



City of Colleyville City Council Agenda

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

Tuesday, June 16, 2015

City Council Chambers

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

CALL TO ORDER

- PC-1** 84th Texas Legislative Session update presentation by Texas House Representative Giovanni Capriglione
- PC-2** Discussion of City's network assessment
- PC-3** Discussion of setting a date and establishing a scope for a Glade Road Project worksession
- PC-4** Discussion of the June 16, 2015, 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 on gas well regulations and zoning

Section 551.071 - Legal - Consultation with attorney on contemplated litigation (Camden Lock LLC)

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 551.071 - Legal - Consultation with attorney regarding litigation - Village Monticello Partners, LTD. v. City of Colleyville

Section 551.072 - Real Estate - Gas pipeline license agreement compensation

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

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

RESUME REGULAR MEETING

7:30 P.M.

City Council Chambers

INVOCATION: Pastor Jeff Strickland, Colleyville Assembly of God

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - Resolution R-15-3881

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

In recognition of Colleyville's featured business - Daniel Harrison, General Manager Yakety Yak Wireless located at 3930 Glade Road, Suite 103 - Mayor David Kelly and Economic Development Coordinator Carlie Dorshaw-Moe

Recognition of employees' years of service

Recognition of employee achievements

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-15-3882

- 4a** Approval of the minutes of the regular City Council meeting of June 2, 2015

- 4b** Approval of the appropriation of funds from the Colleyville Tomorrow Fund in the amount of \$82,125.80, for repairs and improvements to the Bidault House, awarding a contract to Castro Roofing, Inc., through the TIPS/TAPS Cooperative Purchasing Network, in the amount of \$78,625.80 to complete repairs to the Bidault House, and authorize the city manager to execute the contract
- 4c** Approval of a contract with Pattillo, Brown and Hill, L.L.P., for audit services for fiscal year ended September 30, 2015, in the amount of \$45,000

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

5a Ordinance O-15-1956

Consideration of a zoning change from the R40 – Single Family Residential zoning district to the R20 – Single Family Residential zoning district on Abstract 1248, of the Thomas J. Polson Survey, located at 508 Black Drive, Case ZC15-008

5b Ordinance O-15-1957

Consideration of a zoning change from the CN – Neighborhood Commercial zoning district to the CPO – Professional Office zoning district on Lots 1-4, Block 1, of the C-D Subdivision, located at 6513 and 6515 Colleyville Boulevard and 1700 and 1704 Tarrant Lane, Case ZC15-009

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

6a Ordinance O-15-1958

Approval of the Fiscal Year 2016 (FY 2016) Colleyville Crime Control and Prevention District budget

6b Ordinance O-15-1959

Approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division, regarding the Company's 2014 and 2015 Rate Review Mechanism Filings and adopting tariffs that reflect rate adjustments consistent with the negotiated settlement

6c Ordinance O-15-1960

An ordinance amending sections 3A and 3B of the water and sewer policy and procedure manual of the City of Colleyville by phasing out the water and sewerage usage included in the base rate over a four year period; basing the minimum monthly use charge for water on water meter size, and increasing the minimum base rate for sewerage for non-residential customers by \$6.00 per month over a three year period, and providing an effective date

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-15-3883**

Appointing members to the Colleyville Economic Development Corporation (CEDC) Board of Directors

7b Resolution R-15-3884

Appointing a member to the Audit Committee

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

Planning and Zoning Commission Meeting Minutes - May 11, 2015
Library Board Meeting Minutes - February 9, 2015
Monthly Financial Report - May 2015

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR JUNE 16, 2015 - READING AND PUBLIC HEARING - RESOLUTION R-15-3885**11. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, June 12, 2015 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

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Agenda Number PC-1

Agenda Date 06/16/2015

Type Pre Council

Department City Manager

Title

84th Texas Legislative Session update presentation by Texas House Representative Giovanni Capriglione

Strategy Map Connection

Explanation

This item is provided at the request of Texas House Representative Giovanni Capriglione, who will provide an update of the 84th Texas Legislative Session to the City Council.

Attachments



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number PC-2

Agenda Date 06/16/2015

Type Pre Council

Department Information Services

Title

Discussion of City's network assessment

Strategy Map Connection

B1- Seek innovative technology solutions where appropriate

B2- Proactively seek process improvement

C5- Achieve the highest standards of safety & security

F2- Invest to provide and maintain high quality public assets and sustainable solutions

Explanation

This update is being presented at the request of Councilmember Carol Wollin.

The Texas Department of Public Safety audits the City of Colleyville every third year for any risk related to Criminal Justice Information Systems material. The City earned a grade of 100% compliance, for the past three audits, encompassing nine years.

The City of Colleyville Information Systems Management Department presented the ISM Strategic Plan in 2011 and advised the City Council in 2013, a third-party network assessment was added for the purpose of helping to better secure information and communications systems Citywide, while factoring in the use of increased outside connectivity, and the speed of information flowing in the City network.

The City of Colleyville contracted with ARKmobility Inc. of Dallas, at a cost of \$18,445, to conduct an initial network assessment on all internal and external systems, based on security standards provided by the National Institute of Standards and Technology (NIST) and recommended critical security controls for federal information systems and organizations. These standards and controls are used for auditing technology and information systems nationally by certified information systems auditors.

The assessment was conducted in three phases, which are listed as follows:

Phase one was a clandestine onsite and offsite network discovery scan, which utilized several City facilities during normal working hours under the discretion of ISM staff. No internal services were disturbed, nor were any department personnel interrupted in their normal daily schedule.

Phase two incorporated information collected from the ISM Department to determine the City of Colleyville security approach and continue a deeper network scan.

Phase three utilized all data collected, including a thorough discussion with ISM staff, to provide the City with an initial network assessment.

The network assessment is designed to identify and remediate high, medium, or low risk issues and recognize network design weakness.

Some positive feedback that was briefly discussed in the assessment were the City's network security approach and how it aligns with NIST standards, the current security policy, our Critical Control Checklist, and our onsite and offsite back-up strategy.

Some challenges noted in the assessment were related to adding a AAA Radius service costing \$13,800, adding a file usage auditing software costing \$6,400, upgrading the current IDS/IPS systems at a cost of \$4,600, and using a third-party certificate verification service at an annual cost of \$1,350.

The assessment outlines the top five challenges needing improvement, a larger list of medium and low risk recommendations, a comprehensive scan report, a critical control checklist to help identify internal standards and provide a blue print for tighter network controls, and a recommended action plan.

The following actions are recommended to help bring the City security program to full development:

1. Create an action plan for remediation of listed challenges
2. Educate all City staff with security awareness training
3. Add a layer of internal testing
4. Continue annual or biannual third-party assessments

In summary, implementing a third-party network assessment is the first step in creating a Cyber Security Program. The City can eliminate most of the current risk to systems and data by mitigating the items located in the top five challenges list. Creating a checklist of the remaining items, designing a structured plan to execute those elements, and putting in place an effective security awareness training program for all City employees will help strengthen our cyber defensive stance.

Attachments

1. Network Assessment Presentation

Network Assessment

**Pre Council Meeting
June 16, 2015**

Timeline of Assessments



- **Department of Public Safety Audit (CJIS)**

- 2007
- 2010
- 2013
- 2016 TBA

Covers Criminal Justice Information Systems, business processes, and materials

- **Citywide network assessment**

- 2015
- 2017 TBA

Network Assessment



- **Phase 1**
 - Clandestine onsite / offsite scan
 - Normal working hours
- **Phase 2**
 - Information collection (ISM Staff)
 - Deeper internal scan
- **Phase 3**
 - ISM questionnaire
 - Reporting

Network Assessment



- **Positive feedback**

- City is following National Institute of Standards and Technology (NIST) security design
- Up-to-date Security Policy
- Scored high on Critical Controls Checklist

- **Recommended Improvements**

- Move to a AAA radius service.....\$13,800
- Add a file usage auditing tool.....\$ 6,400
- Upgrade the current IDS/IPS systems.....\$ 4,600
- Use a third party certificate verification.....\$ 1,350

Recommendations



- **Create an action plan for remediation of listed challenges**
- **Educate all City Staff with security awareness training**
- **Add a layer of internal testing**
- **Continue annual or biannual third party assessments**

Recommendations



Questions



City of Colleyville City Council Agenda Briefing

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Agenda Number PC-3

Agenda Date 06/16/2015

Type Pre Council

Department City Council

Title

Discussion of setting a date and establishing a scope for a Glade Road Project worksession

Strategy Map Connection

C4- Provide mobility enhancements that complement neighborhoods

F2- Invest to provide and maintain high quality public assets

Explanation

The purpose of this item is to discuss a date and establish a scope for a City Council Worksession to further discuss the remaining sections of the Glade Road Corridor.

During the June 2, 2015, Pre Council Meeting, City Council provided staff direction to proceed with the final design of Glade Road Phase I and to find a date for a future worksession to discuss the remaining sections of the Glade Road Corridor. Staff would also like to receive direction on the specific purpose of the worksession to allow for staff to prepare an efficient agenda for the worksession.

Representatives from TranSystems are available to attend a worksession on the following dates:

- June 23, 2015
- June 25, 2015
- July 28, 2015
- July 30, 2015
- August 6, 2015
- August 11, 2015
- September 8, 2015

Attachments

1. Glade Road Worksession Presentation



Glade Road Worksession Discussion

**Pre Council Meeting
June 16, 2015**

Possible Dates



- June 23, 2015
- June 25, 2015
- July 28, 2015
- July 30, 2015
- August 6, 2015
- August 11, 2015
- September 8, 2015

Scope of Worksession



- Project history
 - Summary of past efforts
- Recap of decisions and guidance made for each section of the corridor
 - Breakdown of each phase and the direction given for that phase
- Steps moving forward
- Possible need for an interim solution to address the existing pavement condition

Questions and Discussion



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Agenda Number PC-4

Agenda Date 06/16/2015

Type Pre Council

Department City Secretary

Title

Discussion of the June 16, 2015, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

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Agenda Number 1

Agenda Date 06/16/2015

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 on gas well regulations and zoning

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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-15-3881

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF
JUNE 16, 2015**

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 16TH DAY OF JUNE 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

City Hall
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Agenda Number 3

Agenda Date 06/16/2015

Type Announcements, Proclamations, and Presentations

Department Economic Development

Title

In recognition of Colleyville's featured business - Daniel Harrison, General Manager Yakety Yak Wireless located at 3930 Glade Road, Suite 103 - Mayor David Kelly and Economic Development Coordinator Carlie Dorshaw-Moe

Recognition of employees' years of service

Recognition of employee achievements

Attachments

1. Employees' years of service
2. Employee achievements

**City of Colleyville Employee Recognition
Fiscal Year 2015 – Third Quarter
Years of Service – April to June**

1 YEAR

Sherry Brewer
Library

Maria Hoefke
Library

Micah Killian
Fire

5 YEARS

Lance Lindley
Fire

Brian McGuire
Fire

10 YEARS

Randy Bright
Public Works

Marc Russell
Public Works

Toni Shults
Finance

Daniel Torti
Fire

City of Colleyville Employee Achievements
Fiscal Year 2015 - Third Quarter
April – June

Public Private Partnership Alliance Committee
At Large Public Sector Member – Three year appointment

MARTY WIEDER
Economic Development

Tourism Ambassador Institute
Certified Tourism Ambassador

CARLIE DORSHAW-MOE
Economic Development

North Texas City Management Association
President

JENNIFER FADDEN
City Manager

Building Performance Institute
Certified Medical Gas Inspector

LES FOLSE
Building Inspections

Texas Public Works Association Equipment Road-E-O
1st place - Bas 'n Bowl event

NATIVIDAD HERNANDEZ
Public Works

RESOLUTION R-15-3882

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
JUNE 16, 2015**

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

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

- Sec. 1. THAT the agenda decisions approved by City Council action under Consent Items as follows are hereby adopted:
- a. Approval of the minutes of the regular City Council meeting of June 2, 2015
 - b. Approval of the appropriation of funds from the Colleyville Tomorrow Fund in the amount of \$82,125.80, for repairs and improvements to the Bidault House, awarding a contract to Castro Roofing, Inc., through the TIPS/TAPS Cooperative Purchasing Network, in the amount of \$78,625.80 to complete repairs to the Bidault House, and authorize the city manager to execute the contract
 - c. Approval of a contract with Pattillo, Brown and Hill, L.L.P., for audit services for fiscal year ended September 30, 2015, in the amount of \$45,000

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____
ABSTENTIONS ON THIS THE 16TH DAY OF JUNE 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Minutes - Draft

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Tuesday, June 2, 2015

City Council Chambers

Mayor David Kelly called the Pre Council meeting of the Colleyville City Council to order on June 2, 2015, at 5:30 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, 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, Human Resources Director Rachel Huitt, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Community Development Director Abra Nusser, Finance Manager Karen Hines, Communications and Marketing Director Mona Gandy, City Attorney Matthew Boyle, and City Secretary Amy Shelley

PC-1 Discussion of the Glade Road project

City Engineer Jeremy Hutt presented this item and briefed the City Council.

Mayor Kelly asked staff if the design plans will come back to City Council once they are at 60 or 90 percent completion. Engineer Hutt replied yes, if City Council would like, staff will provide an update. Councilmembers concurred.

Mayor Kelly asked staff if the plans will be available for the residents to see, similar to how the plans were shown for the Pleasant Run Road project. Engineer Hutt replied yes, the standard practice is to have a preconstruction public meeting with the residents and the consultant.

Mayor Kelly asked City Council if they would like to reinstate the design contract for Phase 1. Councilmembers concurred.

Councilmember Mogged stated there are several items he would like revisited during this phase and that being the trail/sidewalk plan, or the southern approach option in Phase 1.

Mayor Kelly stated additional right-of-way may be necessary. He then asked staff if that is something that can be considered. Engineer Hutt replied yes. He then asked City Council, for clarification, if the thoughts are to keep the north side as it is on the trail plan, or add a five foot or eight foot sidewalk on the south side.

Councilmember Mogged stated west of SH26 needs to be revisited to see if it makes sense to do anything. Engineer Hutt stated the consultant can spell this out in the details, with the right-of-way.

Councilmember Putnam asked staff how the right-of-way plans look at this point, with the work that has been done to date. Engineer Hutt replied it does not exist at this time. He added he believes staff will know better about the right-of-way needs when the plans are at 60 percent complete.

Councilmember Putnam asked staff if we could pause then to see where it all falls. Mayor Kelly and City Manager Jennifer Fadden replied yes.

Councilmember Mogged asked staff about the road or lane width for Phase 1. Engineer Hutt replied he believed the widths vary and are approximately 28 feet; however, he would have to follow up with City Council.

Councilmember Mogged asked staff about what has been done to ensure, from a safety standpoint, that we have addressed roadway hazards. Engineer Hutt replied the consultant looked at the accident data for several years, and used the data to see what a turn lane, or other feature, could do to resolve those hazards, and incorporated that data into those recommendations.

Mayor Kelly asked City Council if they are good with moving forward with Phase 1. Councilmembers concurred.

Mayor Kelly suggested having a worksession to discuss the remaining sections of Glade Road. City Manager Jennifer Fadden stated staff would provide an agenda item to discuss future dates for the worksession.

Councilmember Short asked staff if there have been any additional thoughts to having a public meeting to discuss the design. Councilmember Putnam added he thought when the design was at 60 percent completion, the residents that would be impacted from a right-of-way point of view would be met with, but not necessarily a public meeting. Engineer Hutt replied there are two different documents, the 60 percent completion of plans to be brought back to City Council for review, and the right-of-way plans, which would not be brought forward in a public meeting. Councilmember Putnam concurred.

Mayor Kelly stated normally when the preconstruction construction documents are ready, there would be a public meeting and all property owners impacted, or anybody else who wishes to attend, would come to see those documents.

Councilmember Short asked City Council if anyone else is interested in doing another public meeting, to get the citizens back on board with the project. Councilmember Putnam replied he would be. Councilmember Mogged stated there would need to be something to show them.

Councilmember Putnam stated City Council voted unanimously for Phase 1; therefore, it should be finished. Mayor Kelly concurred.

Councilmember Short stated there have been some concerns about the timing of the project, and maybe incurring some debt to be able to get the project done sooner. Mayor Kelly stated those items can be discussed during the worksession.

PC-2 Discussion of the Water and Sewer Rate Study

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

Councilmember Mogged asked staff, in today's numbers, where is Colleyville proportionally with the peer cities. Director Lowry replied Colleyville is still on the lower half of the scale.

Mayor Pro Tem Taylor asked staff why Grapevine is so low. Director Lowry stated they produce 25 percent of their own water, with their own water plant.

Councilmember Putnam asked staff if the TRA increase is about 10 percent of the revenue number. Director Lowry replied it is actually more than that, of the \$21.00 water increase, \$3.05 is due to the TRA increase for a four year period; and for the wastewater, of the \$3.32 increase, \$1.70 is due to the TRA increase.

Mayor Kelly asked staff if only 27 percent of the projects are to be completed, what is the risk to the system over 20 years. Director Lowry stated there are some lines that need to be replaced or upsized, but he would expect the maintenance crews would be working 24/7 trying to keep up with operations.

Mayor Kelly asked staff if it is less or more expensive to do a capital project renovation versus doing repairs on a constant basis. Director Lowry stated it is much more cost effective to do a timely replacement of the system to avoid catastrophic failure.

Mayor Kelly stated there is a hybrid funding model with variable revenues from projects, but asked if we are moving toward more of a fixed model. Director Lowry replied in a perfect world, the base rate would cover the fixed costs of operation. He added the variable costs are electricity, since the longer the pumps run, the more electricity is being used to pump the water.

