) budget discussion, staff informed the City Council that a rate increase would be necessary in the event TRA's FY 2015 rates were greater than those in the City's current rate structure. Staff presented the FY 2015 update to City Council at the November 5, 2014 Pre Council meeting.

The major cost component of the Utility Fund is the treated water and sewer purchased from TRA, which comprises 67 percent of the FY 2015 Utility Fund budget. Currently, TRA charges the City \$2.64 for treated water and \$2.12 for treated sewer, for each 1,000 gallons. TRA's FY 2015 budget will go into effect on December 1, 2014. The adopted FY 2015 TRA rate per 1,000 gallons for treated water is \$2.91 and the rate per 1,000 gallons for treated sewer is \$2.23. This is an increase of \$0.27 and \$0.11, respectively, over the FY 2014 rates. The FY 2014 TRA rates are those upon which the City's current water and sewer rate structure is based. Per TRA, the water rate increase is for increased raw water costs and debt issuance for water plant reliability and distribution improvements, and the sewer rate increase is for treatment plant rehabilitation and plant and collection system improvements.

Attached Exhibit "A" is a five year projection of Utility Fund expenses and coverage ratios for FY 2015-2019, under the current rate structure. Due to current and future TRA rate increases, the current water and sewer rates do not provide the required debt coverage ratio of 1.20 or provide any funding for infrastructure replacement in the recently approved Capital Improvement Program for FY 2015 - 2019. For FY 2015, the projected debt coverage ratio is 0.53 with current water and sewer rates, and does not meet the 1.20 coverage ratio required by utility bond covenants. When the coverage ratio is not met, the rating agencies can downgrade ratings on existing bonds and future bonds cannot be sold until the coverage ratio is met. In order to meet the required debt coverage ratio and provide funding for infrastructure replacement in the

approved Capital Improvement Program, a pass through water rate adjustment of \$0.27 per 1,000 and a sewer rate adjustment of \$0.11 per 1,000 is necessary for FY 2015.

Exhibit "B" is a five year projection of Utility Fund expenses and coverage ratio for FY 2015-2019 under the proposed rate structure that includes the TRA pass through rate increases. The FY 2015 water rate adjustment of \$0.27 replicates the TRA increase, as does the \$0.11 sewer rate increase. This exhibit also displays the year-to-year projected rate increase and the cumulative projected rate increase from the FY 2014 rates. It also displays the projected amount that would be available to fund future infrastructure renewals. As was proposed with the adoption of the tiered water rate structure, revenue received in the Utility Fund in excess of coverage ratio requirements, would be reserved for future infrastructure replacement, as included in the adopted Capital Improvements Program.

Ordinance O-89-741 (attached), and its subsequent update through Ordinance O-11-1788 (attached), allows the direct pass through of increases for treated water and sewer by TRA to be adopted by resolution. As directed by City Council at the November 5, 2014 Pre Council meeting, proposed Resolution R-14-3808 (attached) passes through the TRA water rate increase of \$0.27 on each of the individual water rate tiers and the sewer rate increase of \$0.11, from the existing rate of \$2.84 to \$2.95 per 1,000 gallons. The current rates per tier of water usage are as follows:

2,001-20,000 gallons	- \$3.85
20,001-30,000gallons	- \$4.41
30,001-30,000 gallons	- \$4.97
40,001-30,000 gallons	- \$5.53
over 50,000 gallons	- \$6.09

Incorporating the pass through of the TRA water rate increase, the proposed rates will be as follows:

2,001-20,000 gallons	- \$4.12
20,001-30,000 gallons	- \$4.68
30,001-40,000 gallons	- \$5.24
40,001-50,000 gallons	- \$5.80
over 50,000 gallons	- \$6.36

The new minimum water bill, which includes the first 2,000 gallons of usage, will be \$13.28, and the new minimum sewer bill, which includes the first 2,000 gallons of usage, will be \$10.16. These rates will become effective December 1, 2014 for the utility bills to be received in January 2015.

For FY 2015, the cities of Bedford, Euless, Hurst, and Keller have increased their water

and sewer rates, reflected in the attached Water and Sewer Rate Comparison of surrounding cities. According to the comparison, Colleyville citizens would pay, on average, \$3.22 less than the surrounding cities for 15,000 gallons of water under the proposed TRA pass through rate increase. For 10,000 gallons of sewer, Colleyville citizens would pay, on average, \$7.43 less than the surrounding cities under the proposed TRA pass through rate increase. The proposed monthly increase in the combined bill for 15,000 gallons of water and 10,000 gallons of sewer would be \$5.15.

Over the next five years, TRA projects the cost for treated water to increase to \$3.52 per 1,000 gallons and the cost for treated sewer to increase to \$2.91 per 1,000 gallons, an increase of \$0.88 and \$0.79, respectively over current rates. Per TRA, these increases are projected to cover forecasted increased costs for the purchase of raw water, chemicals, and debt service for future proposed debt issuances to fund federal environmental mandates and replacement of aging infrastructure. So that there is an awareness of future TRA rate increases, Exhibit "A" displaying TRA projected rates for FY 2015-2019 is included with the resolution.

Additionally, at the December 16, 2014 City Council meeting, staff will be presenting the results of the Comprehensive Water and Sewer master plan, which includes infrastructure capital projects and the impact those costs will have on the existing rates. There is a rate study as a part of the master plan, which allocates a greater part of the rate structure to fixed costs and makes rate recommendations to pay for the future projects.

Financial Impact

The pass through of the current TRA water and sewer rate increases generates sufficient coverage to offset the increase in TRA rates for treated water and sewer costs.

Recommendation

Approve

Attachments

1. FY 2015 -2019 plan with no TRA pass through rate increase - Exhibit A
2. FY 2015 -2019 plan with TRA pass through rate increase - Exhibit B
3. Ordinance O-89-741
4. Ordinance O-11-1788
5. FY 2015 rate comparison of surrounding cities
6. Resolution R-14-3808

FIVE YEAR PROJECTION OF UTILITY FUND EXPENSES/COVERAGE FY 2015 - FY 2019
TIERED WATER RATES AND PASS THROUGH OF TRA RATE INCREASES

EXHIBIT A

ASSUMPTIONS: 70 NEW WATER/SEWER CUSTOMERS ANNUALLY
 4.5% WATER CONSUMPTION REDUCTION BEGINNING IN FY 2014/ NO ADDITIONAL REDUCTION IN FY 2015 AND 2016
 MINIMUM RATE \$3.85 - MAXIMUM RATE OVER 50,000 GALLONS - \$6.09 (58% DIFFERENTIAL BETWEEN MINIMUM AND MAXIMUM RATES)