Mayor Kelly stated if there are drought conditions in which watering restrictions are placed upon us, there will then be a limit in water revenue for capital projects. Director Lowry concurred.

Mayor Pro Tem Taylor asked staff what would be done when a substandard line is broken, would it be replaced at that time with the standard line, or would another

substandard line be put back in place. Director Lowry replied service would be restored first and foremost with a local repair, and depending on available resources, if it can be done, the line will be replaced, especially if it was installed improperly.

Mayor Pro Tem Taylor stated we are beginning to look and run like a business model. He stated if we are going to remain competitive in this line of service, we have to make the investment. Director Lowry stated a proactive approach is dependent upon the reactionary events, and we must ensure customers continue to receive quality water every day.

Mayor Kelly asked staff if these capital projects, and all other projects, can be done in the next five years. Director Lowry replied we are stretched to do what we are currently doing.

Councilmember Short asked staff what were in the \$18 million worth of projects slide, compared to two slides later, \$33 million. Director Lowry replied the consultant suggested doing the projects in phases; therefore, the \$18 million only includes half of the projects. City Manager Jennifer Fadden explained that City Council wanted to know what it would take to fund all of the near term projects.

Councilmember Putnam asked staff what would happen to the subsidy percentage if we funded the capital improvements but did not pass the TRA rate increase. Director Lowry stated he would have to recalculate, but it would certainly be lower with less revenue. Mayor Kelly added we used to absorb the TRA rate increases; however, we could not maintain our 1.20 debt ratio coverage without going into default. Assistant City Manager/Chief Financial Officer Terry Leake explained that the last time it was adopted was 1989, and the City kept absorbing the rate increases for the first 2,000 gallons for water and wastewater.

Mayor Pro Tem Taylor asked staff if the pipe wears out faster with the increase in the pipe size due to the growth in the community. Director Lowry replied the wear on the pipe depends on the materials used for the pipe construction, not because of the volume that goes through it.

Mayor Pro Tem Taylor asked staff about the factor of the pressure at the end of the line. Director Lowry replied it is both pressure and volume factors.

Mayor Pro Tem Taylor asked staff if fire safety standards are still adequate. Director Lowry replied according to the study, the recommendation is a new elevated storage tank. He added staff is going to install gauges in that part of the system to evaluate the true flow, volume, and pressure which may help to evaluate the actual need for the elevated storage tank. He added staff has found it may be possible to put the storage tank discussion at the end of the five year capital project list so two years' worth of data is collected to determine if there is an actual need.

Mayor Kelly stated there are increases in cost due to the growth in population in this region, which requires more capital outlay.

Councilmember Mogged stated it costs more to fix when things are broken. Mayor Kelly stated the communication is put in place now for the rate increase in December, which is the same model we follow for all rate structure changes.

PC-3 Discussion of repairs and improvements to the Bidault House

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

Mayor Kelly asked staff if the interior abatement has to be done. Director Lowry replied the interior can be done later, as long as the doors and windows are kept closed.

Mayor Kelly asked staff if the original cost estimates were done in 2013. Director Lowry replied the original cost estimates were done in 2012, and additional work was added to the widow's walk.

Councilmember Hart asked staff if there is a better roofing besides the 30 year roof, or is there any value in adding that. Director Lowry replied there is a lifetime warranty shingle, but the price is not worth it.

Councilmember Wollin asked staff if any of these improvements will affect the historical designation. Director Lowry stated it is a state historical designation, but the interior has been changed significantly; therefore, it could not be placed on the national registry.

Councilmember Mogged asked staff about the long range plan for the facility. Mayor Kelly replied it was originally purchased to preserve history in Colleyville. He added there are no plans, other than to restore the exterior of it. He stated many have asked to have their wedding photos done on site.

Councilmember Hart stated it was a significant cost to bring the interior up to ADA requirements.

Councilmember Mogged stated the question needs to be asked if this is a place, worth pursuing, or more suited to a historical society, or maybe releasing back to the market.

Mayor Pro Tem Taylor stated the wedding business has picked up, and with so much coming online, he would hate to strike it, at this point, as some of these other things are happening and maturing.

Councilmember Putnam stated there are a lot of other priorities that need to be addressed, so the balance between the nostalgic and historical value and the cost to restore it, as opposed to other things we need to do, are out of balance. Mayor Kelly stated items have been purchased, for the historical value, and their future use decided later. Director Lowry stated the recommended source of funding is the Park Tomorrow Fund. Mayor Kelly stated we at least need to get the outside looking good.

Councilmember Putnam stated the value is in the land itself. Mayor Kelly stated the house itself has value too.

Councilmember Hart asked staff how long the maintenance would last. Director Lowry replied the exterior painting would need to be redone, since it weathers quickly.

Councilmember Hart stated the property is a great asset and it can be turned into something. He stated he believed the value of the property has gone up.

Mayor Kelly stated several years ago the Turk barn was purchased and reassembled. He stated it has an era of life to show how things were and many come to visit it.

Councilmember Putnam stated those items get used in the parks, but there is really no practical use for this property today, other than wedding photos. Councilmember Mogged stated he is just not seeing the vision for the property, at least down the road.

Councilmember Short stated, relative to the operations of the City, there are items we all could put at the top of the priority list. He stated, relative to the total budget, it is worthwhile to preserve a part of Colleyville history.

Mayor Pro Tem Taylor stated nothing has been done to make it a viable site. He added he supports it.

Councilmember Wollin stated the funding for this is not coming from the operating funds or from the taxpayers, it will come from the Parks Tomorrow Fund. City Manager Jennifer Fadden stated it is not designated as a park, and it cannot be not be used from that funding source.

Councilmember Mogged stated a vision needs to be developed for the property, and if there is nothing there for it, it needs to be put up for sale.

Mayor Pro Tem Taylor agreed, but he would rather a vision be found for it. Councilmember Mogged stated maybe part of this is to initiate the vision.

Councilmember Short stated there is a report, which indicates how to implement the property. Mayor Kelly stated this is the time to implement the report, but currently the property is just sitting there decaying.

Councilmember Putnam stated it does not get us any further, and it does not move us to the vision of what it can be or could be. Mayor Kelly stated these improvements are to protect an asset. Councilmember Putnam stated he would hate to spend the money on it, and then not discuss the future uses.

City Manager Jennifer Fadden asked City Council if they would like the Historical Preservation Committee to make a recommendation about the property. Councilmembers agreed. City Manager Jennifer Fadden stated a consultant has provided potential uses for the property.

Mayor Pro Tem Taylor stated there are some people, who have some passion for history. Mayor Kelly stated once it is gone, it is gone.

Mayor Kelly asked City Council if they are good with moving forward with the repairs. Director Lowry added there are some urgent repairs that need to be done.

City Manager Jennifer Fadden asked staff of the itemization of the tasks to complete on the property, are any of these optional, or are some more urgent than others. Director Lowry stated the old garage could be left up for now, and the original garage door would not have to be replaced right now.

Councilmember Hart stated this is an asset that has needs to be done now.

Mayor Pro Tem Taylor stated this list needs to be moved forward to a vote. He stated it should not be left to decay.

Mayor Kelly asked City Council if they prefer the 30 year shingles. Mayor Pro Tem Taylor stated being good with the 30 year shingles. City Manager Jennifer Fadden stated the funds will need to be appropriated, and a contract will need to be moved forward in the form of a resolution.

Councilmember Wollin asked staff if this vendor has worked on historical properties before. Director Lowry replied yes.

PC-4 Discussion of the June 2, 2015, City Council regular agenda items

Mayor Kelly explained the resolution for the batch concrete plant in that it is being considered only because the applicant wants to have the plant on site for 180 days versus 30 days.

Mayor Kelly adjourned the Pre Council meeting at 6:49 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Kelly at 7:46 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, Human Resources Director Rachel Huitt, Public Works Director Bob Lowry, City Engineer Jeremy Hutt, Community Development Director Abra Nusser, Communications and Marketing Director Mona Gandy, 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 on contemplated litigation (Camden Lock LLC)

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 551.071 - Legal - Consultation with attorney regarding litigation - Village Monticello Partners, LTD. v. City of Colleyville

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

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

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

Mayor Kelly explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, Section 551.074 – Personnel, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 6:49 p.m. and reconvened at 6:50 p.m.

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

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

2. OATH OF OFFICE

Administration of the Oath of Office to Place 5 Councilmember Nancy Coplen, and Place 6 Councilmember Mike Taylor

City Secretary Amy Shelley administered the Oath of Office to Place 5 Councilmember Nancy Coplen, and Place 6 Councilmember Mike Taylor

Mayor Kelly welcomed Place 5 Councilmember Nancy Coplen, thanked Councilmember Tom Hart for his service to the City, and welcomed Place 6 Councilmember Mike Taylor.

Mayor Kelly recessed the regular City Council Meeting at 7:52 p.m. for a reception for Councilmembers Nancy Coplen and Mike Taylor.

3. RECEPTION FOR INCOMING CITY COUNCILMEMBERS

Mayor Kelly reconvened the regular City Council Meeting at 8:07 p.m.

**4. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER
AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS
DISCUSSED IN EXECUTIVE SESSION - Resolution R-15-3877**

Mayor Kelly read Resolution R-15-3877 in its entirety.

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

Mayor Kelly stated the purchase of this property will provide a gateway to the Cotton Belt Trail and will ensure no office building is constructed on the property.

Mayor Kelly opened the public hearing at 8:10 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:10 p.m.

Mayor Pro Tem Taylor moved to approve Resolution R-15-3877. Councilmember Mogged seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Taylor, Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Nancy Coplen, and Jody Short

5. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

Councilmember Wollin announced and explained the Library's 2015 Summer Reading Program to be kicked off on Friday, June 5, 2015 from 6:00 p.m.- 8:00 p.m. at the Library. She stated the program will culminate with the grand finale, to be held from 5:30 p.m. – 8:30 p.m. on Friday, July 31, 2015.

Councilmember Wollin announced and explained the *Red, White & Sousa* event to be held on Friday, June 26, 2015, beginning at 8:00 p.m. with the gates opening at 6:30 p.m., and the gourmet food trucks will start serving at that time, at Colleyville Center, located at 5301 Riverwalk Drive.

Councilmember Short announced the 18th annual Colleyville Lions Club xSightment Run to be held Saturday, June 6, 2015, at Colleyville Center, 5301 Riverwalk Drive with the one-mile Fun Run/Walk to start at 7:30 a.m. and the 5K Run to begin at 8:00 a.m. He encouraged everyone to come out and participate.

Proclamation in recognition of EnvironX Solutions Inc., for receiving the Presidential "E" Awards

Mayor Kelly and Economic Development Director Marty Wieder recognized Steve Sinunu, President/CEO of EnvironX Solutions Inc., Colleyville, for receiving the Presidential "E" Award, which recognizes companies who have made significant contributions to U.S. exports, which are critical to America's economic dynamism and leadership.

6. ELECTION OF MAYOR PRO TEM

Mayor Kelly stated, in accordance with the City Charter, a Mayor Pro Tem is elected annually to serve for one year. Mayor Kelly opened the floor for nominations.

Councilmember Mogged moved to elect Mayor Pro Tem Mike Taylor. Councilmember Short seconded the motion.

The motion carried with the following vote:

Aye: 6 – Mayor Kelly, Mayor Pro Tem Taylor and Councilmembers Carol Wollin, Chuck Mogged, Jody Short, and Nancy Coplen

Nay: 1 – Councilmember Chris Putnam

7. CONSENT: READING AND PUBLIC HEARING- Resolution R-15-3878

- 7a** Approval of the minutes of the regular City Council meeting of May 12, 2015
- 7b** Approval of the minutes of the Special City Council meeting of May 19, 2015
- 7c** Approval of the disposal of obsolete and non-serviceable vehicles and equipment

Mayor Kelly read Resolution R-15-3878 in its entirety.

Mayor Kelly opened the public hearing at 8:23 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:23 p.m.

Councilmember Wollin moved to approve Resolution R-15-3878. Councilmember Putnam seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Taylor, Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Nancy Coplen

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

8a Ordinance O-15-1956

Consideration of a zoning change from the R40 – Single Family Residential zoning district to the R20 – Single Family Residential zoning district on Abstract 1248, of the Thomas J. Polson Survey, located at 508 Black Drive, Case ZC15-008

Mayor Kelly read the caption of Ordinance O-15-1956.

Community Development Director Abra Nusser presented this item and briefed the City Council.

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

David Myers, representative of the property owner, presented this item and briefed the City Council.

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

Mayor Kelly asked staff about Ford Drive. Director Nusser replied it is a 30 foot access easement, is it not public right-of-way.

Mayor Kelly asked staff if it will have to be maintained. Director Nusser replied correct, the applicant is not proposing any changes to this easement.

Mayor Kelly asked staff if the building setback requirements will be met with the existing easement. Director Nusser replied correct.

Councilmember Short asked staff about the right-of-way issue related to the property to the south on Black Drive, and if this request will offer any opportunities to address that. Director Nusser replied there is a possibility staff can look at that with the plat. City Manager Jennifer Fadden explained that City Council approved a right-of-way encroachment agreement for the property located at 509 Black Drive and staff will include those details for the second reading.

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

8b Ordinance O-15-1957

Consideration of a zoning change from the CN – Neighborhood Commercial zoning district to the CPO – Professional Office zoning district on Lots 1-4, Block 1, of the C-D Subdivision, located at 6513 and 6515 Colleyville Boulevard and 1700 and 1704 Tarrant Lane, Case ZC15-009

Mayor Kelly read the caption of Ordinance O-15-1957.

Community Development Director Abra Nusser presented this item and briefed the City Council.

Mayor Kelly opened the public meeting at 8:32 p.m.

Ken Green and Jerry Pederson, applicants, presented this item and briefed the City Council.

There were no others present wishing to speak and Mayor Kelly closed the public hearing at 8:33 p.m.

Mayor Pro Tem Taylor asked Mr. Green regarding if the conceptual site plan is what is being proposed and if he would be good with tying this site plan to the approval of the zoning request. Mr. Green replied yes, this is how the property would be constructed.

Mayor Kelly stated a site plan cannot be tied to a straight zoning change request.

Mayor Kelly asked staff if the denial is an administrative technical non-compliance. Director Nusser replied correct, it is not consistent with the future land use plan.

Mr. Pederson stated the buildings can be constructed; however, the uses are not currently available in the existing zoning designation. He stated they have medical office tenants.

Mayor Kelly asked staff if medical office uses are something that is being considered to attract residents and restaurant uses. Economic Development Director Marty Wieder replied if a signal light was going to be placed at Colleyville Boulevard and Tarrant Lane, retail uses would make more sense. He stated given the surrounding property uses, medical office is a good fit for the subject property. He stated medical office uses will also help increase the daytime population which in turn helps the current and future restaurants.

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

9. RESOLUTION: READING AND PUBLIC HEARING

9a Resolution R-15-3879

Approving a request by Gilco Contracting, Inc. for a temporary use permit allowing the setup and operation of a concrete batch plant not to exceed 180 days at the Creekside at Colleyville residential development, Case GC15-002

Mayor Kelly read Resolution R-15-3879 in its entirety.

City Engineer Jeremy Hutt presented this item and briefed the City Council.

Mayor Kelly opened the public hearing at 8:40 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 8:40 p.m.

Councilmember Wollin asked staff about the construction hours. Engineer Hutt replied the construction hours are Monday through Friday, from 7:00 a.m. to 6:00 p.m. and Saturday from 8:00 a.m. to 4:00 p.m.

Councilmember Mogged asked staff about the notification of residents. Engineer Hutt replied there was a different process in place before the regulations were changed when the original batch plant was requested; therefore, the current regulations do not require a notification to the residents as done for a special use permit.

Mayor Kelly moved to approve Resolution R-15-3879. Councilmember Wollin seconded the motion.

The motion to approve carried by the following vote:

Aye: 7 - Mayor Kelly, Mayor Pro Tem Taylor, Councilmembers Carol Wollin, Chuck Mogged, Chris Putnam, Jody Short, and Nancy Coplen

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

Kathy Hadley, 204 Timberline Drive North, spoke regarding the fountain at the Preservation development; the preservation of Glade Road, the preservation of old homes; the friendly atmosphere of Colleyville; and the preservation of trees; the number of police officers; and the bar ditches along Bransford Road.

Bobby Lindamood, 4913 Jim Mitchell Trail West, spoke regarding the sidewalks and trails along Glade Road; debt; eminent domain purchases; and he offered his services to the City to oversee contracts related to construction projects.

11. REPORTS

Colleyville Events Steering Committee Meeting Minutes - March 25, 2015
Planning and Zoning Commission Meeting Minutes - April 13, 2015

There was no discussion of this item.

12. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR JUNE 2, 2015 - READING AND PUBLIC HEARING - RESOLUTION R-15-3880

This resolution was not needed.

13. ADJOURNMENT

There being no further business before the City Council, Mayor Kelly adjourned the meeting at 8:51 p.m.

APPROVED BY A VOTE OF __ AYES, __ NAYS, AND __ ABSTENTIONS ON THIS THE 16TH DAY OF JUNE, 2015.

Minutes taken and prepared by:

*Amy Shelley, TRMC
City Secretary*



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4b

Agenda Date 06/16/2015

Number Resolution R-15-3882

Type Resolution

Department Public Works

Title

Approval of the appropriation of funds from the Colleyville Tomorrow Fund in the amount of \$82,125.80, for repairs and improvements to the Bidault House, awarding a contract to Castro Roofing, Inc., through the TIPS/TAPS Cooperative Purchasing Network, in the amount of \$78,625.80 to complete repairs to the Bidault House, and authorize the city manager to execute the contract

Strategy Map Connection

B2- Proactively seek process improvements and sustainable solutions

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

F2- Invest to provide and maintain high quality public assets

Explanation

Reading and Public Hearing

This agenda item includes two elements:

1. A request to appropriate \$82,125.80 from the Colleyville Tomorrow Fund for the purpose of making repairs and improvements to the Bidault House, which is comprised of \$78,625.80 for repairs and \$3,500 to install exterior architectural lighting.

2. A request to approve a contract with Castro Roofing, Inc. to perform the repairs identified in the attached management report dated June 6, 2015.

The Colleyville City Council authorized the purchase of the Bidault House in April 2011. At the October 16, 2012 Pre Council meeting, the City Council reviewed options for re-use of the property (Historic Bidault Re-Use Summary Report is attached) and directed City staff to develop a plan to prevent further deterioration of the exterior of the building. Working with a local preservation expert, Gary Smith of Dallas' Old City Park, City staff and the Historical Preservation Committee developed a prioritized list of needed exterior repairs and improvements. That list was provided to the parks supervisor to provide cost estimates and to the public works director for prioritization based on other City building needs and projects.

At the June 18, 2013 Pre Council Meeting, staff provided an update regarding the needed repairs and suggested enhancements to the Bidault House and sought City Council direction. City Council requested the porch roof ceiling be painted blue and

architectural lighting be added to illuminate the house at night. No other action was taken at that time.

Subsequent to preparation of the initial list of needed repairs and improvements, staff had the building tested for asbestos and lead based paint and both were found to be present on the exterior and interior. Staff has updated the scope of work and obtained a new cost estimate for all items of work, except the lighting, based on firm pricing from Castro Roofing, Inc., a BuyBoard contractor, as shown in the table below.

A separate cost estimate has been obtained for the architectural lighting which is a separate contract. The cost for this work is estimated to be \$3,500.

At the June 2, 2015 City Pre Council Meeting, staff presented the updated scope of work and revised costs to complete the work, and recommended a 10% contingency be included in the contract amount to cover the cost of unknown conditions such as wood rot that could not be determined until the existing roofing was removed. City Council also directed staff to upgrade the shingles to 30 year warranty shingles, include a 10% contingency, and install the architectural lighting using a lighting contractor under a separate contract.

Item of Work	Estimated Cost
Mobilization	\$ 2,500
Asbestos Abatement	\$ 8,064
Lead Paint Abatement	\$ 4,400
Clean exterior of house	\$ 3,300
Replace rotted wood and reinstall "Widow's Walk"	\$ 6,500
Seal and caulk boards, windows and entry ways	\$ 2,900
Prime and paint exterior of house including porch ceiling	\$ 5,900
Sand, scrape and repaint original garage	\$ 2,900
Replace original garage door with new cedar door	\$ 4,500
Tear down and dispose of "add-on" attached garage	\$ 7,275
Install new roof on original garage	\$ 2,200
Install new roof over "Widow's Walk"	\$ 3,500
Replace roof on remainder of house with 30 year warranty composition shingles*	\$ 17,539
Sub-total estimated cost	\$ 71,478
10% Contingency	\$ 7,147.80
Total Contract Cost	\$ 78,625.80

Architectural Lighting \$ 3,500

Total Estimated Cost \$ 82,125.80

At the June 2, 2015 Pre Council meeting staff was also directed to work with the Historical Preservation Committee to develop and recommend to the City Council a long range vision for the Bidault House.

Financial Impact

The cost of this project is \$82,125.80. Funds are available in the Colleyville Tomorrow Fund, which currently has a balance of \$2,137,585.71.

Recommendation

Approve

Attachments

1. Proposal from Castro Roofing for Repairs to the Bidault House dated June 8, 2015
2. Presentation June 2, 2015 Update on Repairs and Improvements to the Bidault House
3. October 16, 2012 Historic Bidault House Re-Use Summary Report
4. June 18, 2013 City Council Agenda Briefing

Tips PROPOSAL



Project Name: Colleyville Bidault House

June 8, 2015

Project #: 14632



INTRODUCTION

The purpose of this proposal is for Castro Roofing of Texas, L.P. to complete the said roofing replacement and/or repairs of the existing roof utilizing TIPS/TAPS, a Cooperative Purchasing Network, as per Texas Local Government Code 252.262/Texas Education Code 44.031, Inter-local Cooperative Purchasing Act, as a procurement option for Governmental agencies. The proposal by Castro Roofing of Texas, L.P. shall be submitted to City of Colleyville.

The contract for the project will be between City of Colleyville and Castro Roofing of Texas, L.P. utilizing TIPS/TAPS contract number **5092712**

CONTRACT DOCUMENTS

Having examined the Proposal, Contract, General Instructions, Materials, Execution, Drawings for Project No. 14632, conditions for said roofing replacement work, repairs and having examined the premises and circumstances affecting the work, the Castro Roofing of Texas offer:



OFFER

To furnish all required labor, materials, tools, equipment, transportation, insurance, all applicable taxes, bonds, incidentals, other facilities, and to perform all work for the said roofing repairs as specified

ADDENDA
Addenda N/A

AUTHOR:
AJ Rodriguez • Project Consultant
Cell 214.729.6890 • AJ@CastroRoofing.com 800.759.1879 •
214.381.8108 • fax 214.381.8109
4854 Olson Drive • Dallas, TX 75227
www.CastroRoofing.com

REPAIRED FOR...
Client/Owner: City of Colleyville
Contact:
Address: 5301 Riverwalk Dr
City, State Zip: Colleyville, TX 76032



Scope of Work Description:

1. Prepare job site. Move patio furniture and cover anything that needs to be protected during pressure wash & paint
2. Exterior of house to be hand washed to remove all surface dirt and dust. All windows and doors included. Mildew bath to be applied during the power wash to prevent mold and mildew growth in the future. Also apply TSP wash to remove chalk residue (if applicable).
3. Inspect the exterior for any rotted wood siding, soffit or fascia. Replace all rotted or soft boards with new using hand nailed finish nails. This also includes removal of old screens, scrapings, sealing, caulking and re-painting every outside window frame. Includes repair of all mortar crack, joints, and all rotted window and door frames. Porch ceiling will be lightly cleaned, sanded and repainted. Also, includes demo and reinstallation of an "original widow's walk dated to that era.
4. Scrape and wire brush all peeling paint and caulk areas that need attention to insure we have a tight, primable condition.
5. Seal all boards, windows, and entry ways with 45 year warranty rated caulk prior to priming of the exterior.
6. Prime exterior of house prior to painting to insure proper finish of final coat of paint.
7. Sand, scrape & re-paint original garage.
8. Replace original garage "door". Remove and re-build new cedar garage door and stain.
9. Hand spray entire house using Sherwin Williams SuperPaint Exterior Acrylic Latex.
10. Tear down and completely remove attached garage, including foundation down to the dirt. Re-fill with top soil and lay sod.
11. Web Base daily job inspections as work is in progress. Walk entire job with customer to insure 100% satisfaction.
12. 12. Install a new Poly-Glycol Rubber Roof System over detached original garage (Not an Acrylic coating) by pressure washing, properly priming surface, apply the Poly-Glycol roof system (100% solids-no solvents added, Tensile Strength 2710 PLI, Elongation 300-400%, 100% memory of elongation, Water vapor nil. (0.15 perms). Installation shall be as per NRCA, SMACNA, specifications, details and manufacturer guidelines. PROVIDE 10 YEAR MAINTENANCE PROGRAM. PROVIDE A 20 YEAR LEAK WARRANTY.
13. Install a new 300mil two ply high performance modified roof system over the widows walk. Installation shall be as per NRCA, SMACNA, specifications, details and manufacturer guidelines. PROVIDE 10 YEAR MAINTENANCE PROGRAM. PROVIDE A 20 YEAR LEAK WARRANTY.
14. Tear off existing twenty year shingles roof. Install new synthetic felts and add an additional layer of 60mil ice and water shield on valleys. Install a new 30 year shingle roof. Replace flashing with 4lb lead. There is no low profile vent, wind turbines, power vents or solar vents to replace. Prime and paint all vents. Install new prefinished edge metal. Installation shall be as per NRCA, SMACNA, specifications, details and manufacturer guidelines. PROVIDE 10 YEAR MAINTENANCE PROGRAM. PROVIDE 10 YEAR LEAK WARRANTY.
15. Asbestos Abatement: Remove and properly dispose of ACM window and door glazing. Perimeter caulk around frames is not included. Only the glazing at the glass to wood connection point. Remove and properly dispose of ACM roofing materials on the garage flat room and the upper widow's walk. Consultant's fees other than OSHA personnel sampling are NOT included in the base bid, TDSHS notification fee is NOT included in this proposal. 1PES will not provide replacement of materials or temporary weather or security proofing. That shall be provided by others.
16. Exterior lead removal: contain and abated lead containing paint.

Total Cost..... \$71,478.00



SECTION 07 3113

ASPHALT SHINGLE ROOFING SYSTEM

Part 1 General

1.01 section includes:

- *A. Granule surfaced asphalt shingle roofing.*
- *B. Underlayment, eave, valley and ridge protection.*
- *C. Metal flashing.*

1.02 Submittals

- *A. Submit under provision of Section 07 3113.*
- *B. Product Data: Provide data indicating material characteristics, performance criteria, limitations.*
- *C. Manufacturer's Installation Instructions: Indicate preparation and installation procedures. Installation of shingles, underlayment, flashing, fasteners, vents, and other roof accessories shall be in accordance with instructions published by Atlas Roofing Corporation.*
- *D. Manufacturer's Certificate of Compliance: Provide Certificate of Compliance indicating that the asphalt shingles made in normal production meet or exceed the requirements. of:*
 - *1. Class A Fire Resistance.*
 - *2. ASTM D 7158 and ASTM D3161 Test method for wind resistance of asphalt shingles.*
- *E. Shop Drawings: Indicate metal flashing, jointing methods and locations, fastening methods and locations and installation details, as needed.*

1.03 Regulatory requirements

- *A. Provide certificate of compliance from shingle manufacturer for ASTM, FM and UL Standards, indicating conformance of specified products.*
- *A. Do not install Shingles Granular Underlayment when ambient temperatures are below (45) degrees Fahrenheit. Fasten the ice and water protection in place with blind nailing at the overlaps at 6" O.C. if it does not adhere immediately to the deck.*



1.04 Environmental requirement

- *A. Do not install Shingles Underlayment when ambient temperatures are below (45) degrees Fahrenheit. Fasten the ice and water protection in place with blind nailing at the overlaps at 6" O.C. if it does not adhere immediately to the deck.*

1.05 Extra Materials

- *A. Furnish under provisions of section 073113.*
- *B. Provide two bundles of extra shingles (of each color specified).*

PART 2 PRODUCTS

2.01 ASPHALT SHINGLE

- **A. Acceptable products**
 - **1. Two Piece 30 Year Laminated shingle**

2.02 Asphalt Shingle/CHARACTERISTICS

- **A. Fiberglass**
 - **1. Asphalt Fiber Glass 30 Year Two Piece Laminated shingle**
- **ASTM**
 - D7158, Class H, Wind, Resistance, 150 MPH**
 - D6381, Uplift Resistance**
 - D3018, Type 1**
 - D3161, Class F, Tested at 110 MPH**
 - D3462, As Manufactured**
 - E 108, Class A Fire Resistance**
- **UL790, Class A Fire Resistance**
- **CAN/CSA-A123.5-M90**

2.03 Sheet Materials

- *A. Underlayment: Synthetic Underlayment - Woven polypropylene fabric with UV + water resistive coating. 6 months exposure, synthetic shingle underlayment. ASTM D 6757C. Gorilla Guard - Wrinkle resistant glass reinforced underlayment felt ASTM D 6757.*



2.04 Accessories

- **A. Nails:** *Standard round wire type roofing nails, corrosion resistant (hot dipped zinc coated steel) nominal 3/8" head diameter; minimum; 11 or 12 gauge shank diameter; shank to be of sufficient length to penetrate 3/4" into solid wood, plywood, or non-veneer wood decking, or 1/8" through the thickness of the decking.*
- **B.** *All exposed fasteners must be screws with gasket*
- **C. Asphalt Roof Cement:** *ASTM D4586. Asbestos free.*

2.05 Flashing Materials

- **A. Sheet Flashing:** *(ASTM A361) (ASTM B209) (ASTM B370) to meet shingle manufacturer's requirements. Shall meet or exceed local building code requirements.*
- **B. Bituminous Paint:** *Acid and alkali resistant type; black color.*
- **C. Thinners Paint:** *(Red) (Green) (Brown) (or Match Shingles) color.*
- **D. Nails:** *Standard round wire type roofing nails, corrosion resistant (hot dipped zinc coated steel) nominal 3/8" head diameter; minimum 11 or 12 gauge shank diameter; shank to be of sufficient length to penetrate 3/4" into solid wood, plywood, or non-veneer wood decking, or 1/8" through the thickness of the decking.*

2.06 Flashing Fabrication

- **A.** *Form flashing to protect roofing materials from physical damage and to shed water.*
- **B.** *Form sections square and accurate to profile, in maximum possible lengths, free from distortion or defects detrimental to appearance or performance.*

Part 3 Execution

3.01 Examination

- **A.** *Verify existing site conditions under provisions of Section 07 3113.*
- **B.** *Verify that roof penetrations and plumbing stacks are in place and flashed to deck surface.*
- **C.** *Verify roof openings are correctly framed prior to installing work of this section.*
- **D.** *Verify deck surfaces are dry, free of ridges, warps, or voids.*



3.02 Roof Deck Preparation

- A. Follow shingle manufacturer's recommendations for acceptable roof deck materials.
- B. Broom clean deck surfaces prior to the roof installation.

3.03 Installation - Eave Ice Dam Protection

- A. Place eave edge metal flashing tight with fascia boards. Weather lap joints 3 inches and seal with roofing cement. Secure flange with nails spaced 6 inches o.c.
- B. Apply 60 mil Ice and Water Shield Underlayment Waterproofing Membrane, a self-adhering, SBS rubberized asphalt membrane as eave protection in accordance with manufacturer's instructions.

3.04 Installation - valley protection

- A. For "Closed-Cut," "Woven," valleys, first place one-ply of Ice and water shield Underlayment minimum 36 inches wide, centered over valleys. Lap joints minimum 6 inches. Follow shingle and waterproofing membrane manufacturer's instructions.

3.05 Installation - Metal Flashing

- A. Weather lap joints minimum 3 inches and seal weather tight with Urethane caulk.
- B. Secure in place with nails at 6 inches o.c. Conceal fasteners.
- C. Seal work projecting through or mounted on roofing with asphalt roof cement (not required for step flashing).

3.06 Installation - Asphalt Shingles

- A. Install shingles in accordance with manufacturer's instructions for the type of product and application specified.

3.07 Field Quality Control

- A. Field inspection will be performed with daily report that includes pictures (10 pictures minimum per day), summary of work performed that day and daily weather reports. Daily report is to be turn in by 9 am of the following morning. Work will be stop if daily reports are not turn in on time.



3.08 Protection of Finished Work

- *A. Protect finished work under provisions of Section 07 311.*
- *B. Do not permit traffic over finished roof surface.*

3.09 Warranty

- *A. Provide a 30 year manufacture warranty.*
- *B. Provide a 10 year leak warranty from Castro Roofing.*

3.10 Payment and Performance Bond

- *A. Provide Payment and Performance Bond per State Law.*

END OF SECTION



I. FLUID APPLIED ROOFING SYSTEM SPECIFICATIONS:

The primary purpose of the roofing membrane is waterproofing, or protecting the structure and its contents against the intrusion of rain, snow, sleet, hail, etc. It can best perform this function when provided with an adequate incline for shedding water. Good drainage is of paramount importance. ***The NRCA and most manufacturers require that all water drain off the roofing surface within 48 hours after a rainfall.***

SECTION 07560 FLUID APPLIED ROOFING

PART 1 GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including Terms and Condition apply to this Section.

1.02 SUMMARY

- A. Section Includes: Garnite® Roofing Products used in **Garnite® System F43, Specification # LM10.F43**, over low slope or flat roof substrates including prefabricated deck and insulation boards, sprayed polyurethane insulation, concrete and light weight concretes, asphalt built-up roofing, modified bitumen roofing, various single ply membranes and wood.
1. Types of Garnite® Roofing Products include:
 - a. Garna-Prime®
 - b. Garna-Flex®
 - c. Garna-Thane®
 - d. Garna-Tape™
 2. Applications of Garnite® Roofing Products include:
 - a. New construction roof system.
 - b. Roof recovery system.
- B. Related Sections: Sections related to this section may include:
1. Division 7 Thermal & Moisture Protection Sections
 2. Division 7 Waterproofing Sections
 3. Division 7 Flashing & Sheet Metal Sections
 4. Division 7 Roof Specialties & Accessories Sections
 5. Division 7 Joint Sealers Sections
- C. Measurement Procedures:
1. Apply no less than the specified amount of Garnite® products at a consistent rate of coverage to the roof surface. During application monitor volume of material used to roof area covered to verify that specified coverage is obtained.
 2. Measure thickness of material with wet mil gauge every 100 squares (10,000 square feet).
 3. Take slit samples as required by manufacturer's warranty every 500 squares (50,000 square feet) or 1 per separate roof area (whichever is greater).
- D. Alternatives: No alternatives permitted (No Acrylic substitutes).