FISCAL YEAR	2014	2015	2016	2017	2018	2019
AVERAGE ANNUAL WATER CUSTOMERS	9,436	9,506	9,576	9,646	9,716	9,786
AVERAGE MONTHLY USAGE	21,168	21,168	21,168	21,168	21,168	21,168
AMOUNT DERIVED FROM MINIMUM BILL	\$1,442,576	\$1,453,277	\$1,438,698	\$1,449,215	\$1,459,732	\$1,470,249
AMOUNT DERIVED FROM VOLUME CHARGE	\$8,929,074	\$8,996,042	\$9,063,512	\$9,131,489	\$9,199,975	\$9,268,975
AVERAGE ANNUAL SEWER CUSTOMERS	8,739	8,809	8,879	8,949	9,019	9,089
AVERAGE MONTHLY USAGE	10,100	10,100	10,100	10,100	10,100	10,100
AMOUNT DERIVED FROM MINIMUM BILL	\$1,042,388	\$1,050,738	\$978,111	\$985,822	\$993,533	\$1,001,244
AMOUNT DERIVED FROM VOLUME CHARGE	\$2,412,383	\$2,106,338	\$2,123,075	\$2,139,813	\$2,156,551	\$2,173,289
OPERATING REVENUE:						
WATER SALES	\$10,371,650	\$10,449,319	\$10,502,211	\$10,580,704	\$10,659,707	\$10,739,223
CUMULATIVE TRA PASS-THROUGH WATER RATE INCREASE	\$0	\$0	\$0	\$0	\$0	\$0
WATER MINIMUM BILL TRA PASS THROUGH ON 2,000 GALLONS	\$0	\$0	\$0	\$0	\$0	\$0
SEWER CHARGES	\$3,454,771	\$3,157,075	\$3,101,186	\$3,125,635	\$3,150,084	\$3,174,533
CUMULATIVE TRA PASS-THROUGH SEWER RATE INCREASE	\$0	\$0	\$0	\$0	\$0	\$0
SEWER MINIMUM BILL TRA PASS THROUGH ON 2,000 GALLONS	\$0	\$0	\$0	\$0	\$0	\$0
WATER INSTALLATION	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000
SEWER INSTALLATION	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
ENGINEERING AND DEVELOPMENT	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
PENALTY	\$207,396	\$204,096	\$204,051	\$205,595	\$207,147	\$208,706
SEWER TIE ON REVENUE	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
MISC REVENUE	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000
TOTAL OPERATING REVENUE	\$14,084,817	\$13,861,490	\$13,858,448	\$13,962,934	\$14,067,938	\$14,173,463
OPERATING EXPENSES:						
SUPPORT	\$1,060,731	\$1,101,132	\$1,123,155	\$1,145,618	\$1,168,530	\$1,191,901
BILLING	\$386,616	\$381,081	\$388,703	\$396,477	\$404,406	\$412,494
WATER OPERATIONS	\$563,560	\$587,470	\$599,219	\$611,204	\$623,428	\$635,896
WASTEWATER OPERATIONS	\$335,597	\$279,959	\$285,558	\$291,269	\$297,095	\$303,037
TRA WATER	\$6,755,127	\$7,126,168	\$7,622,683	\$8,026,293	\$8,485,012	\$8,873,871
TRA SEWER	\$2,290,342	\$2,428,479	\$2,656,331	\$2,898,535	\$3,099,602	\$3,269,730
OPERATING TRANSFER	\$1,037,213	\$1,115,969	\$1,088,512	\$1,088,272	\$1,096,507	\$1,104,783
TOMORROW FUND REPAYMENT	\$44,286	\$44,286	\$44,286	\$44,286	\$44,286	\$44,286
NON-DEPARTMENTAL	\$292,868	\$305,133	\$311,236	\$317,460	\$323,810	\$330,286
WATER / WASTEWATER LINE RENEWALS	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
TOTAL OPERATING EXPENSES	\$13,016,340	\$13,619,676	\$14,369,682	\$15,069,414	\$15,792,676	\$16,416,284
OPERATING INCOME	\$1,068,477	\$241,814	-\$511,235	-\$1,106,480	-\$1,724,738	-\$2,242,821
PLUS NON-OPERATING REVENUE (INT INC)	\$20,300	\$20,300	\$20,300	\$20,300	\$20,300	\$20,300
SEWER IMPACT FEE (TRA PORTION)	\$0	\$0	\$0	\$0	\$0	\$0
NET INCOME	\$1,088,777	\$262,114	-\$490,935	-\$1,086,180	-\$1,704,438	-\$2,222,521
ANNUAL DEBT SERVICE						
2004 REFUNDING SERIES	\$198,673	\$0	\$0	\$0	\$0	\$0
2010 REFUNDING BOND ISSUE	\$620,500	\$490,100	\$365,325	\$359,900	\$157,325	
ANNUAL DEBT SERVICE	\$819,173	\$490,100	\$365,325	\$359,900	\$157,325	\$0
AMOUNT AVAILABLE FOR COVERAGE RATIO	\$1,088,777	\$262,114	-\$490,935	-\$1,086,180	-\$1,704,438	-\$2,222,521
AMOUNT NEEDED FOR COVERAGE RATIO	\$983,008	\$588,120	\$438,390	\$431,880	\$188,790	\$0
AMOUNT OVER/(UNDER) DEBT SERVICE AND 1.20 COVERAGE RATIO	\$105,770	-\$326,006	-\$929,325	-\$1,518,060	-\$1,893,228	-\$2,222,521
AMOUNT AVAILABLE FOR CIP/REHAB	\$105,770	-\$326,006	-\$929,325	-\$1,518,060	-\$1,893,228	-\$2,222,521
TARGET COVERAGE RATIO	1.20	1.20	1.20	1.20	1.20	N/A
ACTUAL COVERAGE RATIO	1.33	0.53	(1.34)	(3.02)	(10.83)	N/A
TARGET DAYS OF WORKING CAPITAL						
ACTUAL DAYS OF WORKING CAPITAL						
PASS THROUGH TRA RATE INCREASES						
ANNUAL PASS THROUGH TRA WATER INCREASE - PER 1,000 GALLON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CUMULATIVE TRA RATE INCREASE FROM CURRENT RATES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ANNUAL PASS THROUGH TRA SEWER INCREASE - PER 1,000 GALLON	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CUMULATIVE TRA RATE INCREASE FROM CURRENT RATES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FIVE YEAR PROJECTION OF UTILITY FUND EXPENSES/COVERAGE FY 2015 - FY 2019
TIERED WATER RATES AND PASS THROUGH OF TRA RATE INCREASES

EXHIBIT B

ASSUMPTIONS: 70 NEW WATER/SEWER CUSTOMERS ANNUALLY

4.5% WATER CONSUMPTION REDUCTION BEGINNING IN FY 2014/ NO ADDITIONAL REDUCTION IN FY 2015 AND 2016

MINIMUM RATE \$4.12 - MAXIMUM RATE OVER 50,000 GALLONS - \$6.36 (54% DIFFERENTIAL BETWEEN MINIMUM AND MAXIMUM RATES)

FISCAL YEAR	2014	2015	2016	2017	2018	2019
AVERAGE ANNUAL WATER CUSTOMERS	9,436	9,506	9,576	9,646	9,716	9,786
AVERAGE MONTHLY USAGE	21,168	21,168	21,168	21,168	21,168	21,168
AMOUNT DERIVED FROM MINIMUM BILL	\$1,442,576	\$1,453,277	\$1,438,698	\$1,449,215	\$1,459,732	\$1,470,249
AMOUNT DERIVED FROM VOLUME CHARGE	\$8,929,074	\$8,996,042	\$9,063,512	\$9,131,489	\$9,199,975	\$9,268,975
AVERAGE ANNUAL SEWER CUSTOMERS	8,739	8,809	8,879	8,949	9,019	9,089
AVERAGE MONTHLY USAGE	10,100	10,100	10,100	10,100	10,100	10,100
AMOUNT DERIVED FROM MINIMUM BILL	\$1,042,388	\$1,050,738	\$978,111	\$985,822	\$993,533	\$1,001,244
AMOUNT DERIVED FROM VOLUME CHARGE	\$2,412,383	\$2,106,338	\$2,123,075	\$2,139,813	\$2,156,551	\$2,173,289

OPERATING REVENUE:

WATER SALES	\$10,371,650	\$10,449,319	\$10,502,211	\$10,580,704	\$10,659,707	\$10,739,223
CUMULATIVE TRA PASS-THROUGH WATER RATE INCREASE	\$0	\$585,189	\$982,498	\$1,297,580	\$1,661,436	\$1,963,463
WATER MINIMUM BILL TRA PASS THROUGH ON 2,000 GALLONS	\$0	\$61,599	\$103,421	\$136,587	\$174,888	\$206,680
SEWER CHARGES	\$3,454,771	\$3,157,075	\$3,101,186	\$3,125,635	\$3,150,084	\$3,174,533
CUMULATIVE TRA PASS-THROUGH SEWER RATE INCREASE	\$0	\$93,023	\$255,715	\$429,552	\$571,444	\$689,310
SEWER MINIMUM BILL TRA PASS THROUGH ON 2,000 GALLONS	\$0	\$23,256	\$63,929	\$107,388	\$142,861	\$172,327
WATER INSTALLATION	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000
SEWER INSTALLATION	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
ENGINEERING AND DEVELOPMENT	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
PENALTY	\$207,396	\$214,269	\$222,624	\$231,502	\$240,640	\$248,498
SEWER TIE ON REVENUE	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
MISC REVENUE	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000
TOTAL OPERATING REVENUE	\$14,084,817	\$14,634,731	\$15,282,583	\$15,959,948	\$16,652,060	\$17,245,035

OPERATING EXPENSES:

SUPPORT	\$1,060,731	\$1,101,132	\$1,123,155	\$1,145,618	\$1,168,530	\$1,191,901
BILLING	\$386,616	\$381,081	\$388,703	\$396,477	\$404,406	\$412,494
WATER OPERATIONS	\$563,560	\$587,470	\$599,219	\$611,204	\$623,428	\$635,896
WASTEWATER OPERATIONS	\$335,597	\$279,959	\$285,558	\$291,269	\$297,095	\$303,037
TRA WATER	\$6,755,127	\$7,126,168	\$7,622,683	\$8,026,293	\$8,485,012	\$8,873,871
TRA SEWER	\$2,290,342	\$2,428,479	\$2,656,331	\$2,898,535	\$3,099,602	\$3,269,730
OPERATING TRANSFER	\$1,037,213	\$1,115,969	\$1,142,769	\$1,187,329	\$1,234,678	\$1,283,414
TOMORROW FUND REPAYMENT	\$44,286	\$44,286	\$44,286	\$44,286	\$44,286	\$44,286
NON-DEPARTMENTAL	\$292,868	\$305,133	\$311,236	\$317,460	\$323,810	\$330,286
WATER / WASTEWATER LINE RENEWALS	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
TOTAL OPERATING EXPENSES	\$13,016,340	\$13,619,676	\$14,423,939	\$15,168,471	\$15,930,846	\$16,594,915
OPERATING INCOME	\$1,068,477	\$1,015,054	\$858,644	\$791,477	\$721,213	\$650,120
PLUS NON-OPERATING REVENUE (INT INC)	\$20,300	\$20,300	\$20,300	\$20,300	\$20,300	\$20,300
NET INCOME	\$1,088,777	\$1,035,354	\$878,944	\$811,777	\$741,513	\$670,420

2004 REFUNDING SERIES	\$198,673	\$0	\$0	\$0	\$0	\$0
2010 REFUNDING BOND ISSUE	\$620,500	\$490,100	\$365,325	\$359,900	\$157,325	
ANNUAL DEBT SERVICE	\$819,173	\$490,100	\$365,325	\$359,900	\$157,325	\$0
AMOUNT AVAILABLE FOR COVERAGE RATIO	\$1,088,777	\$1,035,354	\$878,944	\$811,777	\$741,513	\$670,420
AMOUNT NEEDED FOR COVERAGE RATIO	\$983,008	\$588,120	\$438,390	\$431,880	\$188,790	\$0
AMOUNT OVER/(UNDER) DEBT SERVICE AND 1.20 COVERAGE RATIO	\$105,770	\$447,234	\$440,554	\$379,897	\$552,723	\$670,420
AMOUNT AVAILABLE FOR CIP/REHAB	\$105,770	\$447,234	\$440,554	\$379,897	\$552,723	\$670,420
TARGET COVERAGE RATIO	1.20	1.20	1.20	1.20	1.20	N/A
ACTUAL COVERAGE RATIO	1.33	2.11	2.41	2.26	4.71	N/A