1.03 REFERENCES

- A. American Society for Testing and Materials (ASTM):
 - 1. ASTM 903 – Peel and Stripping Strength
 - 2. ASTM C836-89A – High Solids Content, Cold Liquid Applied Elastomeric Waterproofing Membrane
 - 3. ASTM D1149-91 – Color Deterioration and Surface Cracking
 - 4. ASTM D412-97 – Thermoplastic Elastomers / Tension
 - 5. ASTM D746-95 – Brittleness Test
 - 6. ASTM E84 – Surface Burning Characteristics of Building Materials
 - 7. ASTM E96 – Moisture Vapor Transmission
 - 8. ASTM E108 – Flame Spread Resistance
- B. Factory Mutual Research (FM):
 - 1. FMRC Standard 4450 – Class 1 Insulated Steel Deck Roofs
Including Resistance to Foot Traffic, Hail Damage Resistance, Leakage Susceptibility and Windstorm Resistance
 - 2. FMRC Standard 4470 – Class 1 Roof Covers
Including Resistance to Foot Traffic, Hail Damage Resistance, Leakage Susceptibility and Windstorm Resistance
- C. Underwriters Laboratory (UL): UL 790 – Roof Coatings
- D. International Congress of Building Codes (ICBO) – Pending
- E. Metro Dade County – Pending
- F. Southern Building Code Congress International (SBCCI) - Pending

1.04 SYSTEM DESCRIPTION

- A. Performance Requirements: Provide Garnite® Roofing Products, which have been manufactured and installed to withstand thermal movement, wind loading and weather exposure and to maintain performance criteria stated by manufacturer without defects, damage or failure.
 - 1. Adhesion: No cracking, peeling, blistering or loss of adhesion when tested according to ASTM 903.
 - 2. Water penetration: No water vapor transmission at a static pressure of 11.9 psf. (kPa) when tested in accordance with ASTM E96.
 - 3. Color change and fade resistance: No color change or fading when tested in accordance to ASTM D1149.
 - 4. Wind uplift resistance: No detachment from roof at 90 mph when tested in accordance with UL Class 90 wind uplift resistance.

1.05 SUBMITTALS

- A. General: Submit requested submittals in accordance with *Conditions of the Contract* and Division 1 Submittal Procedures Section.
- B. Product Data: Submit the following product data for specified products.
 - 1. Manufacturer's product information sheets including descriptive data, physical properties and



recommendations for mixing, application and curing.

2. Manufacturer's CSI format product data sheets.

- C. Samples: Submit dry samples of Garnite® System for typical surface color and texture (in duplicate).
- D. Quality Assurance Submittals: Submit the following as required by Architect:
1. Contractor's Certificate signed by manufacturer certifying that contractor is factory trained and certified to install manufacturer's products using manufacturer's proprietary Garna-Flex® Application Unit.
 2. Manufacturer's installation instructions which, when approved by Architect, will become the basis for accepting or rejecting actual application procedures used on the Work.
- E. Closeout Submittals: Submit warranty documents specified herein.

1.06 QUALITY ASSURANCE

- A. Ten year (10) labor and materials warranty (contractor and Manufacturer)
- B. Installer Qualifications: Installer must be experienced in performing Work of this section and must be specialized in the installation of work similar to the Work required for this project.
1. Installer/Applicator capable of providing upon request by Client:
 - a. Certification in writing that technician performing Work has been factory trained and certified in the application of Garnite® Roofing Products.
 - b. Certification shall include that specialized equipment as required by manufacturer will be used, along with manufacturer's specified system for particular roof substrate being coated.
- C. Regulatory Requirements (Roofing Industry Standards):
1. Comply with National Roofing Contractors Association Roofing & Waterproofing Manual, 4th Edition.
 2. Under Uniform Building Code (UBC) comply with:
 - a. American Society for Testing & Materials ASTM E84 – Surface Burning Resistance Test
 - b. American Society for Testing & Materials ASTM E96 – Moisture Vapor Transmission Test
 - c. Hail damage test and warranty: Factory Mutual Research FMRC Standard 4450-4470 - Hail Damage Resistance. Remain unbroken with hail at ¾" with surface impact at 68'/sec.
 - d. Independent testing for weathering under QUV accelerated weathering and Xenon testing by a certified independent laboratory to equivalent of 12 years outdoor weathering; as a confirmation of warranty.
- D. Certifications: As specified herein.
- E. Field Samples: As requested by Client. Comply with Division 1 Quality Control, Mock-up and Field Sample Sections.
- F. Pre-Installation Meeting: Attend pre-installation meeting to verify project requirements, substrate conditions and manufacturer's installation and warranty requirements. Comply with Division 1 Project Management and Coordination, Project Meetings Section.
- G. Inspections: Perform warranty inspection according to manufacturer's requirements following completion of Work and annually for duration of warranty. Perform warranty maintenance work as necessary.



1.07 DELIVERY, STORAGE, AND HANDLING

- A. General: Comply with Division 1 Product Requirements Section.
- B. Ordering: Comply with manufacturer's instructions and lead-time requirements to avoid construction delays.
- C. Packing, Shipping, Handling and Unloading: Protect materials from damage during transit and handling.
- D. Delivery: Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels and MSDS intact
- E. Storage and Protection: Store materials protected from exposure to harmful weather conditions and at temperature conditions recommended by manufacturer.
 - 1. Keep material lids tightly sealed. (Do not allow moisture to enter containers).
 - 2. Store containers airtight, upright and protected from the elements and against freezing.
- F. Waste Management and Disposal:
 - 1. Dispose of product containers consistent with local regulations.
 - 2. Comply with Society of Plastics Industry (SPI) guidelines for product spills and product container neutralization.

1.08 PROJECT/SITE CONDITIONS

- A. Environmental Requirements / Weather Conditions: Install Garnite® System at ambient air temperatures 5°F above the dew point, unless otherwise permitted by manufacturer's printed instruction. For general recommendation refer to Dew Point Calculation Chart below.

DEW POINT CALCULATION CHART

	Ambient Air Temperature (°F)										
	20	30	40	50	60	70	80	90	100	110	120
90	18	28	37	47	57	67	77	87	97	107	117
85	17	26	36	45	55	65	75	84	95	104	113
Relative 80	16	25	34	44	54	63	73	82	93	102	110
Humidity75	15	24	33	42	52	62	71	80	91	100	108
(%) 70	13	22	31	40	50	60	68	78	88	96	105
65	12	20	29	38	47	57	66	76	85	93	103
60	11	19	27	36	45	55	64	73	83	92	101
55	9	17	25	34	43	53	61	70	80	89	98
50	6	15	23	31	40	50	59	67	77	86	94
45	4	13	21	29	37	47	56	64	73	82	91
40	1	11	18	26	35	43	52	61	69	78	87
35	-2	8	16	23	31	40	48	57	65	74	83
30	-6	4	13	20	28	36	44	52	61	69	77



Dew Point: Temperature at which moisture will condense on surface. No coatings should be applied unless surface temperature is a minimum of 5°F above the dew point. Temperature must be maintained during application.

B. Existing Conditions:

1. Field Measurements: Verify actual roof dimensions by field measurements before installation; show recorded measurements on warranty drawing. Coordinate field measurements, installation schedule with construction progress to avoid construction delays.

1.09 WARRANTY

A. Project Warranty: Refer to *Conditions of the Contract* for project warranty provisions.

B. Manufacturer's Warranty: Submit manufacturer's standard warranty document with required support information, samples and photographs executed by authorized company official. Manufacturer's warranty is in addition to and not a limitation of, other rights Client may have under the Contract Documents.

1.10 MAINTENANCE

A. Maintenance Service: Provide corrective and preventive maintenance required by standard manufacturer's warranty.

PART 2 PRODUCTS

2.01 GARNITE® ROOFING PRODUCTS

A. Manufacturer: RoofMart International, Inc. (RMI, Inc.)

1. Contact: 2020 Industrial Road, P.O. Box 502, Chapman, KS 67431; Telephone (800) ROOF-RMI, (785) 922-6544; Fax (785) 922-6905
2. Proprietary Products: Garnite® Roofing Products include:
 - a. Garna-Prime®: single component polyurethane aromatic primer for Polyglycol™ roofing system
 - b. Garna-Flex®: plural component, catalyzed Polyglycol™ vapor barrier rubber
 - c. Garna-Thane®: single component aluminized Polyglycol™ radiant barrier topcoat
 - d. Garna-Tape™: fiber-backed Butyl rubber adhesive tape
3. Products Testing:
 - a. Adhesion: ASTM 903 - Peel and Stripping Strength
 - b. Permeability: ASTM E96 – Water Vapor Transmission
 - c. Elongation: ASTM D412 – Thermoplastic Elastomers / Tension
 - d. Chemical Resistance: Obtain a complete listing of chemical resistancy from manufacturer as required by Architect.

B. Poly-glycol Rubber Coating **(No Acrylic substitutes)**

1. Manufactured by Roofmart International Inc.
2. Physical properties.
 - a. 1 part to 8 parts.
 - b. 100% solids when applied - no solvents added.
 - c. Hardness Shore 60-65.



- d. Tensile Strength 2710 PLI.
- e. Elongation 260-600 %.
- f. 100 % Memory of Elongation.
- g. Tear Strength 100 PSI.
- h. Water Vapor Nil. (.003 perms)
- 3. Thickness
 - A. 64 dry mils.
 - B. Rate four gallons per 100 square feet. (seams and bolts only)
- Allow 2 hours to dry before applying top coat.

C. Polyurethane Coating (Aromatic) - **(No Acrylic Substitutes)**

- 1. Manufactured by Roofmart International, Inc.
- 2. Physical Properties
 - A. Type - single component moisture cure polyurethane.
 - B. Color-Silver
 - C. Harness Shore 70
 - D. Tensile Strength 800 PSI.
 - E. Elongation 240 % at 75 degrees.
 - F. 100% Memory of Elongation.
 - G. Tear Strength - Good.
 - H. Water Vapor 2.0 at 20 mils.
 - I. 70% solids.
 - J. Energy **Star Rating** is required.
 - i. Solar reflectance of ≥ 0.87 at application
 - ii. Solar reflectance is ≥ 0.83 after 3 years
- 3. Thickness
 - a. 11 dry mils.
 - b. Rate of one gallon per 100 square feet.

D. Substitutions: **No Acrylic substitution permitted.**

2.02 MATERIALS

A. RELATED MATERIALS

- 1. Related Materials Compatibility: Coordinate use of related materials, including roof deck, insulation, and roof accessories with use of Garnite® Products.

2.03 SOURCE QUALITY CONTROL:

- A. Source Quality: Obtain Garnite® Roofing Products from a single manufacturer.
- B. Tests/Inspections: Tests performed at factory for verification of performance or compliance with specified criteria before the products leave the factory.
 - 1. Perform durometer testing for tensile strength.
 - 2. Perform cure rate test for set up time.
 - 3. Perform viscosity test as required.



2.04 EQUIPMENT

A. Application Equipment Includes:

1. Apply Garna-Prime® with airless sprayer 8:1 spray pump manufactured by Roofmart International, Inc. or short nap roller.
2. Apply Garna-Flex® with roller (½" nap recommended) or Garna-Flex® Application Unit.
3. Apply Garna-Thane® with roller (1¼" nap recommended).
4. Use screens and portable spray booths to prohibit overspray and airborne material as required by environmental and project site conditions.
- 5.

PART 3 EXECUTION

3.01 MANUFACTURER'S INSTRUCTIONS

A. Compliance: Comply with manufacturer's product information sheet recommendations and installation instructions for substrate verification, preparation requirements and installation procedures.

1. Air and surface temperatures not below dew point.
2. Protect surfaces not to receive products.
3. Use protective wear including respirator during application as required by industry regulations.
4. Close all intake vents to building before spraying material.

B. Requirements for Installers:

1. Installers must be factory trained and certified in the application of Garnite® Roofing Products using the RMI proprietary Garna-Flex® Application Unit.
2. Installers must maintain certification status as required by manufacturer.

3.02 EXAMINATION

A. Site Verification of Conditions: Verify that substrate conditions are acceptable for product installation in accordance with manufacturer's instructions.

1. Verify that substrate is flat, dry and free of foreign material that may impede adhesion or cause damage to Garnite® Products. Report any conditions that would adversely affect appearance or performance of Garnite® System, which cannot be put into an acceptable condition by specified surface preparation.
2. Do not proceed with application until surface is acceptable according to manufacturer's instructions.

3.03 PREPARATION

A. General Coordination: Coordinate installation of Garnite® Roofing with other work including:

1. Installation of roof deck and accessories including insulation and drainage components as installed under other sections.
2. Installation of rooftop mechanical equipment including HVAC units, duct work, etc. as installed under other sections.



- B. Adjacent Surfaces Preparation: Protect adjacent work areas and surfaces from damage and over spray during product installation.
- C. Surface Preparation: Prepare surface to receive Garnite® Products.
 - 1. General: Perform preparation and cleaning procedures in accordance with manufacturer's instructions and as specified herein, for particular substrate type and condition.
 - a. Surfaces shall be sound, clean and dry.
 - 1) Concrete: Concrete substrates shall be cured a minimum of 30 days prior to the application of Garnite® Products. Remove surface contaminants such as dust, dirt, mildew, form oils, loose substrate, etc.. Excessive form oils, release agents and curing compounds may require light sand blasting or pressure washing with a commercial degreasing compound prior to application. (Consult manufacturer concerning recommended cleaner type). Broom and blow as required.
 - 2) Metal: Tighten loose panel screws. Pressure wash to remove dirt, rust, mildew, loose substrate coatings and other surface contaminants. Use commercial cleaners as required and approved by manufacturer.
 - 3) Other roof substrate types: Use industrial equipment (vacuum, power broom, blower, etc.) to remove loose ballast and dirt from roof. Pressure wash non-porous substrates as required to remove dirt, rust, mildew, loose substrate coatings and other surface contaminants. Use commercial cleaners as required and approved by manufacturer.
 - b. Surfaces shall be smooth and free of voids.
 - 1) All roof types: Fill large voids, holes and cracks with Garna-Flex® or with a Garna-Flex® compatible material such as urethane sealant and cover with Garna-Tape™ or other manufacturer approved reinforcement fabric. Apply Garna-Tape™ to deep or moving seams and expansion joints. (Shallow cracks, holes and voids can be filled with Garna-Flex® during the application phase).
 - 2) Metal: Replace areas, which are severely rusted through with new metal. Use Garna-Flex® to set and seal new metal in place. Large voids may be filled with urethane sealant or Garna-Flex® or bridged with Garna-Tape™.

3.04 INSTALLATION/APPLICATION:

- A. General:
 - 1. Do not apply over frozen or damp surfaces or when rain is imminent or over incompatible substances, such as release agents, form oils and any foreign material. Remove such incompatible substrates.
- B. Application of Garnite® Roofing Products:
 - 1. **Garna-Prime® not required on new SPF insulation (open for less than 48 hours) or where not exposed to environmental moisture (i.e. rain, condensation or dew).** Spray or roll apply Garna-Prime® uniformly under conditions and application rate recommended by manufacturer. Refer to Garna-Prime® Application Recommendations chart below and consult with manufacturer for application method and rate required for substrate type and condition.



GARNA-PRIME® APPLICATION RECOMMENDATIONS

Substrate Type	Application	Rate of Application	Method of (average mils)
Concrete	roll/spray		4
BUR	spray		2
Modified Bitumen	spray		4
EPDM	spray		2
PVC	spray		2
Wood	spray		3-4
Metal	spray		1-2
		(seams & boltlines)	

2. Allow Garna-Prime® to cure completely. Spray apply SPF insulation at a minimum of 1" thickness, + or - 1/4". Check with SPF manufacturer for application specifications.
3. Allow SPUF to cure completely (minimum of 2 hours). Spray apply (using Garna-Flex® Application Unit) or roll apply (1/2" roller nap or 32 mil notched squeegee recommended) Garna-Flex® at an average rate of 2 gallons per square (32 dry mils).
4. Allow Garna-Flex® to cure completely (minimum of 2 hours). Roll apply Garna-Thane® (1 1/4" roller nap recommended) at average rate of 1 gallon/square (11 dry mils).

Note: Application methods other than those specified herein must be approved in writing by the manufacturer prior to installation.

C. Sequence of Operation:

1. New Construction: Coordinate installation of work from other sections with Work of this section.
 - a. Install complete roof deck including all roof accessories, insulation and drainage components.
 - b. Install Garnite® Roof System.
 - c. Install all rooftop mechanical equipment including HVAC units, duct work, etc.
 - d. Inspect Garnite® Roof System for damage at completion of mechanical work. Make repairs and seal around installed mechanical as required according to manufacturer's instructions.
2. Recovery of Existing Roof:
 - a. Prepare existing roof surface according to manufacturer's instructions.
 - b. Install roof vents per manufacturer's recommendations.
 - c. Install Garnite® Roof System sealing around all existing roof top equipment and accessories and installed vents.
 - d. Inspect Garnite® Roof System at completion of work. Perform touch-ups as required according to manufacturer's instructions.

D. Related Products Installation Requirements:

1. Roof Vents: Install roof vents according to manufacturer's instructions and at rate recommended by manufacturer for specific substrate type and conditions. Remove and replace saturated substrate or vent from below according to NRCA recommended methods. Remove and replace moisture damaged decking. For general requirements refer to following chart (Roof Vent Installation Requirements) and consult with manufacturer for installation rate required for substrate type, construction and condition.