PASS THROUGH TRA RATE INCREASES

ANNUAL PASS THROUGH TRA WATER INCREASE - PER 1,000 GALLONS	\$0.00	\$0.27	\$0.18	\$0.14	\$0.16	\$0.13
CUMULATIVE TRA RATE INCREASE FROM CURRENT RATES	\$0.00	\$0.27	\$0.45	\$0.59	\$0.75	\$0.88
ANNUAL PASS THROUGH TRA SEWER INCREASE - PER 1,000 GALLONS	\$0.00	\$0.11	\$0.19	\$0.20	\$0.16	\$0.13
CUMULATIVE TRA RATE INCREASE FROM CURRENT RATES	\$0.00	\$0.11	\$0.30	\$0.50	\$0.66	\$0.79

Posted
8-11-89
4:30 p.m.
Lvj

ORDINANCE 0-89-741

AN ORDINANCE AMENDING SECTION 3A AND 3B OF THE WATER AND SEWER POLICY PROCEDURAL MANUAL OF THE CITY OF COLLEYVILLE BY INCREASING THE WATER RATES CHARGED; PROVIDING FOR DIFFERENT WATER RATES BETWEEN IN-CITY AND OUT-OF-CITY CUSTOMERS; INCREASING SEWER RATES; ADOPTING FINANCIAL MANAGEMENT GUIDELINES FOR THE WATER AND SEWER UTILITY FUND; CREATING A SEPARATE REVENUE ACCOUNT FOR PENALTIES PAID IN DELINQUENT UTILITY BILLS; AUTHORIZING GUIDELINES FOR INTERFUND TRANSFERS AND CHARGES; REQUIRING CHARGES FOR WATER AND SEWER SERVICES BE CHARGED FOR CITY DEPARTMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council did authorize a Water and Wastewater Rate Study, and

WHEREAS, said rate study offered specific recommendations to provide for a financially viable Utility Fund without adding unnecessarily to the burden of the ad valorem tax payer, including but not limited to the repair and use of public streets and rights of way, and

WHEREAS, the City Council desires to implement water and sewer rates and policies which are deemed to be in the best interest of the City,

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

Sec. 1. THAT Section 3A of the Water and Sewer Policy Procedural Manual for the City of Colleyville, Texas, which is "Appendix A" to Chapter 11 of the Colleyville Code be amended to read as follows:

"A. The following monthly rates shall be charged for water:

Rates For In-City Customers:

1. Minimum for month for first 2,000 gallons ..\$12.00
2. All usage over 2,000 gallons.....\$ 2.00
per 1,000 gallons

Rates for Out-City Customers:

1. Minimum for month for first 2,000 gallons ..\$16.00
2. All usage over 2,000 gallons.....\$ 2.00
per 1,000 gallons

1
2
3 Sec. 2. THAT Section 3B(1) through (3) of the Water
4 and Sewer Policy Procedural Manual for the City
5 of Colleyville, Texas, which is "Appendix A" to
6 Chapter 11 of the Colleyville Code be amended to
7 read as follows:

8
9 "(1) A monthly charge shall be charged to all
10 customers in the amount of \$8.60 per residential
11 or business occupancy.

12
13 (2) A monthly volume charge shall also be charged
14 to all customers in the amount of \$.90 per 1,000
15 gallons of water used over and above 2,000 gallons
16 minimum waste water produced, as more specifically
17 set forth hereinafter.

18
19 The monthly volume charge for residential class
20 customers will be based on the individual customer's
21 average monthly water use during the preceding winter
22 quarter months of December, January and February,
23 without limitation. Said average monthly water
24 use shall be averaged to the nearest 1,000 gallons
25 (breaking point being 500). The volumes used to
26 compute these charges are based on the amount of
water used by the residential class customers as
measured by the water meter. Where no preceding
winter quarter average is available from records,
the Director of Public Works shall estimate a volume
to be used for this monthly volume charge.

(3) The monthly service charge shall also be charged
to all customers in the amount of \$8.60 per unit
for multi-family resident occupancy.

A monthly volume charge shall also be charged to
all multi-family residences per unit in the amount
of \$.90 per 1,000 gallons of water used, or wastewater
produced computed upon the same basis as set out
in part (2) hereof."

20 Sec. 3. THAT the Financial Management Guidelines as identified
21 in the "Water and Wastewater Rate Study" compiled
22 by Charles Binford, Financial Management Consultant,
23 June, 1989 is hereby adopted by reference identified
24 as Exhibit A Ordinance 0-89-741 and apart hereof.

25 Sec. 4. THAT a separate revenue account is established in
26 the Water and Sewer Utility Enterprise Fund to account
for penalties on delinquent utility bills.

1
2
3 Sec. 5. THAT a payment-in-lieu-of-tax (PILOT) shall be paid
4 by the Water and Sewer Utility Fund to the General
5 Fund. PILOT shall be paid to the General Fund during
6 the last quarter of each fiscal year. The amount
of the PILOT to be paid will be determined by applying
the current tax rate to the net value of the utility
system as of September 30 of the preceding fiscal
year.

7 Sec. 6. THAT a franchise tax shall be charged and paid by
8 the Water and Sewer Utility Fund to the General
9 Fund. Said Franchise Tax shall be paid to the General
10 Fund during the last quarter of each fiscal year.
The amount of the Franchise tax shall be two percent
(2%) of operating revenue as of September 30 of
the preceding fiscal year.

11 Sec. 7. THAT an Operating Transfer shall be paid from the
12 Water and Sewer Utility Fund to the General Fund
13 for Administrative services provided the Water and
14 Sewer Utility Fund by the General Fund. Said transfer
shall be made during the last quarter of the fiscal
year. The amount of the Administrative Services
Transfer shall be four percent (4%) of the operating
revenues as of September 30 of the preceding fiscal
year.

15 Sec. 8. THAT the City Council may, by Resolution increase
16 rates proportionately to pass through direct increases
originated by the Trinity River Authority for water
delivery or sewer treatment charges.

17 Sec. 9. THAT all Departments of the City shall be metered
18 and billed for water consumption and sewer service
provided.

19 Sec. 10. THAT the above change in water and sewer rates shall
be effective October 1, 1989.

20 AND IT IS SO ORDERED.

21 The first reading and public hearing being conducted on the
22 15th day of August, 1989.

The second reading and public hearing being conducted on
the 5th day of September, 1989.

23 The third reading and public hearing being conducted on the
19th day of September, 1989.

24 CITY OF COLLEYVILLE

25 

26 CHRIS HAWKINS
Mayor

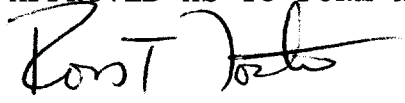
EXHIBIT A ORDINANCE 0-89-741

Ordinance 0-89-741
Page 4

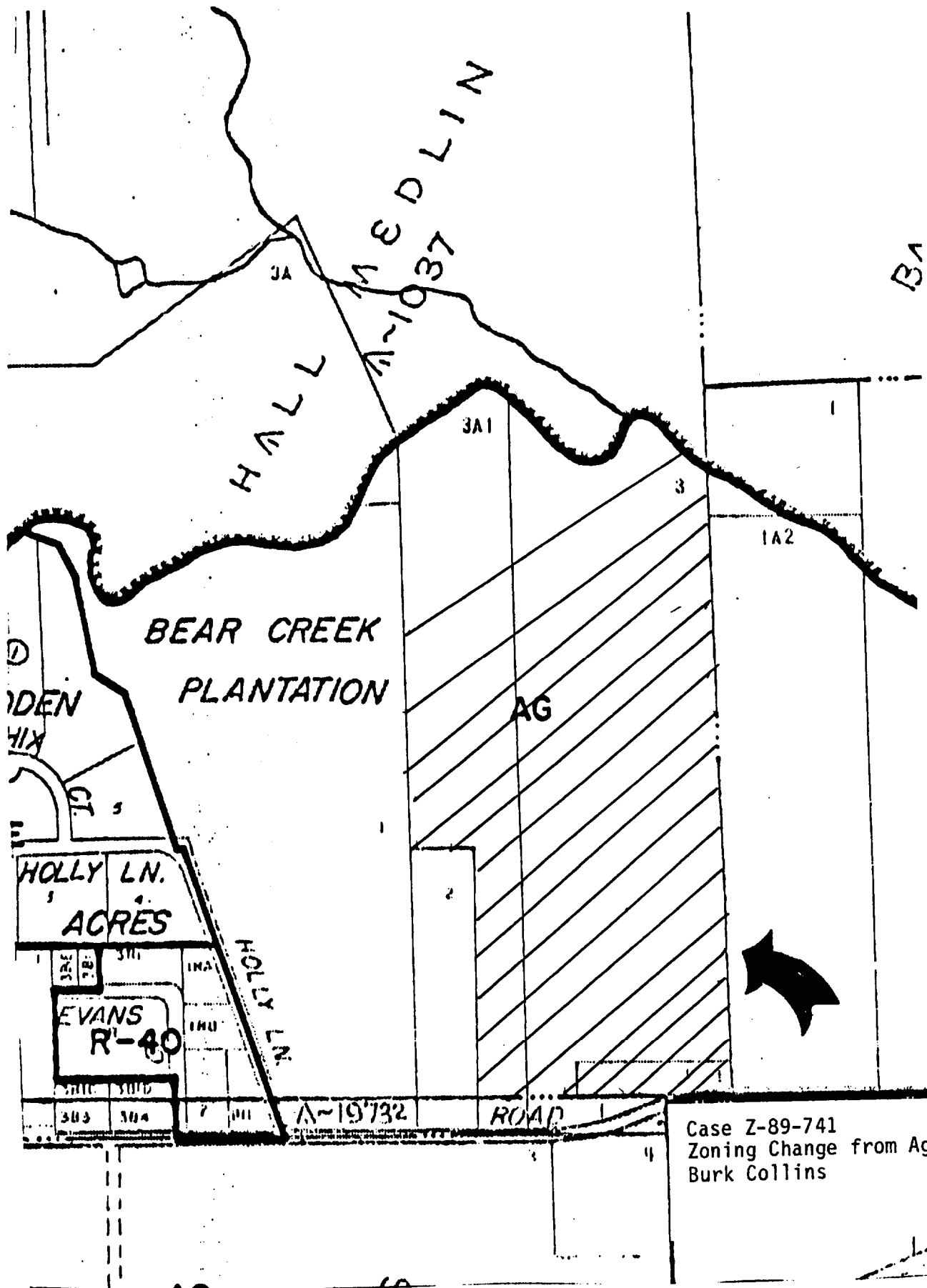
ATTEST:


LAVADA JOHNSON
City Secretary

APPROVED AS TO FORM AND LEGALITY:


ROSS T. FOSTER
City Attorney

L/A/5



Case Z-89-741
Zoning Change from Ag to R-20
Burk Collins

FINANCIAL MANAGEMENT GUIDELINES

As a frame of reference in reviewing the statistical information presented in this report, and as a means of ensuring the financial integrity of the Utility Enterprise Fund, it is recommended that the City Council adopt the following as financial management guidelines:

1. Gross revenues of the Utility Enterprise Fund shall be sufficient during each and every fiscal year period to pay all maintenance and operating expenses, debt service on all outstanding indebtedness payable by the Fund, depreciation expense, and other non-operating expenses.

Retained earnings and working capital balances available from prior years shall not be used as a means of satisfying this requirement.

2. Net income before depreciation and other non-operating expenses shall equal to at least 1.2 times the average annual debt service requirement on all outstanding indebtedness secured by a pledge of Utility Fund revenues.

The two guidelines listed above are considered to be existing legal requirements as stipulated in the City's Revenue Bond Ordinances. The following guidelines are not legal requirements, but are recommended as reasonable and prudent means to ensure that cash flow needs of the Utility Fund are met and to provide a continuing program to monitor the financial status of the Fund.

3. The working capital balance in the Utility Enterprise Fund at the end of each fiscal year shall be equal to at least 60 days of operation.

4. The City shall develop and maintain accurate cash flow projections to ensure that sufficient funds are available at all times to pay current obligations of the Utility Enterprise Fund, and to ensure that available cash is invested to the fullest extent possible.

5. All assumptions and projections concerning Utility Fund revenues and expenses, including those contained in this report, shall be reviewed on at least an annual basis (probably during the annual budget process) to ensure the adequacy of existing water and sewer rates.

6. Utility Fund revenues and expenses shall be formally monitored on at least a quarterly basis to ensure that budget estimates are still valid.

ORDINANCE O-11-1788

AMENDING SECTION 1, SECTION 2 AND SECTION 8 OF ORDINANCE O-89-741 AND SECTIONS 3A AND 3B OF THE WATER AND SEWER POLICY AND PROCEDURE MANUAL OF THE CITY OF COLLEYVILLE BY INCREASING THE MINIMUM WATER BILL AND THE MINIMUM SEWER BILL TO INCORPORATE TRINITY RIVER AUTHORITY (TRA) RATE INCREASES ON THE FIRST 2,000 GALLONS OF WATER USAGE INCLUDED IN THE MINIMUM WATER BILL AND THE FIRST 2,000 GALLONS OF SEWER USAGE INCLUDED IN THE MINIMUM SEWER BILL AND PROVIDING FOR FUTURE TRA RATE INCREASES TO ALSO BE PASSED THROUGH ON THE WATER AND SEWER MINIMUM BILL USAGE

WHEREAS, the City Council desires to implement water and sewer rates, which will provide for a financially viable Utility Fund; 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 Section 1 of Ordinance O-89-741 and Section 3A of the Water and Sewer Policy and Procedure Manual of the City of Colleyville, Texas, which is "Appendix A" to Chapter 11 of the Colleyville Code be amended to read as follows:

Water Rates for In-City Customers:

Minimum per month charge	\$12.10
All usage over 2,000 gallons	\$3.48 per 1,000 gallons

Water Rates for Out-of-City Customers:

Minimum per month charge	\$16.10
All usage over 2,000 gallons	\$3.48 per 1,000 gallons

Sec. 3. THAT Section 2 of Ordinance O-89-741 and Section 3B (2) of the Water and Sewer Policies and Procedure Manual for the City of Colleyville, Texas, which is "Appendix A" to Chapter 11 of the Colleyville Code be amended to read as follows:

(1) A minimum monthly sewer charge shall be charged to all customers in the amount of \$8.80 per residence or business occupancy.

(2) A monthly sewer volume charge shall also be charged to all customers in the amount of \$2.17 per 1,000 gallons of water used over and above 2,000 gallons minimum sewer produced, as more specifically set forth hereinafter. The sewer volume charge for residential customers will be based upon the individual customer's average monthly water use during the nearest 1,000 gallons (breaking point being 500). The volumes used to calculate these sewer charges are based upon the amount of water used by the residential class customer as measured by the water meter. Where no preceding winter quarter average is available from records, a volume of 7,000 gallons shall be used for this volume charge.

Sec. 3 THAT Section 8 of Ordinance O-89-741 be amended to read as follows:

The City Council may by Resolution increase water and sewer rates to pass through direct rate increases, originated by the Trinity River Authority, on a per 1,000 gallons basis for water delivery or sewer treatment charges on all water and sewer gallons billed and those gallons of usage included in the water and sewer minimum bill.

Sec. 4. THAT the effective date for this ordinance shall be February 1, 2011.

AND IT IS SO ORDERED.

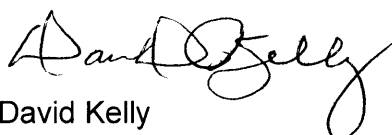
The first reading and public hearing being conducted on the 4th day of January 2011.

The second reading and public hearing being conducted on the 18th day of January 2011.

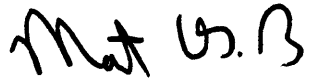
ATTEST:


Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE


David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

A handwritten signature in black ink, appearing to read "Mat C.G. Boyle". The signature is stylized with a large "M" and a cursive "C.G. Boyle".

Matthew C.G. Boyle
City Attorney

WATER AND SEWER RATE COMPARISON OF SURROUNDING CITIES

WATER RATE COMPARISON OF SURROUNDING CITIES

CITY	MINIMUM BILL	# OF GALLONS IN MINIMUM BILL	BILL FOR 2,000 GALS	RATE PER 1,000 GALS	CUSTOMER BILL 10,000 GALS	CUSTOMER BILL 15,000 GALS	CUSTOMER BILL 20,000 GALS
BEDFORD	\$18.92	0	\$25.14	\$3.11	\$50.02	\$65.57	\$81.12
EULESS **	\$8.45	0	\$14.39	\$4.28 ^^	\$45.59	\$69.08	\$94.44
GRAPEVINE	\$11.51	2,000	\$11.51	\$3.23	\$37.35	\$53.50	\$69.65
HURST	\$15.42	2,000	\$15.42	\$6.20	\$65.02	\$96.02	\$127.02
KELLER **	\$16.88	0	\$20.98	\$3.26 ^^	\$46.74	\$64.44	\$82.14
NORTH RICHLAND HILLS **	\$10.00	2,000	\$10.00	\$4.43 ^^	\$45.44	\$67.59	\$89.74
SOUTHLAKE **	\$28.35	2,000	\$28.35	\$3.62 ^^	\$54.99	\$74.24	\$93.49
AVERAGE (0-20,000 GALLONS)	\$15.65		\$17.97	\$4.02	\$49.31	\$70.06	\$91.09
COLLEYVILLE CURRENT ~	\$12.74	2,000	\$12.74	\$3.85 ^^	\$43.54	\$62.79	\$82.04
VARIANCE IN RATES	(\$2.91)		(\$5.23)	(\$0.17)	(\$5.77)	(\$7.27)	(\$9.05)
AVERAGE	\$15.65		\$17.97	\$4.02	\$49.31	\$70.06	\$91.09
COLLEYVILLE 2015 TRA PASS THROUGH <<	\$13.28	2,000	\$13.28	\$4.12 ^^	\$46.24	\$66.84	\$87.44
VARIANCE IN RATES	(\$2.37)		(\$4.69)	\$0.10	(\$3.07)	(\$3.22)	(\$3.65)