ROOF VENT INSTALLATION REQUIREMENTS

		Ambient Air Temperature (°F)										
		20	30	40	50	60	70	80	90	100	110	120
Relative Humidity (%)	90	18	28	37	47	57	67	77	87	97	107	117
	85	17	26	36	45	55	65	75	84	95	104	113
	80	16	25	34	44	54	63	73	82	93	102	110
	75	15	24	33	42	52	62	71	80	91	100	108
	70	13	22	31	40	50	60	68	78	88	96	105
	65	12	20	29	38	47	57	66	76	85	93	103
	60	11	19	27	36	45	55	64	73	83	92	101
	55	9	17	25	34	43	53	61	70	80	89	98
	50	6	15	23	31	40	50	59	67	77	86	94
	45	4	13	21	29	37	47	56	64	73	82	91
	40	1	11	18	26	35	43	52	61	69	78	87
	35	-2	8	16	23	31	40	48	57	65	74	83
30	-6	4	13	20	28	36	44	52	61	69	77	

2. Walkways: Allow fully installed Garnite® Roof System to cure completely before installing architectural walkways.

A. Install Polyflex® mesh by International Coatings, Inc. or equivalent in walkway areas and mechanical access areas and completely cover with 11 mils of roll-applied Garna-Thane®. Allow to cure and apply a second coat of 11 mils of roll-applied Garna-Thane®. Allow to cure completely before identifying walkway with outline stripes or colored paint as requested by Architect. Use Garnite® compatible color coating as recommended by manufacturer.

OR

B. Locate Yellow Spaghetti® by Western Plastics, Inc. or equivalent in walkway areas and mechanical access areas and lay panels of spaghetti into an average of 11 mils of roll-applied Garna-Thane®.

3.09 CLEANING:

- A. Final Cleaning: Remove temporary coverings, construction barriers and protection of adjacent areas. Remove construction debris from project site and legally dispose of debris. Correct any damage by cleaning, repairing or replacing as acceptable.
- B. Sealing Containers: Seal partially used containers tightly to avoid spilling upon removal from job site.
- C. Waste Disposal: Remove and legally dispose of waste according to local regulations.

3.10 PROTECTION:

- A. Protection: Protect installed product's finish surfaces from damage during construction.
 - 1. At the completion of work of all other trades, touch up and restore damaged or defaced surfaces.



3.11 INSPECTION:

1. Factory representative as job progresses.
2. Client as project progresses.
3. Final Inspection by Castro Roofing, Client and Manufacturer representative to be made at completion of project. Castro Roofing set time and date of Final Inspection.

3.09 PERFORMANCE and PAYMENT BOND:

1. Provide a Performance and Payment Bond per State requirement.

3.12 WARRANTY:

4. 20 Year Manufactures Warranty.
5. 20 Year Contractors Leak Warranty.

END OF SECTION

SECTION 07525 SBS MODIFIED BITUMEN ROOFING

PART 1 GENERAL

1.01 SUMMARY

- A. Remove and properly dispose of all existing roofing materials. Provide a two-ply reinforced S.B.S. Modified membrane mopped to rigid insulation on wood decking complete with related flashings, scuppers, cant strips, and performing such incidental or other work as may be necessitated by these operations.

1.02 REFERENCES

- A. ANSI/ASTM D41 - Asphalt Primer Used in Roofing, Damproofing, and Waterproofing.
- B. ANSI/ASTM D312 - Asphalt Used in Roofing.
- C. ANSI/ASTM D2178 - Asphalt Impregnated Glass Mat Used in Roofing and Waterproofing.
- D. ASTM D5147 - Modified Bitumen Membrane
- E. National Roofing Contractors Association (NRCA) - Roofing and Waterproofing Manual.
- F. Underwriters Laboratories (UL) - Fire Hazard Classifications.
- G. Sheet Metal and Air-Conditioning Contractors National Association, Inc. (SMACNA).
- H. CGSB 37GP56M Classification: Type 2, Class C, Grade 1.



1.03 SYSTEM DESCRIPTION

- A. System Description:
Two ply -base and cap - S.B.S. Modified Membrane – Torch– Mechanically Attached and Torch

1.04 SUBMITTALS

- A. Manufacturer's product data sheets and installation instructions on all materials proposed for use.
- B. Specimen copy of the manufacturer's standard roofing warranty.
- C. Fire Hazard compliance data.
- D. Submit two 8x10-inch square samples of membrane illustrating the color and thickness to be used.
- E. Submit a copy of the manufacturer's installation instructions.
- F. Submit a letter from the manufacturer that Contractor is a certified installer of the membrane system.

1.05 QUALIFICATIONS

- A. Applicator's Qualifications:
 - 1. Approved by the manufacturer prior to the bidding period and throughout the installation and able to present a copy of his certification upon request by the Architect or Owner.
 - a. Applicator must have installed at least five roofs of similar materials and methods specified for this project.
- B. Manufacturer's Qualifications:
 - 1. Must have a minimum of 10 years experience manufacturing SBS modified bitumen roofing membranes.
 - 2. Must submit a current copy of their ISO 9002 manufacturing certification for the plant materials the will be manufactured and shipped from. Additionally, the **SEQUENTIAL PRODUCTION LOG** and the **ISO 9002 PRODUCTION CONTROL RECORD** documents must accompany the material shipment and made a permanent part of the job record and warranty file.



3. Provide a factory trained technician for final inspection of the roofing system.
3. Provide a warranty upon satisfactory installation of the roofing system.

1.06 REGULATORY REQUIREMENTS

- A. Conform to all Local, State, and Federal Regulations.
- B. Underwriters Laboratories, Inc. (UL)
 1. Class A Fire Hazard Classification.

1.07 PRE-INSTALLATION CONFERENCE

- A. Convene prior to commencing work of this section at a time and location to be determined by the Owner.
 1. All parties responsible for work of this section are required to attend including the Owner, Contractor and any other trades involved in the roofing work.
 2. Review installation procedures and coordination required with related Work.
 3. Inspect and make notes of job conditions prior to installation.
 - a. Minutes shall be taken at the conference and provided to all parties present.
 - b. All outstanding issues shall be noted in writing designating the responsible party for follow-up action and the timetable for completion.
 - c. Application of roofing system will not take place until all outstanding issues are completed.
- B. No work will begin until a NOTICE TO PROCEED is issued following the pre-roofing conference. This notice shall include information concerning acceptable staging areas; suitable parking and access points; placement of trash conveyances; sanitary requirements; any and all working hour restrictions (day/night, weekends, and holidays); noise restrictions and project complaint procedure between contractor and building owner (occupants).

1.08 DELIVERY, HANDLING AND STORAGE

- A. Deliver all materials and store in their unopened original packaging, bearing the manufacturer's name, related standards and any other specification or reference accepted as standard.
- B. Carefully store on end materials delivered in rolls with selvage edges up, a minimum of 6-inches above grade. Store metal flashings and counter flashings in such a way as to prevent wrinkling, twisting, scratching and other damage.



1.09 QUALITY ASSURANCE

- A. Submit certification by the manufacturer of the system materials used that these Specifications and the Drawing Details are acceptable to them for the deck and surfacing to which they are to be applied.
 - i. All detailing – including but not limited to walls, curbs, drains, penetrations, edges,
 - ii. and expansion and control joints – shall be installed in strict accordance with prevailing *Approved Details* by manufacture
- B. Inspection: Prior to, during installation and at completion of the installation, an inspection shall be made by a representative of the manufacturer in order to ascertain that the roofing system has been installed according to their published specifications, standards and details.
 - 1. Warranty will be issued upon approval of the installation (See 1.11 of this section).

1.10 JOB CONDITIONS

- A. Surfaces on which the roofing membrane system is to be applied shall be clean, smooth, dry, free sharp edges, loose and foreign materials, oil and grease.
 - 1. Do not begin installation until all defective conditions have been corrected.
 - 2. All surface voids greater than 1/4" wide shall be properly filled with an acceptable fill material.

1.11 WARRANTY

- A. Upon completion of the work, furnish to the Owner the Manufacturer's written and signed No Dollar Limit (NDL) Roof Warranty, warranty that, should a leak develop in the roof during the term of this warranty, due either to defective material or defective workmanship by the installing contractor, the manufacturer will provide the Owner, at the Manufacturer's expense, with the labor and material necessary to return the defective area to a watertight condition. The term of the Warranty must be for a period of twenty 20 years from date of acceptance.
- B. Contractor is to guarantee all work against defects in workmanship for a period of twenty 20 years following final acceptance of the Work.



1.12: SITE PROTECTION

- A. During roofing work, exposed surfaces of finished walls shall be protected with tarps in order to prevent damage. Contractor shall assume full responsibility for any damage.

PART 2 PRODUCTS

2.01 GENERAL

- A. Base Bid:
 - 1. Soprema Inc. System: 2541
Base Flashing Specification: 2448
- B. Client may request a different material manufacturer.

2.02 MEMBRANE

- A. Membrane Base Ply: **ELASTOPHENE SANDED**
 - 1. Description: Waterproofing membrane shall have a glass mat reinforcement and thermofusible elastomeric asphalt. Both sides shall be lightly sanded. This membrane is to be applied by mopping only.
 - 2. Components: Reinforcement shall be 1.4 lbs/sq. fiberglass. Elastomeric asphalt shall be a mix of selected bitumen and SBS thermoplastic polymer.
 - 3. SBS Bitumen Physical Properties:
 - a. Average elongation: 1500%
 - b. Average softening: 265 Degrees Fahrenheit
 - c. Average low temperature flexibility: -22 Degrees Fahrenheit
 - d. Average penetration (40 (in 1/10 units at 5 sec.))
 - e. Average homogeneity greater than or equal to level 6 (Soprema method utilizing fluorescence microscopy at 250 x magnification)



4. Membrane Weight and Measurement:

- a. Approximate Weight Per Roll: 90 lbs.
- b. Approximate Thickness: 90 Mils

B. Membrane Top Ply: **ELASTOPHENE FR GR FLAM (LOW SLOPE)**

- 1. Description: Roofing membrane shall have a glass reinforcement and thermofusible elastomeric asphalt. The top side shall be self-protected with colored granules. The underside shall be lightly sanded. This membrane is to be applied by torch.
- 2. Components: Reinforcement shall be 1.4 lbs/sq. fiberglass. Elastomeric asphalt shall be a mix of selected bitumen and SBS thermoplastic polymer.
- 3. SBS Bitumen Physical Properties:
 - a. Average elongation: 1500%
 - b. Average softening: 265 Degrees Fahrenheit
 - c. Average low temperature flexibility: -22 Degrees Fahrenheit
 - d. Average penetration (40 (in 1/10 units at 5 sec.))
 - e. Average homogeneity greater than or equal to level 6 (Soprema method utilizing fluorescence microscopy at 250 x magnification)

4. Membrane Weight and Measurement:

- a. Approximate Weight Per Roll: 93 lbs.
- b. Approximate Thickness: 136 Mils

C. Base Ply Flashing: **ELASTOPHENE 180 FLAM**

- 1. Description: First Membrane flashing ply shall have a non-woven polyester reinforcement and thermofusible elastomeric asphalt. The bottom shall be lightly sanded for mopping only. The top side shall have a thermofusible plastic film for torching only.



2. SBS Bitumen Physical Properties:

- a. Average elongation: 1500%
- b. Average softening: 265 Degrees Fahrenheit
- c. Average low temperature flexibility: -22 Degrees Fahrenheit
- d. Average penetration (40 (in 1/10 units at 5 sec.))
- e. Average homogeneity greater than or equal to level 6 (Soprema method utilizing fluorescence microscopy at 250 x magnification)

3. Components: Reinforcement shall be 3.68 lbs./sq. non-woven polyester. Elastomeric Asphalt shall be a mix of selected bitumen and SBS thermoplastic polymer.

4. Membrane Weight and Measurement:

- a. Approximate Weight Per Roll: 83 lbs.
- b. Approximate Thickness: 90 Mils

D. Top Ply Flashing: **SOPRALENE FLAM 180 GR FLAM**

1. Description: Cap membrane flashing ply shall have a non-woven polyester reinforcement and thermofusible elastomeric asphalt. The top side shall be self-protected by colored granules. The bottom side shall be protected by a thermofusible plastic film. This membrane is to be applied by torching only.

2. SBS Bitumen Physical Properties:

- a. Average elongation: 1500%
- b. Average softening: 265 Degrees Fahrenheit
- c. Average low temperature flexibility: -22 Degrees Fahrenheit
- d. Average penetration (40 (in 1/10 units at 5 sec.))
- e. Average homogeneity greater than or equal to level 6 (Soprema method utilizing fluorescence microscopy at 250 x magnification)



2. Components: Reinforcement shall be 3.68 lbs./sq. non-woven polyester. Elastomeric Asphalt shall be a mix of selected bitumen and SBS thermoplastic polymer.
4. Membrane Weight and Measurement:
 - a. Approximate Weight Per Roll: 90 lbs.
 - b. Approximate Thickness: 160 Mils

2.02 BASE SHEET

- A. ASTM D4601, Type II; Sopra -G

2.03 Flashing Fluid-Applied Membrane

- A. Basis of Specification: ALSAN Flashing by SOPREMA.
 1. Description: Ready-to-use single-component bitumen-modified polyurethane resin.

Reinforcement: Spun-laced high-performance polyester reinforcement used at change of plane junctures, penetrations, curbs, projections, repairs and seams.

2.04 FASTENERS

- A. Wood: Roofing nails of galvanized steel, long enough to penetrate the wood by at least 3/4-inch on flashings on parapet walls.
- B. Masonry: Nail-in expansion type device with zinc body, plated steel nail, mushroom head and long enough to embed into the masonry a minimum of 1-inch.

2.05 PRIMER

- A. Asphalt Primer: **ELASTOCOL 500**
 1. Primer shall be applied on all dissimilar materials except insulation.
 2. Description : Black bituminous varnish.
 3. Composition : Asphalt modified bitumen with thermoplastic polymers and volatile solvents.



2.06 ASPHALT

- A. Asphalt shall be certified in full compliance with the requirements of 190- Type IV. Each container, or bulk, shipping ticket shall indicate the equiviscous temperature (EVT), the finished blowing temperature (FBT), and the flash point.

2.07 ROOF INSULATION

- A. Insulation shall be a rigid (fill in type) board with facing material acceptable to the membrane manufacturer for the system specified.

Acceptable products are:

Polyisocyanurate + Perlite (FM)
Polyisocyanurate + HD Fiberboard (FM)
Polyisocyanurate + Densdeck (FM)
Polyisocyanurate + Sopraboard (FM)

- 1. Standard board size to be 4'X4 with an aged R-value of 19.
 - 2. The insulation manufacturer shall substantiate in writing its recommendations for the use of their product under the asphalt based waterproofing membrane bonded with hot asphalt.
 - 3. Tapered insulation is required at various locations to eliminate ponding. Minimum Slope: ¼"per foot.
- D. Drain Sumps
 - 1. ¼":12" tapered perlite or equivalent panels for installation at drain sumps-na.

2.08 MISCELLANEOUS

- A. Traffic Topping (walkway): Shall be Soprema Soprawalk.
- B. Water Cut-Off Mastic: Soprema Elastic Cement or Sopramastic, or as approved by manufacturer.
- C. Sopralene Flam 180 for gusset material.



PART 3 EXECUTION

3.01 SURFACE INSPECTION AND PREPARATION

- A. Before commencing work, all surfaces shall be smooth, clean, dry and free of any debris that would adversely affect the installation of the membrane.

3.02 SURFACE PREPARATION

- A. (Concrete Decks): Verify slope and condition of concrete decking.
 - 1. Verify that openings, penetrations and projections are sealed to prevent hot bitumen for entering the building.
 - 2. Follow SOPREMA General Requirements.
- B. (Light Weight Concrete Deck): Verify slope and condition and of light weight concrete decking.
 - 1. Verify the applicability of providing deck ventilation per manufacturer's recommendations.
 - 2. Roofing work must not commence until A NOTICE TO PROCEED, verifying dry density, compressive strength, and curing, per installation contractor and deck manufacturer.
 - 3. Follow SOPREMA General Requirements.

3.03 INSTALLATION

- A. Install roofing membrane on clean and dry surfaces, in accordance with the manufacturer's requirements and recommendations.
- B. Perform roofing work on a continuous basis as surface and weather conditions allow.
- C. Protect adjoining surfaces against any damage that could result from roofing installation.
- D. Install only as much roofing as can be completed in one day. If weather conditions do not permit such completion, exposed areas shall be temporarily weatherproofed to prevent any water infiltration from damaging other materials already installed.

3.04 EQUIPMENT

- A. Maintain all equipment and tools in good working order.



- B. Equip kettles and tankers with accurate, fully readable thermometers. Do not heat asphalt to or above its Flash Point. Avoid heating at or above FBT, should conditions make this impracticable, and exception is granted by the Consultant, heating above the FBT must not be done for more than four (4) hours. Application temperatures must not be more or less than 25 degrees F of the EVT.

3.05 ASPHALT PRIMER APPLICATION

- A. Prime all dissimilar surfaces to which asphalt or membrane will come in contact. Apply at the rate of 150 - 200 sq. ft. / gallon.

3.06 ASPHALT APPLICATION

- A. For membrane application apply asphalt at a minimum temperature of approximately 425 degrees F. Apply asphalt at a rate of 20-30 lbs./sq. at a distance not to exceed three (3) feet ahead of the roll to provide a sufficient adhesion with the asphalt of the membrane.

3.07 BASE PLY INSTALLATION (FIELD)

- A. Unroll dry base ply membrane on specified substrate for alignment. Each strip shall have three (3) inch side laps and six (6) inch end laps.
 - 1. Begin at low point of roof.
 - 2. Place membrane so edge lap will be centered on drain.
- B. Re-roll base ply (halfway) one end at a time in accordance with recommendations of Soprema, onto an approved substrate.
- C. Roll the membrane into a full width mopping of asphalt. The membrane must be firmly and uniformly set, without voids, into the asphalt which is applied at a nominal uniform rate of 23 lbs. per square.
- D. The temperature of the asphalt at application should be such that, when the membrane is set its temperature is approximately 20 F above EVT.
- E. Application shall provide a smooth surface, free of air pockets, wrinkles, fishmouths or tears.
- F. Run membrane tight up against any vertical surfaces such as curbs, parapets, and vents.
- G. The "Mop and Flop" technique is not an acceptable installation procedure.