** TIERED WATER RATES ARE IN EFFECT IN THE FOLLOWING CITIES:

** EULESS' WATER RATE IS \$2.97 FOR 0 TO 2,000 GALLONS, \$3.90 FOR 3,001 TO 8,000 GALLONS, \$4.47 FOR 9,000 TO 15,000 GALLONS, \$5.00 FOR 16,000 TO 35,000 GALLONS, AND \$5.60 FOR ALL USAGE ABOVE 35,000 GALLONS

** KELLER'S WATER RATE IS \$2.05 FOR 0 TO 2,000 GALLONS, \$3.22 FOR 2,000 TO 10,000 GALLONS, \$3.54 FOR 10,001 TO 20,000 GALLONS, \$3.97 FOR 20,001 TO 25,000 GALLONS, \$5.08 FOR 25,000 TO 40,000 GALLONS, AND \$5.51 FOR ALL USAGE ABOVE 40,000 GALLONS

** NORTH RICHLAND HILLS' WATER RATE IS \$4.43 FOR 2,000 TO 22,440 GALLONS AND \$4.49 FOR ALL USAGE ABOVE 22,440 GALLONS

** SOUTHLAKE'S WATER RATE IS \$3.33 FOR 2,000 TO 10,000 GALLONS, \$3.85 FOR 10,001 TO 25,000 GALLONS AND \$4.12 FOR 25,000 TO 40,000, AND \$4.64 FOR ALL USAGE ABOVE 40,000 GALLONS

~ COLLEYVILLE'S WATER RATE IS \$3.85 FOR 2,000 TO 20,000 GALLONS, \$4.41 FOR 20,001 TO 30,000 GALLONS \$4.97 FOR 30,001 TO 40,000 GALLONS, \$5.53 FOR 40,001 TO 50,000, AND \$6.09 FOR ALL USAGE ABOVE 50,000 GALLONS

^^ RATES SHOWN ARE THE AVERAGE OF THE TIERED RATE USAGE OF 0-20,000 GALLONS

<< COLLEYVILLE PROPOSED INCLUDES PASS THROUGH OF TRA RATE INCREASE PER 1,000 GALLONS OF WATER USAGE (\$.27) ON ALL GALLONS OF USAGE, INCLUDING THE FIRST 2,000 GALLONS INCLUDED IN THE MINIMUM BILL

SEWER RATE COMPARISON OF SURROUNDING CITIES

CITY	MINIMUM BILL	# OF GALS IN MINIMUM BILL	BILL FOR 2,000 GALS	RATE PER 1,000 GALS	WINTER AVERAGE BILLED	CUSTOMER BILL 10,000 GALS
BEDFORD	\$11.21	0	\$15.41	\$2.10	Y	\$32.21
EULESS	\$7.75	0	\$14.41	\$3.33	N	\$41.05
GRAPEVINE	\$9.20	2,000	\$9.20	\$3.85	Y	\$40.00
HURST	\$11.16	0	\$18.34	\$3.59	Y	\$47.06
KELLER	\$11.85	0	\$18.45	\$3.30	Y	\$44.85
N RICHLAND HILLS	\$8.39	0	\$13.31	\$2.46	Y	\$32.99
SOUTHLAKE	\$26.16	2,000	\$26.16	\$3.00	N	\$50.16
AVERAGE	\$12.25		\$16.47	\$3.09	Y	\$41.19
COLLEYVILLE CURRENT	\$9.94	2,000	\$9.94	\$2.84	Y	\$32.66
VARIANCE IN RATES	(\$2.31)		(\$6.53)	(\$0.25)		(\$8.53)
AVERAGE	\$12.25		\$16.47	\$3.09	Y	\$41.19
COLLEYVILLE 2015 TRA PASS THROUGH <<	\$10.16	2,000	\$10.16	\$2.95	Y	\$33.76
VARIANCE IN RATES	(\$2.09)		(\$6.31)	(\$0.14)		(\$7.43)

* COLLEYVILLE PROPOSED INCLUDES PASS THROUGH OF TRA RATE INCREASE PER 1,000 GALLONS OF SEWER USAGE (\$1.11) ON ALL GALLONS OF USAGE, INCLUDING THE FIRST 2,000 GALLONS INCLUDED IN THE MINIMUM BILL

RESOLUTION R-14-3808

A RESOLUTION PASSING THROUGH A WATER AND SEWER RATE INCREASE FROM THE TRINITY RIVER AUTHORITY TO THE CITY OF COLLEYVILLE

WHEREAS, for Fiscal Year 2015, the Trinity River Authority has increased the cost per thousand gallons of treated water by \$.27 and increased the cost per thousand gallons of treated sewer by \$.11 to the City of Colleyville; and

WHEREAS, under Ordinance O-89-741, as amended by Ordinance O-11-1788, the City Council may, by Resolution, increase rates proportionately to pass through direct increases by Trinity River Authority for water delivery charges or sewer treatment charges; and

WHEREAS, Trinity River Authority provides a five-year rate projection of cost per thousand gallons for treated water and treated sewer, which will impact future water and sewer rates.

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

Sec. 1. THAT as permitted by Section 8 of Ordinance O-89-741, as amended by Ordinance O-11-1788, the City Council may by Resolution increase water and sewer rates to pass through direct rate increases, originated by the Trinity River Authority, on a per 1,000 gallons basis for water delivery or sewer treatment charges on all water and sewer gallons billed and those gallons of usage included in the water and sewer minimum bill with the implementation of tiered water rates and the increase per 1,000 gallons shall be passed on to each of the tiers.

THAT Section 3A of the Water and Sewer Policy and Procedure Manual of the City of Colleyville, Texas, which is "Appendix A" to Chapter 11 of the Colleyville Code be amended to read as follows: Water Rates for In-City Customers:

Minimum per month charge	\$13.28
Usage-2,001 gallons to 20,000 gallons	\$4.12 per 1,000 gallons
Usage-20,001 gallons to 30,000 gallons	\$4.68 per 1,000 gallons

Usage-30,001 gallons to 40,000 gallons	\$5.24 per 1,000 gallons
Usage-40,001 gallons to 50,000 gallons	\$5.80 per 1,000 gallons
Usage over 50,000 gallons	\$6.36 per 1,000 gallons

Water Rates for Out-of-City Customers:

Minimum per month charge	\$17.28
Usage-2,001 gallons to 20,000 gallons	\$4.12 per 1,000 gallons
Usage-20,001 gallons to 30,000 gallons	\$ 4.68 per 1,000 gallons
Usage-30,001 gallons to 40,000 gallons	\$5.24 per 1,000 gallons
Usage-40,001 gallons to 50,000 gallons	\$5.80 per 1,000 gallons
Usage over 50,000 gallons	\$6.36 per 1,000 gallons

- Sec. 2. THAT for all customer classes, the rate per thousand gallons of sewer, for all usage greater than 2,000 and the first 2,000 gallons of usage included in the minimum sewer bill, shall increase from \$2.84 to \$2.95 and the minimum sewer bill shall be \$10.16 effective December 1, 2014.
- Sec. 3. THAT Exhibit "A" displays the Trinity River Authority's five-year rate projection of cost per thousand gallons for treated water and treated sewer by fiscal year to provide an awareness of the impact on future water and sewer rates.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 18TH DAY OF NOVEMBER 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Mike Taylor
Mayor Pro Tem

Exhibit "A"

Trinity River Authority's Five-Year Projected Water Rate Cost by Fiscal Year (per 1,000 gallons)

Fiscal Year 2015	\$2.91
Fiscal Year 2016	\$3.09
Fiscal Year 2017	\$3.23
Fiscal Year 2018	\$3.39
Fiscal Year 2019	\$3.52

Trinity River Authority's Five-Year Projected Sewer Rate Cost by Fiscal Year (per 1,000 gallons)

Fiscal Year 2015	\$2.23
Fiscal Year 2016	\$2.42
Fiscal Year 2017	\$2.62
Fiscal Year 2018	\$2.78
Fiscal Year 2019	\$2.91



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7

Agenda Date 11/18/2014

Type Report

Department City Secretary

Title

Senior Center Advisory Committee Meeting Minutes - July 17, 2014

Planning and Zoning Commission Meeting Minutes - September 8, 2014

Attachments

1. Senior Center Advisory Committee Meeting Minutes - July 17, 2014
2. Planning and Zoning Commission Meeting Minutes - September 8, 2014



City of Colleyville

Senior Center Advisory Committee Minutes

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

Thursday, July 17, 2014
1:30 p.m.

Senior Center
2512 Glade Road

1. CALL TO ORDER

Chairperson Debra Minea called the regular meeting of the Colleyville Senior Advisory Committee to order on July 17, 2014, at 1:34 p.m.

Roll Call: Present Chairperson Debra Minea, Committee members Denise LaPosta, Charna Gray, Molly Skinner; Library and Recreation Director Mary Rodne, Recreation and City Events Manager Lisa Escobedo, Recreation Specialist Cody Ashton, Assistant City Manager/Chief Financial Officer Terry Leake, and Administrative Assistant Kathy Moore

Absent Committee members Heath Dowell, Anna King, and Donna Bertram

2. APPROVAL OF MINUTES

October 17, 2013

January 6, 2014 - Joint Worksession

Committee Member Molly Skinner moved to approve the October 17, 2013 meeting minutes and the January 6, 2014 Joint Worksession minutes as written. Denise LaPosta seconded the motion. The motion carried with a unanimous vote.