3.08 BASE PLY FLASHING INSTALLATION

- A. Prior to surface sheet application, vertical surfaces receiving the base ply flashing shall receive an application of Elastocol 500 Primer.
 - 1. Reinforce all inside and outside corners per manufacturer's recommendations.
- B. Lay base ply flashing in strips three (3) feet wide to the vertical surfaces, extending onto the flat surface of the roof a minimum of four (4) inches. Side laps shall be three (3) inches and shall be staggered a minimum of four (4) inches with the laps of the base ply.
 - 1. THOROUGHLY SEAL ALL VOIDS IN THE CORNERS AND SEAMS.

3.09 TOP PLY INSTALLATION

- A. Once the base ply is applied and does not show any defects, install the top ply.
- B. Unroll top ply starting from the low point of the roof. Care must be taken to insure good alignment of the first roll (parallel with the edge of the roof). A 45 degree cut shall be made on the selvage edge of underlying membrane prior to application to insure a good seal between the membranes.
- C. Stagger base ply and top ply seams a minimum of twelve (12) inches.
- D. Top ply shall have side laps of three (3) inches and end laps of six (6) inches.
- E. Roll the membrane into a full width mopping of asphalt. The membrane must be firmly and uniformly set, without voids, into the asphalt which is applied at a nominal uniform rate of 23 lbs. per square.
- F. The temperature of the asphalt at application should be such that, when the membrane is set its temperature is approximately 20 F above EVT.
- G. Application shall provide a smooth surface, free of air pockets, wrinkles, fishmouths or tears.
- H. Run membrane tight up against any vertical surfaces such as curbs, parapets, and vents.
- I. The "Mop and Flop" technique is not an acceptable installation procedure.
- J. After installation of the top ply, check all lap seams on the top ply using the edge of a hot trowel. Correct defect.



- K. During installation, avoid asphalt seepage greater than 1/4 inch at seams.
 - 1. Cover asphalt seepage with a sprinkling of loose granules, color to match membrane.

3.10 TOP PLY FLASHING INSTALLATION

- A. Lay top ply flashing in strips three (3) feet wide.
 - 1. Side laps shall be three (3) inches and shall be staggered a minimum of four (4) inches from top ply laps.
- B. Torch weld top ply flashing in accordance with recommendations of Soprema, directly on its base ply, proceeding from bottom to top followed by the torching of the roof tie-in.
- C. Using a chalk line, lay-out a straight line on the top ply surface, parallel to the roof edge, six (6) inches inside the roof from the base of the cant strip or right angle to be flashed.
- D. Using a torch and heated flat trowel, embed the surface granules into the heated and soft bitumen from the chalk line to the edge of the top ply, and to the top of the cant or right angle.
- E. Extend top ply flashing down the vertical surface and onto the flat roof at a distance of six (6) inches, to the extent of the area of embedded granules. For ease of application, cut roll into required lengths and use width of roll three (3) feet down length of roof, maintaining specified three (3) inch laps.
 - 1. Firmly press flashing into position.
- F. Thoroughly seal all voids in the corners and seams.
- G. Application shall provide a smooth surface, free of air pockets, wrinkles, fishmouths or tears.
- H. During installation, avoid asphalt seepage greater than 1/4 inch at seams.
 - 1. Cover asphalt seepage with a sprinkling of loose granules, color to match membrane.

3.11 WATER CUT-OFF

- A. At the end of the day's work, and when precipitation is eminent, a water cut-off shall be constructed at all open edges. Construct the cut-off with the same membrane and asphalt. Cut-off must be able to withstand extended periods of wet weather. The water cut-off shall be completely removed prior to resuming the installation of the roofing system.



3.12 CLEANING

- A. Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.
- B. Remove asphalt markings from finished surfaces.
- C. Repair or replace defaced or disfigured finishes caused by work of this section.

3.13 ROOF DRAINS

- A. Provide a smooth transition from drain bowl to deck surface.
 - 1. Prime all metal surfaces.
 - 2. Using a trowel, set a 6-inch wide layer of mastic around the drain bowl edge as water cut-off.
- B. Install base ply membrane with lap centered on bowl and as specified under 3.09 of this section ensuring a tight seal at drain.
 - 1. Install a fully primed, 30-inch square sheet of 4-lb lead flashing set in mastic.
 - 2. Mop into place a reinforcing sheet of base ply material three feet square centered on drain.
 - 3. Extend membranes 1-inch beyond the inside edge of the drain bowl and temporarily secure with clamping ring.
- C. Install top ply as specified under 3.10 of this section.
 - 1. Extend membrane 1-inch beyond the inside edge of the drain bowl.
 - 2. Position membrane so as to avoid the occurrence of any seams at drains.
 - 3. Seal off drain by running a hot trowel along the edge and firmly pressing against the rim.
- D. Install clamping ring and drain covers supplied with drain.
- E. Test all drains for proper flow and watertightness. Correct defects.
- F. Replace any damaged or missing drains with new per unit pricing schedule.



3.14 VENT (STACK)

- A. Inspect base ply installation and ensure tight seal around pipe.
- B. Construct and install over base ply a sheet metal vent sleeve with welded or soldered seams and as per details.
 - 1. Provide a minimum 5-inch base flange.
 - 2. Prime all metal surfaces.
 - 3. Heat metal flange with torch prior to setting in place and firmly pressing on flange to ensure even contact with roof surface.
- C. Mop into place a reinforcing sheet of base ply material three feet square over the vent.
 - 1. Seal all seams and edges with a heated trowel.
- D. Install top ply as specified under 3.10 of this section.
 - 1. Cut membrane to fit tight against stack sleeve and seal by running a heated trowel around vent base.
- E. Install metal vent cap.

3.15 WALKWAYS

- A. Install walkway (Soprawalk) in the same configuration and pattern as existed on the original roof unless shown or specified differently herein or on project drawings.
- B. Layout sheets dry, adjusting spacing to be uniform, cut and trim pieces as required to fit conditions, direction changes and closing.
 - 1. No piece shall be less than 24-inches.
 - 2. Provide a 2-inch gap between sheets for drainage.
- C. Align the sheets to be straight and true, using a straight edge or snap lines as required.
- D. Follow specifications for top ply installation.



3.16 COUNTERFLASHING/ PARAPETS

- A. Remove and re-use existing counter flashing when possible. If metal counter flashing must be replaced to insure a water-tight installation the cost of the new metal must be included in bid price. Replace with same gauge galvanized metal as existing.
- B. Base ply membrane is to run horizontally tight up to the vertical or cant as required.
- C. Install base ply flashing according to 3.08 of this section. Carry flashing up the vertical surface and secure at the top edge at 8-inch centers using fasteners with minimum 1" diameter heads.
 - 1. Install a continuous metal cleat (material) and edge as detailed.
 - a. Prime all dissimilar surfaces prior to membrane or flashing installation.
 - b. Flange on edge to be 4-inch minimum.
 - c. Nail flange to wood blocking at 4-inch center - staggered.
 - 2. Install top ply membrane and flashing as detailed and specified under 3.09 and 3.10 of this section.

END OF SECTION

Castro Roofing would like to thank you in advance for the opportunity to review and design this solution. We are totally committed to creating **Raving Fans!** before, during and after your roofing project. We have taken great provide a solution that perfectly meets with your current and future needs. We look forward to working with you.

THE ABOVE PROPOSAL APPROVED BY

Signature: _____
Name: _____
Title: _____
Date: _____



Discussion and Update on Repairs and Improvements to the Bidault House

Pre Council Meeting

June 2, 2015

Background

- Bidault House purchased by City in April 2011
- Re-Use Study prepared by historic building consultant in October 2012
- Historical Preservation Committee made recommendations for repairs and improvements in June 2013
- Recommendations presented to City Council on June 18, 2013

Recent Actions

- Asbestos and lead paint surveys were conducted
- Asbestos was found in the window caulking, roofing and flooring and lead found in exterior and interior paint
- Recommended scope of work revised to include required mitigation of asbestos and lead paint
- Updated estimate of costs for revised scope of work have been prepared

Proposed Scope of Work

- Mobilization
- Asbestos and lead paint abatement
- Clean exterior of house
- Replace rotted wood and reinstall “Widow’s Walk”
- Seal and caulk boards, windows, and entryways
- Prime and paint exterior of house
- Sand, scrape and repaint original garage
- Replace original garage door with new cedar door
- Tear down and dispose of “add-on” attached garage
- Install new roof on original garage
- Install new roof over “Widow’s Walk”
- Replace roof on remainder of house with 20 year warranty composition shingles

Estimated Cost

- Base cost is \$69,739, which includes asbestos and lead paint abatement
- Staff recommends an additional 10% contingency for unknowns such as rotted wood under the roof shingle
- Roof shingles can be upgraded to a 30 year warranty for an additional \$1,739

Discussion and Questions



HISTORIC BIDAULT HOUSE RE-USE SUMMARY REPORT October 16, 2012



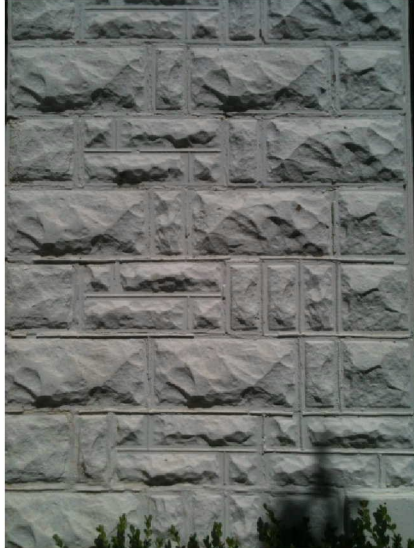
Significance & History of Bidault House

The Bidault House is located at 1416 Glade Road. It is the only existing homestead in Colleyville to receive a Texas historical marker; it was recorded as a historic landmark by the Texas Historical Commission in 1980. Designed and built by French native Anthelm Bidault (1862-1951), construction on the house began in 1905 and was completed six years later. Concrete blocks were used to build the house; the blocks were made with molds ordered from a Sears Roebuck and Co. catalog. Bidault's farm, as the property was known then, was noted for its orchards, berry fields, and vineyard. During World War I, French soldiers stationed at Camp Bowie in Fort Worth made regular visits to the Bidault home, which the family referred to as "Chateau Bidault." The home was last occupied by former Colleyville City councilman Jim Moore, a descendant of Anthelm Bidault.

Architectural & Site Evaluation

The Historical Preservation Committee members have been working with Gary Neil Smith, president and executive director of Dallas Heritage Village at Old City Park, to provide expertise on this project. Mr. Smith has more than 30 years of executive experience in acquiring, renovating, and maintaining historical structures for public use. Dallas Heritage Village is home to the largest collection of 19th century pioneer and Victorian homes, and commercial buildings in Texas. The following evaluation and recommendations as to the care and maintenance of the house and some of the options for re-use were developed under his guidance.

The Bidault House shows a mixture of architectural styles commonly found at the turn of the last century. It is basically in the bungalow style, but has elements of the craftsman style, and most notably, the classical revival personified in the white porch columns and the "widow's walk" on the roof. The original garage of the house, with its sloping exterior walls, is also in the bungalow style.



The house is constructed of molded concrete blocks on a stone foundation. In an era where wooden houses frequently burned down, concrete was valued for being fire proof. Plus, homeowners could make these blocks themselves. Sears sold molded concrete block kits to the public, and the Bidault House blocks were constructed from a Sears' kit.

Adaptive Reuse Concepts

The Historical Preservation Committee, with the assistance of Mr. Smith, considered several public and private uses for the Bidault House. Probable costs, based on similar projects, for each option are provided as guidelines. If one of the options is chosen as a course of action, the next steps would be to develop a detailed budget and timeline for that option. It should also be noted that for all public uses, the City's annual costs to maintain the grounds at the current level and today's pricing will remain at \$3,500. In addition, removal of the "modern" garage is recommended regardless of any option. This probable cost, depending on the structural attachment of the garage addition to the house, could range from \$18,000-\$25,000.

Public Uses

Option 1: House Museum

The Bidault House could be turned into a historic house museum, restored, furnished, and opened to the public for tours. Under this scenario, the house could either be operated by the City of Colleyville or run by or in cooperation with a private non-profit organization.

House museums are the most common type of museum in America, and there are literally thousands. They are also one of the hardest types of museums to fund and operate. And, very few can be self-sustaining. Unless a house museum is strongly associated with a well-known person or event, it is difficult to get more than a few thousand people a year to attend. Add some special events around the holidays, offer school tours, and be available

for weddings and private parties, and the museum will do better, but still not be self-sustaining.

Analysis: The Bidault House is not a good candidate for a historic house museum. The house exterior is relatively intact and, with the exception of the garage addition, seems to have escaped significant alterations. The interior, however, shows the result of continuous use and occupation up until the present. The original floor plan is mostly intact on the first floor, but few original features remain. The house would likely have had plaster walls, but at some point the entire house has been sheet-rocked. What was likely the original kitchen is now an enclosed porch, and the present-day kitchen may well have been a bedroom at one time. In the downstairs rooms, 1970s paneling, carpeting, and floor tiles predominate. The upstairs was likely an unfinished attic originally, but a staircase was added to the front hall, and some small rooms and a bathroom were added, again in a 1970s decor. To make this house into a house museum would require wholesale removal of most of the interior.

Even if the house was made as a house museum "as is," there are no furnishings associated with the house and the family that lived in it. Furnishings of the time period would have to be assembled and the house set up as a 1905 house, with a 1970s interior.

Probable costs to refresh the house (lower level) and grounds: \$225,000. (There may be additional costs associated with bringing the building fully compliant with current building codes. For instance, if the building were to require a sprinkler system, that would be an additional cost over the probable cost provided here.) In addition, operational costs would need to be considered to use the house as a museum and would vary depending on staffing levels and hours.

Option 2: Education program/event space

The house could be used for educational programming and small public events of a historical or cultural nature based on programs developed by City of Colleyville staff or on a contract basis with area museums or museum professionals.

Analysis: Although the Bidault House does not make a good candidate for being a full-fledged house museum, it would be certainly be possible for a history museum educator to design and implement historical programs using the house as a venue. For some types of programs, the house and grounds would actually work very well. Examples of possible options include the following:

Children's programming/school tours: A museum educator could conduct research on the house, family, and surrounding community and then, coupled with artifacts commonly found in many history museum collections, be able to put together a basic program on early Colleyville history that local school children could participate in. It could be hands-on in nature, and invite the participation of kids. The house itself, and in good weather, the outdoors, could be utilized in this fashion.

Heritage Festival: Once a year, the house and grounds would lend itself to a Colleyville Heritage Day festival, where historic crafts, demonstrations, food and drink, music, and small exhibits could be featured. All of this could be done on a theme of celebrating Colleyville's heritage. The front yard of the house would work well for this, and the house's downstairs rooms and front porch could be used, as well.

Christmas Holidays program: Holiday programs that celebrate the holidays of different cultures are very popular, and the Bidault House could be used for this type of

program. The house exterior could be decorated for the season, and different non-profit organizations might decorate individual areas of the house, using them to promote their own organizations. Refreshments, children's crafts, and musical entertainment could be staged on the front porch or in the front and side yards.

Lecture Series: A series of two to three lectures could be put together and held at the house. In truth, lectures don't draw large audiences, but a small series, staged in the house for 20-30 people, and focusing on topics of history, house preservation, antiques, etc. would be a good use of the house. Serving beverages and light snacks before or after this type of program, to provide a social aspect to the venture, would help to make them more popular.

Probable costs would be similar to Option 1 to refresh the house (lower level) and grounds: \$225,000. Operational costs for each use option would vary.

Option 3: Meeting Space/Community Center

The Bidault House could be operated by the City of Colleyville as a public meeting space, available to groups on a reservation basis to hold meetings and/or rented to organizations and private citizens for parties, picnics, family reunions, etc.

Analysis: The Bidault House might lend itself to being an all-purpose meeting and rental space. Under this scenario, the house exterior would be restored to its original appearance and the grounds would be renovated with native Texas plants and limited seasonal plantings. The interior would be refreshed with new paint and flooring, and the bathrooms and kitchen would also be updated for public use. The house could then be ready for use by any number of functions: civic clubs such as Rotary or Lions Club; craft and art classes by private teachers; wedding receptions, family reunions and picnics; small art exhibits. The house could be used for small art exhibits very nicely. There are numerous examples of historic buildings that have been successfully adapted into non-historical uses.

Probable costs would be similar to Option 1 to refresh the house (lower level) and grounds: \$225,000. Operational costs would vary depending on staffing levels and marketing costs to promote the space would also need to be considered.

Private Uses

Option 4: Lease to non-profit organization or private business

The house exterior and grounds could be restored so that the City's preservation intent is honored, and then the building could be leased to a non-profit organization.

Analysis: After the house is "made ready" the City of Colleyville could make the house available for lease to a non-profit organization. Again, the house's preservation would be assured, but the house in this case might generate some lease income to help defer the cost of the City's ownership. The City would need to establish guidelines as to what type of business would not be permitted.

Probable costs would be similar to Option 1 to refresh the house (upper and lower level) and grounds: \$225,000-300,000.

Option 5: Sell to private non-profit organization with preservation covenant

The house could be sold, with a restrictive easement placed on it so that there would be restrictions on what changes could be made to the exterior.

Analysis: The City of Colleyville could sell the property but attach a historic covenant or easement to the property, protecting the outside appearance of the building. The Galveston Historical Foundation has followed this practice for years on a number of buildings that it owned on the historic Strand. This option would need to be thoroughly vetted with the city attorney or other legal expert.

This option does not incur renovation or “refresh” costs and is, therefore, the most cost-effective. Costs for legal fees and for marketing the property for sale, as well as any considerations required by a buyer, would need to be considered.

Public/Private Use**Option 6: Develop a community tour (grounds only) of the Bidault House and combine with the sale or lease of the property to a non-profit organization or private business**

Changes to the interior of the home have relegated the historical significance of the Bidault House to the home’s exterior. This option would utilize only the exterior of the home by using historical photographs as “window murals” and quick response codes to provide historical information. In combination with this, the home could be sold or leased to a non-profit or private business.

Analysis: This would expand on the historical objectives of the preservation efforts while providing an option to keep the building in use.

Probable costs associated with refreshing the exterior of the house, and creation and development of “window murals” is \$125,000-\$150,000.

Additional Options**Option 7: Maintain the Bidault House “as is,” partner with community groups for upgrades**

The Bidault House has long been a landmark in Colleyville. The house remains structurally sound and could be left in its current state for some time, with some basic cleanup activity.

Analysis: This provides the most cost-effective option for the City, yet still preserves the Bidault House as a historical landmark in Colleyville.

No additional costs beyond the current maintenance costs are associated with this option.

Option 8: Complete historical renovation of both interior and exterior to restore it to its original period.

This option would entail extensive renovations to the entire property with the objective of restoring the home to its original period, including removing all sheetrock and drywall from the interior to be replaced by historically accurate bead boards, restoring hardwood floors, repainting inside and outside, constructing an exterior restroom for public use, ADA compliance, and bringing the house up to current building codes by installing new electrical

and plumbing, and retrofitting doors and windows. This option could also include construction of a 25,000-square-foot parking lot with up to 15 spaces.

Analysis: This is the most expensive option available, but it would allow for any of the future uses suggested in the other options. However it does not address future uses for the home nor account for any costs associated with those uses, including period furniture or promotional activity, such as signage or displays.

Probable costs for a complete historical renovation are anticipated to be \$775,000.

Funding Options & Community Involvement

Public funding opportunities are limited. While private contributions are a possibility, realistically it is unlikely that private contributions will substantially offset any of the probable costs associated with the options presented here. While the Historical Preservation Committee has explored several opportunities for fundraising events, the costs associated with producing such events would markedly reduce any funds that might be raised. The best opportunity for funding any option is through historical preservation grants, many of which are offered through the state's Historical Preservation Commission. However, multiple grants would need to be obtained at each stage of the process and, as the majority of grants are offered only as matching grants, a private fundraising entity, such as the Colleyville Historical Preservation Foundation, would need to be established or reestablished to allow for some fundraising activity.

Some of the rudimentary work on the grounds and house could be accomplished through partnership with local community groups, such as the Colleyville Garden Club, Keep Colleyville Beautiful, and the Rotary and Lions Clubs. In addition, student groups seeking community service projects could also be utilized. In addition to performing some of the essential tasks associated with preserving the Bidault House, partnering with community and student groups could give the community a sense of "ownership" and investment in this historic landmark.

Recommended Repairs and Landscaping Improvements (Refresh Only)

If the house is to be used by the general public, an architect versed in ADA regulations should be consulted as to what modifications might be needed to guarantee public access. Initial research shows that most ADA attention will be put on gaining access to the house, as in devising a ramp to get in one of the doors, perhaps a back door. ADA regulations are most interested in how people would get from their automobile (meaning an accessible space); how they will travel from the automobile to the house (meaning an accessible walkway---not necessarily concrete, but flat and stable); and then how they will get up steps and through a door.

Historic houses get lots of leeway on other issues. For example, historic doorways are too narrow by modern ADA standards, but historic houses open to the public are not required to widen their doorways. However, access to the interior of the house and possibly to any bathrooms in the house that may be used by the public will likely be required.

Early photos of the house indicate that the main body of the house was not painted, with only the window lintels and sills (concrete) and the window sashes (wood) showing white paint. It is not known when the entire house was painted white, but it appears the existing

paint was applied many years ago. Given that the existing white paint is adhering well on most of the house, the cost and trouble of removing the paint would be counterproductive.



The exterior of the house is molded concrete block with mortared joints. In general, both the blocks and the joints are in good condition. There are areas where the mortar is loose and will need to be repaired, and there are a few areas of the house where the paint on the blocks will need to be scraped and primed—this was noted primarily on the front porch, around the columns. Some window frames and sashes are in good condition and will only need to be painted; others will require scraping, priming, caulking, and possibly some minor repair.

As a first step the entire house should be washed with water and bleach. Gentle scrubbing with a brush should remove most of the dirt and help identify what areas will need further work. There is no need to either sand blast or power wash. The entire house should then be painted white, other than the porch ceiling (see recommendations below). Window sashes and frames should be painted white. It appears that only the screens and screen doors should be painted black to conform with the original state of the house.

Additional Recommendations

Front porch/south side: The front porch floor should be cleaned. Gray paint on the west side of the porch should be removed by scraping, and if needed, paint remover. Loose concrete should be repaired so that the entire floor is smooth and safe, but care should be taken to retain the original cross cut lines in the concrete.

Porch Ceiling: The porch ceiling is made of pressed tin and it shows signs of paint failure and rust. The ceiling should be cleaned, and loose paint should be wire brushed so that the surface is stable. The rust can be stabilized with a commercial liquid rust stabilizer before a final coat of paint is applied. The porch ceiling is currently painted white. It was common in southern states to paint porch ceilings a light blue, but either leaving it white or painting it blue would be acceptable.

East Wall: The east wall of the house appears to be in the worst condition. The lower walls are stained a reddish brown, most likely resulting from roof run-off splashing on the red dirt. Most likely, this can be scrubbed off with bleach. The window sashes also show a great deal of flaking paint and will have to be scraped and possibly repaired; some window glazing is missing and will need to be replaced.

Back Porch: The back porch is composed of stacked stones and concrete. The structure appears relatively solid, but it should be carefully examined and some stones will need to be re-mortared.

North Wall: There is general agreement that the garage should be removed, and this should be one of the first things done. An initial inspection seems to indicate that the garage was simply attached to the house, but no walls were taken out or compromised. If the City pursues demolition, this is something that should be verified. Ideally, the removal of the garage should not have to result in any reconstruction of the house, beyond removal of the concrete pad.

West Wall: The west wall is in relatively good condition and should require mostly cleaning and repainting, along with some minor repair.

Roof: The roof appears to be in workable condition, and the flashing is still shiny and undented. There is no evidence of leaks inside the house on the second floor or inside the attic. There are four dormers and a "widow's walk" on the roof. The four dormers should be cleaned, scraped and painted the same as the other windows on the first floor.



Widow's Walk: The current widow's walk is a fairly modern approximation of a widow's walk, but a very poor one that actually detracts from the appearance of the house. This may be one area that deserves a real restoration. Early photographs of the house show a proper widow's walk with spindles, balustrade, and even four lighting rods on the four corner posts. Every effort should be made to duplicate the appearance of this original feature.



Original garage: The original garage on the west side of the house should be cleaned, repaired as necessary, and repainted. The roof should be examined, since it appears to be a sloping flat roof, and these types of roof depend on drainage pipes (several are visible on the north side) staying free from leaves and branches.

Attached garage: The attached garage should be removed as a first step in work on the house. The garage is deteriorated and would require significant repair for continued use. Removing the garage will restore the original architectural lines of the house, presenting a more pleasing and accurate appearance.

Landscape Recommendations

The main goal for a landscape project for the Bidault House is to make grounds that are pleasing in appearance, relatively easy to maintain, and make use of period and regionally-appropriate plants. Little is known about the original landscaping. The few historical accounts refer to the gardens, vineyards, and orchards on the property. Most of this land is no longer part of the property, but there are still a few acres of land surrounding the house that can be made much more attractive.

There are physical clues to the old gardens that can serve as a starting point for renovating the grounds. Starting on the eastern perimeter of the property fronting Glade Road, there is what looks like a gate post near where the driveway to the original garage is located. Stretching to the west, there is a line of trees that may represent an original fence line. Rounding the corner at Glade and Bluebonnet roads there is a pump house, on top of which might have been a windmill or tank. Rounding the corner down Bluebonnet is a thicket of some mature trees, and lots of underbrush leading to a side driveway. Scattered throughout the front yard are a variety of mature trees, including pecan, pine, and maple. There are indications, both from the amount and placement of gravel, and the depression of the land, of a driveway that curved in front of the house. It is possible that it was a circular drive with an exit from the side of the property was part of the original property. In fact, a circular driveway to the front of the house is plainly visible in one of the historic photos of the house.

Front yard recommendations: Consider building a fence to define the property. This would be visually pleasing, help to identify the property as something special to the many cars that go by, and would restore some of what was almost certainly the original look to the property. Since there appear to be no photographs of the house that show the property's fence, some conjecture might be necessary. For a house of this period, a picket fence could be appropriate, although since this was a rural house a more simple board fence would also be appropriate. For the sake of practicality of maintenance, a board fence would also be easier to maintain, not to mention less expensive to build. Again, the row of mature trees fronting Glade Road seem to represent an earlier fence line, so this can be a rough guide to where a new fence should be built. Since the house has a Texas historical marker, all changes to the grounds and façade will be coordinated with the Texas Historical Commission, if it is the City's intent to retain the state historical designation.

Below is an example of a simple board fence.



Efforts should be made to reestablish the driveway by laying new gravel back to the original garage. From the appearance of the gravel that remains on the property, this was a crushed red stone. Some of the old flower beds have the red sandstone that is commonly found in some areas of Tarrant County and areas west of Fort Worth. Perhaps this old gravel came from such an area. If this kind of gravel is not available, the use of decomposed red granite could be considered.

Most of the trees in the front are worth keeping, but need to be pruned.

Front Planting Beds: The front of the house shows evidence of a driveway or turn around leading to the original front walk. The front walk is flanked by two triangular flower beds, evidently original. Four urns, all of which are still on the property, were placed in the front and featured plants. The areas on either side of the steps have some very old yucca plants, and then a collection of more modern nandina and holly bushes.

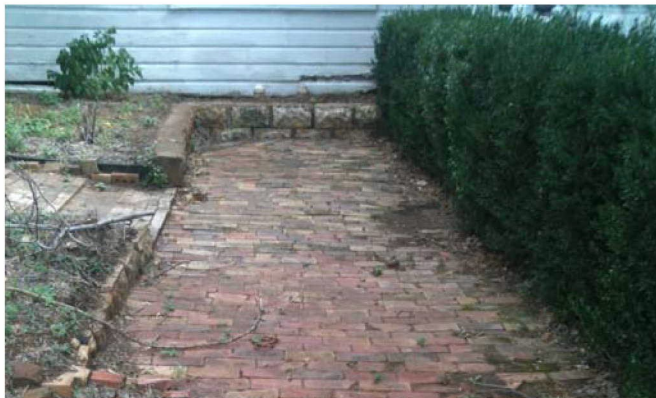


As the front of the house is most important to the overall appearance of the house, the recommendation is that front triangular beds should be prepared and planted, perhaps with a hardy perennial like iris and/or day lily. The photo above shows what appears to be grass in these beds, and may have been intended as a grass buffer between the house and the gravel driveway.

The urns, which are still on the property, should ideally be relocated to the front and planted with native plantings to reduce needed care and maintenance.

The areas on either side of the steps should be cleaned out and the soil prepared for planting. The yucca plants on the corners should be left in place, because they appear to be very old, but the nandina and holly should be removed. This area might also feature iris or day lily, or other perennial plants that can be relatively easily maintained.

West Side: This area has some original features that are still visible, including a small red stone rock-bordered bed and a small retaining wall near the attached garage north wall constructed of the same molded concrete blocks as the house. There is also a brick walkway near the garage that appears to be fairly old, and a newer, less well-laid brick walk closer to the front of the house. Bordering the entire wall is a boxwood hedge.



The newer brick walk should be taken up and possibly replaced with something like decomposed granite. The small stone bordered bed, which has a few iris and day lilies, and signs of some other native plants, should be nurtured, restored, and further planted with appropriate plants. The boxwood hedge on the side of the house should be trimmed down to roughly half its present height.

East Side: The chain link fence should be removed. And the dead limbs trimmed from the trees, especially the large cottonwood with large dead branches hanging over the house. In addition, removing or cutting back the Vitex shrub (near the chain link fence) and the crepe myrtle that is growing very close to the house is recommended.

Something should be planted along the drip edge of the house. Water currently runs off the roof, hits the red dirt, and then splashes up on the house, discoloring the walls. Laying sod along the drip line might suffice or establishing a bed or planting a row of boxwood. The easiest and most cost effective measure, and perhaps the most historically accurate, would be to lay a line of Bermuda grass sod.

Back/North Side: The removal of the garage will be the major project on this side of the house, and will leave a concrete slab and other remnants that should be removed. The row of dead boxwood near the northeast corner also should be removed. Most of the trees in the back yard are in need of trimming. There are some suitable trees, including a Catalpa tree, that will look good once the dead branches are trimmed. There is a mulberry tree near the back of the garage that is basically dead, and is mostly producing suckers at this point. It should be removed.

Back Lot: This area also has several trees that should be trimmed and a chain link fence should be removed. The raised bed constructed of railroad ties and covered in plastic should be removed. This area is a nice space and should be integrated with the rest of the house and yard. It should be kept up and trimmed so that it enhances the rest of the grounds.



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-3

Agenda Date 06/18/2013

Type Pre Council

Department Communications and Marketing

Title

Presentation and update on the Bidault House

Explanation

The purpose of this report is to provide the City Council with information regarding repairs and improvements to the Bidault House.

The Colleyville City Council authorized the purchase of the Bidault House in April 2011. At the October 16, 2012 Pre Council meeting, the City Council reviewed options for re-use of the property (attached Historic Bidault House Re-Use Summary Report) and directed staff to concentrate immediate efforts on the exterior of the building. Working with a local preservation expert, Gary Smith of Dallas' Old City Park, staff and the Historical Preservation Committee developed a prioritized list of exterior repairs and improvements. That attached list was provided to the parks supervisor to provide cost estimates and to the public works director for prioritization based on other City needs and projects.

Based on that information, the following repairs and enhancements are recommended:

Repair/Enhancement	Estimated Cost
Tear down and completely remove attached garage, including foundation down to the dirt. Re-fill with top soil and lay sod. Note: The board quality at the garage tie-in cannot be determined until the demo has commenced. Contractors anticipate minor, if any, additional work and costs associated with this portion of the project.	\$5,600
Replace existing roof with new shingled roof	\$9,642
Sand, scrape and re-paint original garage, replace garage door	\$3,450
Hand wash the exterior of house, apply mildew bath, replace all rotted or soft boards, scrape and wire brush all peeling paint and caulk, seal all boards, windows and entry ways, prime and paint exterior of house. The porch ceiling will be lightly cleaned, sanded, and repainted. This cost also includes demo and re-installation of an "original" window's walk dated to the era of the house, including spindles.	\$6,900
TOTAL	\$25,592

The costs noted above are estimates, but represent the highest costs for these repairs and enhancements. A 10% (percent) contingency may be warranted to allow for any replacement of boards associated with the removal of the garage. Appropriate signage will be determined once these repairs and enhancements have been completed.

These proposed repairs and enhancements were presented to the Historical Preservation Committee at their June 13, 2013 meeting. The committee fully endorsed the items proposed and approved their presentation to the City Council.

Funding for these improvements could be made available through the City of Colleyville Tomorrow Fund. Staff is seeking direction on moving forward on the proposed repairs and enhancements.

Attachments

1. Prioritized list of Bidault House repairs and improvements
2. Historic Bidault House Re-Use Summary Report

Bidault House

Recommended Exterior Repairs and Improvements

Background: A full report for repairs to the Bidault House and landscaping improvements was submitted for review and consideration by the City of Colleyville in October 2012, attached as Historic Bidault House Re-Use Summary Report.

After the City Council meeting of October 16, 2012, the original recommendations for the Bidault House were reviewed to separate the “needs” from the “wants” and to develop a prioritized list of projects that would bring the most impact for the money. Following are suggestions for how this might be accomplished.

Working Assumptions:

1. While the City of Colleyville continues to study and consider possible future uses for the property, we will concentrate on improving the appearance of the house exterior and the landscaping. At this point, we are not dealing with the inside of the house.
2. We will prioritize projects that can be done with a modest investment of City funds, while still having an overall positive impact on the property’s appearance.

Recommendations:

1. Verify remaining lifespan of the roof.

2. Remove modern garage.

- a. Verify that no structural damage has been done to the house that would require immediate repair.
- b. Remove slab and any other traces of the old garage.
- c. Clean the site of all debris, level with good quality dirt, and lay sod so that site is not muddy.

3. Complete landscape enhancements.

- a. Prune all trees of dead limbs; remove any dead trees.
- b. Remove old chain link fences (one on east side and one on south side).
- c. Remove raised bed at rear of property.
- d. Restore gardens at front of house and west side. (Re-Use Report, page 12 for details about the flower beds, walks, trees that need pruning, etc.).

- e. Build new perimeter fence. (Re-Use Report, page 9 for comments on new fence).

4. Clean, perform needed repairs, and repaint the entire exterior of the house as follows:

- a. The entire house should be washed---gently---with no power washing equipment.
- b. Perform minor repairs as needed to loose mortar joints; any rotted window and door frames, etc.
- c. Porch ceiling will need some special attention, as it is metal and has flaking paint. (See August 2012 report page 7 for further instructions on porch ceiling.)
- d. The entire house should be painted, duplicating the same color scheme that is now on the house.
- e. (See August 2012 report, page 7, for further comments on house exterior walls.)