3. REGULAR AGENDA ITEMS

3a Update on the Colleyville Senior Center Project Study

Library and Recreation Director Mary Rodne provided an overview of the Senior Center Project Study, stating that Aaron Babcock with Hidell Associates Architects presented the project proposal at Pre Council on February 4, 2014. City Council directed staff to work with Babcock on phasing options for the project; phasing options were presented for consideration at the City Council Worksession held on May 28, 2014. Rodne stated that Council wanted to review all the proposed projects to be funded through CEDC funds before making any decisions.

Assistant City Manager/Chief Financial Officer Terry Leake stated that the majority of the funding for the project comes from the Colleyville Economic Development Corporation (CEDC), and that there are other projects being considered for this

funding. Debra Minea questioned what projects were being considered. Leake replied that there were several trail projects, along with improvements to the Colleyville Center that were under consideration. Additionally, she stated that Council does not feel that there was a large response from the current users of the facility to justify the improvements; adding that the demand was just not there.

A lengthy discussion ensued concerning ways to impress upon Council the need for improvements and to address building concerns that currently exist. Leake stated that there are things that we can do to address the concerns, such as the parking lot, which would be on a much smaller scale than the options that were presented to Council.

Committee members agreed that originally they thought that the purpose of the rebranding study was not to evaluate the building, but to figure out how to position the Senior Center to appeal more to the younger seniors (50+), with a possible name change, adding programs to accommodate those interests, and extending the hours of operation.

Assistant City Manager Leake stated that the study on the park land area behind the Senior Center was put on hold due to changes in the economy. Additionally, she stated that Council is not saying that improvements will never be made and that the plans could possibly be implemented at a future date.

Discussion continued with Committee members stating that the rebranding study turned into a building project, rather than a study to look at ways to increase programs within the existing structure, and operating hours. Additionally, it was noted that there has been no progress after two years of waiting. Committee members spoke of the need for possible strategies to increase the number of younger seniors (50+) participants; and the need to brainstorm on creative ways to utilize the existing facility, including staff, which would increase numbers and possibly persuade Council to move forward with some of the needed updates.

The conversation returned to the building concerns at the Center, in which Terry Leake informed the Committee that there is approximately \$80,000 left over in FY2014 CEDC funds that are allocated to the Colleyville Senior Center. Leake added that these funds could be used to address some of the needs.

3b Discussion of items for future agendas

The Committee agreed to hold the next regularly scheduled meeting on October 16, 2014 at 1:30 p.m. Additionally, it was agreed that the Committee would brainstorm on ideas for expanding programs and volunteer opportunities. Staff agreed to email information to the Committee on the upcoming CEDC budget meeting.

4. REPORTS

Cody Ashton, Recreation Specialist gave an overview of the Senior Center activities and upcoming special events. Ashton stated that the Senior Prom was held in February with 40 participants; and AARP free tax help concluded on April 15 with 172 returns.

Cody stated that new programming was added this session to include more social events. The events included a Senior Picnic at the Colleyville Nature Center; a Mother's Day Celebration; National Hamburger Day Luncheon and Trivia; an Independence Day Celebration; and the upcoming National Hot Dog Day Luncheon and Trivia. Ashton noted that all these events have had good attendance, with an average of 30 participants.

Ashton concluded stating that the trips remain very popular and are usually full with waiting lists. He noted that we escorted 37 seniors to the Bush Library in June, and have several other trips planned throughout the summer.

Recreation and City Events Manager Lisa Escobedo informed the group that the Senior Center received a grant for \$2,273 from the Colleyville Women's Club for the purchase of a new laptop and projector, which is used in many of the day-to-day operations at the Center.

Chairperson, Debra Minea invited everyone to attend Friday's Meals on Wheels luncheon; she noted that the Colleyville Choralaires have been performing quarterly at the luncheons, which has added to the program.

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

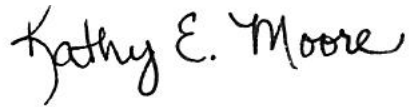
There were no citizen comments/presentations regarding items not on the agenda.

6. ADJOURNMENT

Charna Gray moved to adjourn at 2:42 p.m. Molly Skinner seconded the motion. The motion carried with a unanimous vote.

APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 30th DAY OF October 2014.

Minutes taken and prepared by:

A handwritten signature in black ink that reads "Kathy E. Moore". The script is cursive and fluid.

Kathy E. Moore
Administrative Assistant



City of Colleyville Planning and Zoning Commission Minutes

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

Monday, September 8, 2014

City Council Chambers

CALL MEETING TO ORDER

The Planning and Zoning Commission meeting of the City of Colleyville was called to order by Vice-chairman Knox on September 8, 2014 at 7:05 p.m.

Roll Call

Present: Commissioners Carel Tornes, David Wheelwright, Jim Gotcher, Don Davis, David Phelps, and Vice-chairman Knox

Absent: Chairman Byerly

Staff Present: Ron Ruthven, Taci Wrisley, Rob McKeown, Marty Wieder, Adam Marsh, Brian Riley, and Matt Butler (City Attorney)

1. APPROVAL OF MINUTES

Commissioner Phelps made a motion to approve the minutes as written. Commissioner Davis seconded.

The motion to approve the minutes as written carried by the following vote:

Aye: 6– Tornes, Wheelwright, Gotcher, Davis, Phelps, and Knox

2. CITIZEN COMMENTS/PRESENTATIONS REGARDING ITEMS NOT ON THE AGENDA AS A PUBLIC HEARING ITEM

There were no citizen comments/presentations regarding items not on the agenda as a public hearing item.

3. REGULAR AGENDA ITEMS

3a Approval of a revised preliminary plat for the Reserve at Colleyville Addition located on 94.024 acres on the north and south side of Murphy Road, Case PC14-024

Ron Ruthven presented the case and briefed the Commission.

Commissioner Phelps questioned staff regarding whether the open space requirements were consistent for the entire development. Ron Ruthven replied correct.

Commissioner Tornes questioned staff regarding whether the trail would be connected between the Reserve at Colleyville, Whittier Heights, and Old Grove subdivisions. Ron Ruthven replied yes.

Discussion continued regarding the connectivity between developments.

Kevin Kessler, the applicant, was present to answer questions.

Commissioner Davis made a motion to approve Case PC14-024. Commissioner Tornes seconded.

The motion to approve Case PC14-024 carried by the following vote:

Aye: 6– Tornes, Wheelwright, Gotcher, Davis, Phelps, and Knox

- 3b** Approval of a final plat on Lots 3-15, Block C and Lots 1-5, Block F, of the Reserve at Colleyville Addition, Phase 2A, Case PC14-016

Ron Ruthven presented the case and briefed the Commission.

Kevin Kessler, the applicant, was present to answer questions.

Commissioner Gotcher made a motion to approve Case PC14-016. Commissioner Wheelwright seconded.

The motion to approve Case PC14-016 carried by the following vote:

Aye: 6– Tornes, Wheelwright, Gotcher, Davis, Phelps, and Knox

- 3c** Approval of a final plat on Lots 1-11, Block A and Lots 1-3, Block B, of the Reserve at Colleyville Addition, Phase 2B, Case PC14-023

Ron Ruthven presented the case and briefed the Commission.

Commissioner Tornes questioned staff regarding whether the open space was along Murphy Road. Ron Ruthven replied yes.

Kevin Kessler, the applicant, was present to answer questions.

Commissioner Tornes questioned Mr. Kessler regarding whether the plats they were approving tonight would be the final for the Reserve at Colleyville. Mr. Kessler replied yes.

Commissioner Phelps made a motion to approve Case PC14-023. Commissioner Tornes seconded.

The motion to approve Case PC14-023 carried by the following vote:

Aye: 6– Tornes, Wheelwright, Gotcher, Davis, Phelps, and Knox

- 3d** Approval of a final plat on Lots 9-22, Block D; Lots 10-18, Block J; and Lots 1-9 & 14-21, Block K, of the Reserve at Colleyville Addition, Phase 2C, Case PC14-017

Ron Ruthven presented the case and briefed the Commission.

Kevin Kessler, the applicant, was present to answer questions.

Commissioner Tornes questioned Mr. Kessler regarding the trail that would connect the Reserve at Colleyville and Whittier Heights. Mr. Kessler replied the trail will be constructed on the north side of the access gate and would connect the two developments.

Commissioner Phelps made a motion to approve Case PC14-017. Commissioner Gotcher seconded.

The motion to approve Case PC14-017 carried by the following vote:

Aye: 6– Tornes, Wheelwright, Gotcher, Davis, Phelps, and Knox

4. PUBLIC HEARING AGENDA ITEMS

- 4a** Consideration of a replat on Lot 16, Block 2, of the Fair Way Addition, located at 8508 Precinct Line Road, Case PC14-014

Ron Ruthven presented the case and briefed the Commission.

Commissioner Phelps questioned staff regarding whether mutual access would be required for this replat. Ron Ruthven replied yes, any street that is on the Master Thoroughfare Plan is required to

dedicate mutual access easements. He further explained the property to the south was not required to have this mutual access easement when it was platted several years ago.

Jason Rawlings, Miller Land Surveying, came forward to answer questions.

Commissioner Tornes questioned Mr. Rawlings regarding the use of the proposed building. Mr. Rawlings replied the proposed use is office.

Commissioner Phelps questioned Mr. Rawlings regarding whether they had been in contact with the property owner to the south to discuss connecting to their property for mutual access. Mr. Rawlings replied the applicant has been in contact with the property owner to the south and was told the property owner did not want to make the connection due to the loss of two (2) parking spaces.

David Hall, 8504 Precinct Line Road, came forward and spoke in opposition.

Mr. Rawlings came forward to address comments and concerns.

Commissioner Phelps questioned Mr. Rawlings regarding whether the Texas Department of Transportation had approved the drive approach for the subject property. Mr. Rawlings replied yes.

Commissioner Phelps questioned Mr. Rawlings regarding which lot or lots were owned by the applicant. Mr. Rawlings replied 8500 and 8508 Precinct Line Road.

Commissioner Gotcher questioned Mr. Rawlings regarding whether more parking spaces would be available to the property owner to the south if a new parking lot was constructed on their property. Mr. Rawlings replied yes, if a shared parking agreement was signed by both parties.

Commissioner Gotcher questioned Mr. Hall regarding whether he would be more accepting of the idea of the mutual access easement if more parking were made available to his building. Mr. Hall replied yes.

There being no one else wishing to speak, the public hearing was closed at 7:32 p.m.

Commissioner Tornes questioned Rob McKeown regarding whether there would be an issue with getting fire trucks turned around on the property in question and on the adjacent properties without the mutual access easement. Rob McKeown replied yes.

Commissioner Tornes stated he wished the applicant would get with Mr. Hall to work out the issues with the mutual access easement.

Commissioner Phelps questioned staff regarding whether the plat could be denied due to issues regarding parking and/or the mutual access easement. Ron Ruthven replied no.

Commissioner Tornes questioned Matt Butler regarding whether the plat could be approved with conditions. Matt Butler replied no.

Commissioner Phelps made a motion to approve Case PC14-014. Commissioner Gotcher seconded.

The motion to approve Case PC14-014 carried by the following vote:

Aye: 5– Wheelwright, Gotcher, Davis, Phelps, and Knox

Nay: 1 - Tornes

- 4b** Consideration of a replat on Lot 1, Block 1, of the Reagan Estates 3 Addition and Tract 1N, Abstract 356, of the Isaac Carodine Survey, located at 5608 Lowrie Road, Case PC14-019

Ron Ruthven presented the case and briefed the Commission.

Commissioner Phelps questioned staff regarding whether any waivers were being requested. Ron Ruthven replied no.

The public hearing was opened at 7:38 p.m.

There being no one wishing to speak, the public hearing was closed at 7:38 p.m.

Commissioner Tornes made a motion to approve Case PC14-019. Commissioner Wheelwright seconded.

The motion to approve Case PC14-019 carried by the following vote:

Aye: 6– Tornes, Wheelwright, Gotcher, Davis, Phelps, and Knox

- 4c** Consideration of a zoning change from R-20 Single Family Residential zoning district to CN-Neighborhood Commercial zoning district on Lot 18, Block 2, of the Fair Way Addition, located at 8500 Precinct Line Road, Case ZC14-017

Ron Ruthven presented the case and briefed the Commission.

Commissioner Wheelwright questioned staff regarding whether there was sufficient access to the property. Ron Ruthven replied the property owner would need to get approval from the Texas Department of Transportation.

Discussion continued regarding access to the property.

Commissioner Tornes questioned staff regarding whether the fire lane located on the property to the north would connect to the fire lane to the south. Ron Ruthven replied it is not required and would require a mutual access easement, in order to connect.

Commissioner Wheelwright questioned Mr. Rawlings regarding whether the property owner to the north had been contacted regarding the connectivity of the two (2) properties. Mr. Rawlings replied yes, the details were being talked through with the property owner to the north.

The public hearing was opened at 7:44 p.m.

Jason Rawlings, Miller Land Surveying, came forward and briefed the Commission.

There being no one else wishing to speak, the public hearing was closed at 7:46 p.m.

Commissioner Phelps stated he believed CN-Neighborhood Commercial was an appropriate zoning district for this location.

Commissioner Gotcher made a motion to approve Case ZC14-017. Commissioner Phelps seconded.

The motion to approve Case ZC14-017 carried by the following vote:

Aye: 6– Tornes, Wheelwright, Gotcher, Davis, Phelps, and Knox

- 4d** Consideration of a zoning change from the R-40 Single Family Residential zoning district to the R-30 Single Family Residential

zoning district on Tracts 2A & 2A1A, Abstract 233, of the D. R. Blanton Survey, located at 5101 Bluebonnet Drive, Case ZC14-021

Ron Ruthven presented the case and briefed the Commission.

Commissioner Tornes questioned staff regarding whether a precedent would be set if this case was approved as R-30 Single Family Residential. Ron Ruthven replied no.

The public hearing was opened at 7:51 p.m.

Larry Stewart, the applicant, came forward to answer any questions.

Commissioner Davis questioned Mr. Stewart regarding the square footage of the future single family residential dwellings and how close to each other would the dwellings be. Mr. Stewart replied approximately 4,000 square foot to 5,000 square foot and he was not sure of the distance between the dwellings.

Commissioner Gotcher questioned Mr. Stewart regarding whether he planned to build up to the ten foot (10') side yard setback as set forth by the R-30 single family residential zoning district. Mr. Stewart replied yes.

There being no one else wishing to speak, the public hearing was closed at 7:53 p.m.

Commissioner Wheelwright stated he felt the R-30 single family residential size lots would fit nicely on the subject property and would not be setting a precedent.

Commissioner Phelps stated he would like to see a precedent set for R-30 single family residential size lots in this area.

Commissioner Tornes concurred.

Commissioner Gotcher stated he felt, with the setback being ten foot (10') on the sides, three (3) R-30 single family residential size lots would change the feel of Cherry Street dramatically.

Ron Ruthven made mention to the Commission that the builder would still have to maintain the lot coverage requirements per the zoning district.

Commissioner Wheelwright made a motion to approve Case ZC14-

021. Commissioner Davis seconded.

The motion to approve Case ZC14-021 carried by the following vote:

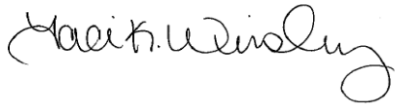
Aye: 5 – Tornos, Wheelwright, Davis, Phelps, and Knox

Nay: 1 - Gotcher

5. ADJOURNMENT

The meeting adjourned at 7:57 p.m.

The minutes were written and prepared by:



Taci Wrisley

Planning and Zoning Assistant

The meeting minutes were approved on October 13, 2014 by a vote of 7-0.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7

Agenda Date 11/18/2014

Type Report

Department Finance

Title

Monthly Financial Report - October 2014

Explanation

General Fund

The percentage of current year taxes collected is slightly behind the percentage collected for October 2013. Per governmental accounting rules, sales tax revenue received in October 2014 is recorded as Fiscal Year 2014 revenue, as the sales occurred in August 2014. However, for the month of October, sales tax is up 18.87% (\$43,657) from revenues reported for the same time period last year. Year to date General Fund sales tax is up 8.64% (\$238,394). This is the seventh 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 October sales tax allocation ever received.

The quarterly Mixed Beverage Tax allocation came in at \$35,820 compared to \$21,291 last fiscal year. This increase is mostly attributable to a legislation change requiring customers to pay sales tax of 8.25% on mixed drinks, effective January 1, 2014.

Fifteen residential building permits were issued in October, which is the same number issued in October 2013. Revenues received for licenses and permits exceed current year projections by over 27% for October 2014.

The average amount expended by the General Fund departments at the end of October is 8.48% of the total appropriation versus 8.94%, which was projected to be spent.

Utility Fund

Water usage increased as compared to the amount sold through October 2013. For the last two months, rainfall has declined when compared to the same time period for the previous fiscal year. In addition, the average temperature for the month of October 2014 was 71.6 degrees compared to last October, which was 68.2 degrees. The average amount expended by the Utility Fund departments at the end of October was 8.36% of the total appropriation, versus 9.15%, which was projected to be spent.

Attachments

1. October 2014 Monthly Financial Report

MONTHLY FINANCIAL REPORT - OCTOBER 2014

GENERAL FUND		RECEIVED	PROJECTED	RECEIPT VS	RECEIVED	PERCENT
REVENUE SOURCE	FY 2015 BUDGET	AS OF 10/31/2014	AS OF 10/31/2014	PROJECTED INCR (DECR)	AS OF 10/31/2013	CHANGE OVER PRIOR YEAR
Current Taxes	\$12,441,254	\$449,303	\$414,239	8.46%	\$386,277	16.32%
Delinquent Taxes	70,000	373	7,000	-94.67%	13,997	-97.34%
Penalty & Interest	55,000	120	1,650	-92.74%	4,963	-97.59%
TOTAL AD VALOREM TAXES	\$12,566,254	\$449,796	\$422,889	6.36%	\$405,238	11.00%
Oncor Electric	\$860,000	\$0	\$0	0.00%	\$0	0.00%
Tri-County Electric	105,000	0	0	0.00%	0	0.00%
Atmos Gas	305,000	0	0	0.00%	0	0.00%
AT&T	78,000	0	0	0.00%	0	0.00%
Verizon/Others	70,000	1,127	5,833	-80.67%	227	397.42%
Refuse/Recycling	146,000	5,943	6,083	-2.30%	5,247	13.26%
Cable TV	430,000	0	0	0.00%	15,413	-100.00%
TOTAL FRANCHISE TAXES	\$1,994,000	\$7,071	\$11,917	-40.66%	\$20,887	-66.15%
Sales Tax	\$3,200,000	\$0	\$0	0.00%	\$0	0.00%
Mixed Beverage Tax	70,000	35,820	17,500	104.68%	21,291	68.24%
TOTAL SALES TAX	\$3,270,000	\$35,820	\$17,500	104.68%	\$21,291	68.24%
Building	\$558,000	\$64,601	\$46,500	38.93%	\$131,893	-51.02%
Plumbing	50,000	5,227	4,167	25.45%	7,627	-31.47%
Mechanical	30,000	3,203	2,500	28.12%	3,373	-5.04%
Electrical	45,000	4,770	3,750	27.19%	4,348	9.71%
City License	40,000	2,460	3,333	-26.20%	3,560	-30.90%
Building Plan Review Fee	100,000	4,827	8,333	-42.08%	39,508	-87.78%
New Business	4,000	329	333	-1.30%	282	16.67%
Sign Permit	6,000	1,295	500	159.00%	1,135	14.10%
Fence Permit	4,000	1,050	333	215.00%	800	31.25%
Fire Permits	6,500	1,500	542	176.92%	250	500.00%
Irrigation Permit	13,000	1,992	1,083	83.88%	1,245	60.00%
TOTAL LICENSES & PERMITS	\$856,500	\$91,254	\$71,375	27.85%	\$194,021	-52.97%
Fines	\$735,000	\$62,141	\$61,250	1.45%	\$51,058	21.71%
Alarm Fees	52,788	5,151	4,399	17.09%	4,719	9.15%
Library Fines	22,500	2,022	1,875	7.85%	1,718	17.69%
TOTAL FINES	\$810,288	\$69,314	\$67,524	2.65%	\$57,495	20.56%

MONTHLY FINANCIAL REPORT - OCTOBER 2014

REVENUE SOURCE	FY 2015 BUDGET	RECEIVED AS OF 10/31/2014	PROJECTED AS OF 10/31/2014	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 10/31/2013	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$7,500	\$510	\$625	-18.40%	\$1,205	-57.68%
Plat Fee/Site Plan	5,000	750	417	80.00%	1,108	-32.28%
Board of Adjustment	1,250	175	104	68.00%	0	100.00%
Sale of Material	100	12	8	44.00%	0	100.00%
Weed Mowing	6,500	1,969	542	263.52%	70	2712.91%
Ambulance	300,000	30,802	25,000	23.21%	28,321	8.76%
Recreation Program	160,000	8,603	13,333	-35.47%	7,504	14.65%
Non-Resident Fee Parks	35,000	6,885	3,500	96.71%	3,525	95.32%
Field Use Charge	21,000	4,125	4,200	-1.79%	5,910	-30.20%
Engineering & Inspection	100,000	38,741	8,333	364.89%	26,259	47.53%
Colleyville Center Rental	257,250	13,545	14,438	-6.18%	15,458	-12.38%
Lot Drainage Insp Fee	13,000	1,875	1,083	73.08%	2,125	-11.76%
TOTAL CHARGES FOR SERVICE	\$906,600	\$107,992	\$71,583	50.86%	\$91,486	18.04%
SRO Officer Reimb	\$94,282	\$0	\$0	0.00%	\$0	0.00%
Keller Court	217,697	0	0	0.00%	0	0.00%
TOTAL INTERGOVERNMENTAL	\$311,979	\$0	\$0	0.00%	\$0	0.00%
Sale of Surplus Property	\$5,000	\$3,798	417	811.41%	\$0	100.00%
Interest Income	35,000	0	0	0.00%	0	0.00%
Miscellaneous	55,000	11,286	4,583	146.24%	6,165	83.06%
Use of Available Cash	1,000,000	0	0	0.00%	0	0.00%
Antenna Lease	70,040	4,762	4,762	0.00%	4,518	5.39%
TOTAL MISCELLANEOUS	\$1,165,040	\$19,845	\$9,762	103.30%	\$10,683	85.76%
Transfers-In	\$1,182,919	\$0	\$0	0.00%	\$0	0.00%
TOTAL TRANSFERS	\$1,182,919	\$0	\$0	0.00%	\$0	0.00%
TOTAL GENERAL FUND REVENUES	\$23,063,580	\$781,092	\$672,550	16.14%	\$801,101	-2.50%

MONTHLY FINANCIAL REPORT - OCTOBER 2014

	FY 2015 BUDGET	THROUGH 10/31/2014	THROUGH 10/31/2013	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.5%	4.66%	4.95%	-0.29%	-5.82%
RESIDENTIAL BLDG PERMITS	118	15	15	0	0.00%
COMMERCIAL BLDG PERMITS	6	0	1	(1)	-100.00%
CITATIONS ISSUED	11,500	839	958	(119)	-12.42%

GENERAL FUND EXPENSES

	FY 2015 BUDGET	EXPENDED THROUGH 10/31/2014	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	\$188,506	\$35,894	\$40,709	19.04%	\$152,612
City Manager	606,286	46,039	50,524	7.59%	560,247
City Secretary	209,919	16,609	17,493	7.91%	193,310
Finance	407,827	46,492	53,986	11.40%	361,335
Legal	130,460	0	0	0.00%	130,460
Engineering	380,608	36,521	36,717	9.60%	344,087
Economic Development	302,995	15,483	25,250	5.11%	287,512
Building Inspection	281,134	32,883	38,428	11.70%	248,251
Community Development	349,709	16,999	29,142	4.86%	332,710
Fire	4,568,006	537,474	545,667	11.77%	4,030,532
Police	4,408,293	363,062	367,358	8.24%	4,045,231
Parks	1,300,258	71,886	83,355	5.53%	1,228,372
Recreation	357,823	21,119	29,819	5.90%	336,704
Street Maintenance	4,083,178	194,956	200,265	4.77%	3,888,222
Library	724,124	49,275	50,344	6.80%	674,849
Communications	168,267	16,754	18,522	9.96%	151,513
Colleyville Center	358,155	28,739	29,846	8.02%	329,416
Human Resources	274,930	10,228	11,911	3.72%	264,702
Municipal Court	399,733	37,623	37,811	9.41%	362,110
Fleet Services	232,003	17,153	19,334	7.39%	214,850
Facility Services	518,004	23,149	25,167	4.47%	494,855
Information Services	1,126,415	196,179	203,868	17.42%	930,236
Non Departmental	925,160	139,082	142,097	15.03%	786,078
Capital Equipment Reserve	542,000	0	0	0.00%	542,000
Compensation Adjustment	184,425	0	0	0.00%	184,425
TOTAL EXPENSES	\$23,028,218	\$1,953,601	\$2,057,611	8.48%	\$21,074,617

MONTHLY FINANCIAL REPORT - OCTOBER 2014

UTILITY FUND						
REVENUE SOURCE	FY 2015 BUDGET	RECEIVED AS OF 10/31/2014	PROJECTED AS OF 10/31/2014	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 10/31/2013	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$9,820,661	\$1,312,942	\$1,129,376	16.25%	\$1,154,083	13.76%
Sewer Sales	3,053,229	279,981	254,436	10.04%	293,368	-4.56%
Sewer Installation	7,000	1,500	583	157.14%	1,400	7.14%
Water Installation	21,000	2,481	1,750	41.75%	3,540	-29.93%
Sewer Tie-on Charges	5,000	0	0	0.00%	0	0.00%
Engineering Charges	5,000	19,147	417	4495.18%	14,827	29.13%
Penalties	190,112	24,785	15,843	56.44%	28,140	-11.92%
Miscellaneous	13,000	1,392	1,083	28.46%	1,743	-20.16%
TOTAL OPERATING INCOME	\$13,115,002	\$1,642,227	\$1,403,488	17.01%	\$1,497,101	9.69%
Interest Income	\$20,300	\$0	\$0	0.00%	\$0	0.00%
Use of Available Cash	250,000	0	0	0.00%	0	0.00%
TOTAL NON-OPERATING INCOME	\$270,300	\$0	\$0	0.00%	\$0	0.00%
TOTAL INCOME	\$13,385,302	\$1,642,227	\$1,403,488	17.01%	\$1,497,101	9.69%

	THROUGH 10/31/2014	THROUGH 10/31/2013	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	286,227,200	254,390,200	31,837,000	12.52%
NUMBER OF WATER CUSTOMERS	9,520	9,386	134	1.43%

UTILITY FUND EXPENSES					
	FY 2015 BUDGET	EXPENDED THROUGH 10/31/2014	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	\$381,081	\$18,619	\$31,757	4.89%	\$362,462
Operations	10,546,206	1,001,530	1,098,851	9.50%	9,544,676
Utility Support	1,101,132	92,237	93,261	8.38%	1,008,895
Non-Departmental	305,133	54,209	54,428	17.77%	250,924
Debt Service	490,100	3,642	3,642	0.74%	486,458
Compensation Adjustment	21,733	0	0	0.00%	21,733
Transfer to General Fund	1,160,255	0	0	0.00%	1,160,255
TOTAL EXPENSES	\$14,005,640	\$1,170,236	\$1,281,938	8.36%	\$12,835,404

RESOLUTION R-14-3809

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
NOVEMBER 18, 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 18TH DAY OF NOVEMBER 2014.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Mike Taylor
Mayor Pro Tem