5. Later projects: These projects are not as immediately important to establishing control of the property, and can be phased in over the next few years depending on available funds and how the house is used.

- a. Inspect the outside back porch that is part stone and part concrete to see if it needs repair to be safe to the public. While it may or not be original to the house, it is certainly old and interesting and should be stabilized, even if it is not used for regular public access.
- b. Restore widows-walk, perhaps at same time roof is replaced.
- c. Restore original circular driveway. (Re-Use Report, page 9)
- d. Restore original garage (Re-Use Report, page 9)
- e. Depending on use of house, establish parking area in rear of house.
- f. Consult with ADA-qualified architect for accessibility issues, if interior of the house is to be used.



HISTORIC BIDAULT HOUSE RE-USE SUMMARY REPORT October 16, 2012



Significance & History of Bidault House

The Bidault House is located at 1416 Glade Road. It is the only existing homestead in Colleyville to receive a Texas historical marker; it was recorded as a historic landmark by the Texas Historical Commission in 1980. Designed and built by French native Anthelm Bidault (1862-1951), construction on the house began in 1905 and was completed six years later. Concrete blocks were used to build the house; the blocks were made with molds ordered from a Sears Roebuck and Co. catalog. Bidault's farm, as the property was known then, was noted for its orchards, berry fields, and vineyard. During World War I, French soldiers stationed at Camp Bowie in Fort Worth made regular visits to the Bidault home, which the family referred to as "Chateau Bidault." The home was last occupied by former Colleyville City councilman Jim Moore, a descendant of Anthelm Bidault.

Architectural & Site Evaluation

The Historical Preservation Committee members have been working with Gary Neil Smith, president and executive director of Dallas Heritage Village at Old City Park, to provide expertise on this project. Mr. Smith has more than 30 years of executive experience in acquiring, renovating, and maintaining historical structures for public use. Dallas Heritage Village is home to the largest collection of 19th century pioneer and Victorian homes, and commercial buildings in Texas. The following evaluation and recommendations as to the care and maintenance of the house and some of the options for re-use were developed under his guidance.

The Bidault House shows a mixture of architectural styles commonly found at the turn of the last century. It is basically in the bungalow style, but has elements of the craftsman style, and most notably, the classical revival personified in the white porch columns and the "widow's walk" on the roof. The original garage of the house, with its sloping exterior walls, is also in the bungalow style.



The house is constructed of molded concrete blocks on a stone foundation. In an era where wooden houses frequently burned down, concrete was valued for being fire proof. Plus, homeowners could make these blocks themselves. Sears sold molded concrete block kits to the public, and the Bidault House blocks were constructed from a Sears' kit.

Adaptive Reuse Concepts

The Historical Preservation Committee, with the assistance of Mr. Smith, considered several public and private uses for the Bidault House. Probable costs, based on similar projects, for each option are provided as guidelines. If one of the options is chosen as a course of action, the next steps would be to develop a detailed budget and timeline for that option. It should also be noted that for all public uses, the City's annual costs to maintain the grounds at the current level and today's pricing will remain at \$3,500. In addition, removal of the "modern" garage is recommended regardless of any option. This probable cost, depending on the structural attachment of the garage addition to the house, could range from \$18,000-\$25,000.

Public Uses

Option 1: House Museum

The Bidault House could be turned into a historic house museum, restored, furnished, and opened to the public for tours. Under this scenario, the house could either be operated by the City of Colleyville or run by or in cooperation with a private non-profit organization.

House museums are the most common type of museum in America, and there are literally thousands. They are also one of the hardest types of museums to fund and operate. And, very few can be self-sustaining. Unless a house museum is strongly associated with a well-known person or event, it is difficult to get more than a few thousand people a year to attend. Add some special events around the holidays, offer school tours, and be available

for weddings and private parties, and the museum will do better, but still not be self-sustaining.

Analysis: The Bidault House is not a good candidate for a historic house museum. The house exterior is relatively intact and, with the exception of the garage addition, seems to have escaped significant alterations. The interior, however, shows the result of continuous use and occupation up until the present. The original floor plan is mostly intact on the first floor, but few original features remain. The house would likely have had plaster walls, but at some point the entire house has been sheet-rocked. What was likely the original kitchen is now an enclosed porch, and the present-day kitchen may well have been a bedroom at one time. In the downstairs rooms, 1970s paneling, carpeting, and floor tiles predominate. The upstairs was likely an unfinished attic originally, but a staircase was added to the front hall, and some small rooms and a bathroom were added, again in a 1970s decor. To make this house into a house museum would require wholesale removal of most of the interior.

Even if the house was made as a house museum "as is," there are no furnishings associated with the house and the family that lived in it. Furnishings of the time period would have to be assembled and the house set up as a 1905 house, with a 1970s interior.

Probable costs to refresh the house (lower level) and grounds: \$225,000. (There may be additional costs associated with bringing the building fully compliant with current building codes. For instance, if the building were to require a sprinkler system, that would be an additional cost over the probable cost provided here.) In addition, operational costs would need to be considered to use the house as a museum and would vary depending on staffing levels and hours.

Option 2: Education program/event space

The house could be used for educational programming and small public events of a historical or cultural nature based on programs developed by City of Colleyville staff or on a contract basis with area museums or museum professionals.

Analysis: Although the Bidault House does not make a good candidate for being a full-fledged house museum, it would be certainly be possible for a history museum educator to design and implement historical programs using the house as a venue. For some types of programs, the house and grounds would actually work very well. Examples of possible options include the following:

Children's programming/school tours: A museum educator could conduct research on the house, family, and surrounding community and then, coupled with artifacts commonly found in many history museum collections, be able to put together a basic program on early Colleyville history that local school children could participate in. It could be hands-on in nature, and invite the participation of kids. The house itself, and in good weather, the outdoors, could be utilized in this fashion.

Heritage Festival: Once a year, the house and grounds would lend itself to a Colleyville Heritage Day festival, where historic crafts, demonstrations, food and drink, music, and small exhibits could be featured. All of this could be done on a theme of celebrating Colleyville's heritage. The front yard of the house would work well for this, and the house's downstairs rooms and front porch could be used, as well.

Christmas Holidays program: Holiday programs that celebrate the holidays of different cultures are very popular, and the Bidault House could be used for this type of

program. The house exterior could be decorated for the season, and different non-profit organizations might decorate individual areas of the house, using them to promote their own organizations. Refreshments, children's crafts, and musical entertainment could be staged on the front porch or in the front and side yards.

Lecture Series: A series of two to three lectures could be put together and held at the house. In truth, lectures don't draw large audiences, but a small series, staged in the house for 20-30 people, and focusing on topics of history, house preservation, antiques, etc. would be a good use of the house. Serving beverages and light snacks before or after this type of program, to provide a social aspect to the venture, would help to make them more popular.

Probable costs would be similar to Option 1 to refresh the house (lower level) and grounds: \$225,000. Operational costs for each use option would vary.

Option 3: Meeting Space/Community Center

The Bidault House could be operated by the City of Colleyville as a public meeting space, available to groups on a reservation basis to hold meetings and/or rented to organizations and private citizens for parties, picnics, family reunions, etc.

Analysis: The Bidault House might lend itself to being an all-purpose meeting and rental space. Under this scenario, the house exterior would be restored to its original appearance and the grounds would be renovated with native Texas plants and limited seasonal plantings. The interior would be refreshed with new paint and flooring, and the bathrooms and kitchen would also be updated for public use. The house could then be ready for use by any number of functions: civic clubs such as Rotary or Lions Club; craft and art classes by private teachers; wedding receptions, family reunions and picnics; small art exhibits. The house could be used for small art exhibits very nicely. There are numerous examples of historic buildings that have been successfully adapted into non-historical uses.

Probable costs would be similar to Option 1 to refresh the house (lower level) and grounds: \$225,000. Operational costs would vary depending on staffing levels and marketing costs to promote the space would also need to be considered.

Private Uses

Option 4: Lease to non-profit organization or private business

The house exterior and grounds could be restored so that the City's preservation intent is honored, and then the building could be leased to a non-profit organization.

Analysis: After the house is "made ready" the City of Colleyville could make the house available for lease to a non-profit organization. Again, the house's preservation would be assured, but the house in this case might generate some lease income to help defer the cost of the City's ownership. The City would need to establish guidelines as to what type of business would not be permitted.

Probable costs would be similar to Option 1 to refresh the house (upper and lower level) and grounds: \$225,000-300,000.

Option 5: Sell to private non-profit organization with preservation covenant

The house could be sold, with a restrictive easement placed on it so that there would be restrictions on what changes could be made to the exterior.

Analysis: The City of Colleyville could sell the property but attach a historic covenant or easement to the property, protecting the outside appearance of the building. The Galveston Historical Foundation has followed this practice for years on a number of buildings that it owned on the historic Strand. This option would need to be thoroughly vetted with the city attorney or other legal expert.

This option does not incur renovation or “refresh” costs and is, therefore, the most cost-effective. Costs for legal fees and for marketing the property for sale, as well as any considerations required by a buyer, would need to be considered.

Public/Private Use**Option 6: Develop a community tour (grounds only) of the Bidault House and combine with the sale or lease of the property to a non-profit organization or private business**

Changes to the interior of the home have relegated the historical significance of the Bidault House to the home’s exterior. This option would utilize only the exterior of the home by using historical photographs as “window murals” and quick response codes to provide historical information. In combination with this, the home could be sold or leased to a non-profit or private business.

Analysis: This would expand on the historical objectives of the preservation efforts while providing an option to keep the building in use.

Probable costs associated with refreshing the exterior of the house, and creation and development of “window murals” is \$125,000-\$150,000.

Additional Options**Option 7: Maintain the Bidault House “as is,” partner with community groups for upgrades**

The Bidault House has long been a landmark in Colleyville. The house remains structurally sound and could be left in its current state for some time, with some basic cleanup activity.

Analysis: This provides the most cost-effective option for the City, yet still preserves the Bidault House as a historical landmark in Colleyville.

No additional costs beyond the current maintenance costs are associated with this option.

Option 8: Complete historical renovation of both interior and exterior to restore it to its original period.

This option would entail extensive renovations to the entire property with the objective of restoring the home to its original period, including removing all sheetrock and drywall from the interior to be replaced by historically accurate bead boards, restoring hardwood floors, repainting inside and outside, constructing an exterior restroom for public use, ADA compliance, and bringing the house up to current building codes by installing new electrical

and plumbing, and retrofitting doors and windows. This option could also include construction of a 25,000-square-foot parking lot with up to 15 spaces.

Analysis: This is the most expensive option available, but it would allow for any of the future uses suggested in the other options. However it does not address future uses for the home nor account for any costs associated with those uses, including period furniture or promotional activity, such as signage or displays.

Probable costs for a complete historical renovation are anticipated to be \$775,000.

Funding Options & Community Involvement

Public funding opportunities are limited. While private contributions are a possibility, realistically it is unlikely that private contributions will substantially offset any of the probable costs associated with the options presented here. While the Historical Preservation Committee has explored several opportunities for fundraising events, the costs associated with producing such events would markedly reduce any funds that might be raised. The best opportunity for funding any option is through historical preservation grants, many of which are offered through the state's Historical Preservation Commission. However, multiple grants would need to be obtained at each stage of the process and, as the majority of grants are offered only as matching grants, a private fundraising entity, such as the Colleyville Historical Preservation Foundation, would need to be established or reestablished to allow for some fundraising activity.

Some of the rudimentary work on the grounds and house could be accomplished through partnership with local community groups, such as the Colleyville Garden Club, Keep Colleyville Beautiful, and the Rotary and Lions Clubs. In addition, student groups seeking community service projects could also be utilized. In addition to performing some of the essential tasks associated with preserving the Bidault House, partnering with community and student groups could give the community a sense of "ownership" and investment in this historic landmark.

Recommended Repairs and Landscaping Improvements (Refresh Only)

If the house is to be used by the general public, an architect versed in ADA regulations should be consulted as to what modifications might be needed to guarantee public access. Initial research shows that most ADA attention will be put on gaining access to the house, as in devising a ramp to get in one of the doors, perhaps a back door. ADA regulations are most interested in how people would get from their automobile (meaning an accessible space); how they will travel from the automobile to the house (meaning an accessible walkway---not necessarily concrete, but flat and stable); and then how they will get up steps and through a door.

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paint was applied many years ago. Given that the existing white paint is adhering well on most of the house, the cost and trouble of removing the paint would be counterproductive.



The exterior of the house is molded concrete block with mortared joints. In general, both the blocks and the joints are in good condition. There are areas where the mortar is loose and will need to be repaired, and there are a few areas of the house where the paint on the blocks will need to be scraped and primed—this was noted primarily on the front porch, around the columns. Some window frames and sashes are in good condition and will only need to be painted; others will require scraping, priming, caulking, and possibly some minor repair.

As a first step the entire house should be washed with water and bleach. Gentle scrubbing with a brush should remove most of the dirt and help identify what areas will need further work. There is no need to either sand blast or power wash. The entire house should then be painted white, other than the porch ceiling (see recommendations below). Window sashes and frames should be painted white. It appears that only the screens and screen doors should be painted black to conform with the original state of the house.

Additional Recommendations

Front porch/south side: The front porch floor should be cleaned. Gray paint on the west side of the porch should be removed by scraping, and if needed, paint remover. Loose concrete should be repaired so that the entire floor is smooth and safe, but care should be taken to retain the original cross cut lines in the concrete.

Porch Ceiling: The porch ceiling is made of pressed tin and it shows signs of paint failure and rust. The ceiling should be cleaned, and loose paint should be wire brushed so that the surface is stable. The rust can be stabilized with a commercial liquid rust stabilizer before a final coat of paint is applied. The porch ceiling is currently painted white. It was common in southern states to paint porch ceilings a light blue, but either leaving it white or painting it blue would be acceptable.

East Wall: The east wall of the house appears to be in the worst condition. The lower walls are stained a reddish brown, most likely resulting from roof run-off splashing on the red dirt. Most likely, this can be scrubbed off with bleach. The window sashes also show a great deal of flaking paint and will have to be scraped and possibly repaired; some window glazing is missing and will need to be replaced.

Back Porch: The back porch is composed of stacked stones and concrete. The structure appears relatively solid, but it should be carefully examined and some stones will need to be re-mortared.

North Wall: There is general agreement that the garage should be removed, and this should be one of the first things done. An initial inspection seems to indicate that the garage was simply attached to the house, but no walls were taken out or compromised. If the City pursues demolition, this is something that should be verified. Ideally, the removal of the garage should not have to result in any reconstruction of the house, beyond removal of the concrete pad.

West Wall: The west wall is in relatively good condition and should require mostly cleaning and repainting, along with some minor repair.

Roof: The roof appears to be in workable condition, and the flashing is still shiny and undented. There is no evidence of leaks inside the house on the second floor or inside the attic. There are four dormers and a "widow's walk" on the roof. The four dormers should be cleaned, scraped and painted the same as the other windows on the first floor.



Widow's Walk: The current widow's walk is a fairly modern approximation of a widow's walk, but a very poor one that actually detracts from the appearance of the house. This may be one area that deserves a real restoration. Early photographs of the house show a proper widow's walk with spindles, balustrade, and even four lighting rods on the four corner posts. Every effort should be made to duplicate the appearance of this original feature.



Original garage: The original garage on the west side of the house should be cleaned, repaired as necessary, and repainted. The roof should be examined, since it appears to be a sloping flat roof, and these types of roof depend on drainage pipes (several are visible on the north side) staying free from leaves and branches.

Attached garage: The attached garage should be removed as a first step in work on the house. The garage is deteriorated and would require significant repair for continued use. Removing the garage will restore the original architectural lines of the house, presenting a more pleasing and accurate appearance.

Landscape Recommendations

The main goal for a landscape project for the Bidault House is to make grounds that are pleasing in appearance, relatively easy to maintain, and make use of period and regionally-appropriate plants. Little is known about the original landscaping. The few historical accounts refer to the gardens, vineyards, and orchards on the property. Most of this land is no longer part of the property, but there are still a few acres of land surrounding the house that can be made much more attractive.

There are physical clues to the old gardens that can serve as a starting point for renovating the grounds. Starting on the eastern perimeter of the property fronting Glade Road, there is what looks like a gate post near where the driveway to the original garage is located. Stretching to the west, there is a line of trees that may represent an original fence line. Rounding the corner at Glade and Bluebonnet roads there is a pump house, on top of which might have been a windmill or tank. Rounding the corner down Bluebonnet is a thicket of some mature trees, and lots of underbrush leading to a side driveway. Scattered throughout the front yard are a variety of mature trees, including pecan, pine, and maple. There are indications, both from the amount and placement of gravel, and the depression of the land, of a driveway that curved in front of the house. It is possible that it was a circular drive with an exit from the side of the property was part of the original property. In fact, a circular driveway to the front of the house is plainly visible in one of the historic photos of the house.

Front yard recommendations: Consider building a fence to define the property. This would be visually pleasing, help to identify the property as something special to the many cars that go by, and would restore some of what was almost certainly the original look to the property. Since there appear to be no photographs of the house that show the property's fence, some conjecture might be necessary. For a house of this period, a picket fence could be appropriate, although since this was a rural house a more simple board fence would also be appropriate. For the sake of practicality of maintenance, a board fence would also be easier to maintain, not to mention less expensive to build. Again, the row of mature trees fronting Glade Road seem to represent an earlier fence line, so this can be a rough guide to where a new fence should be built. Since the house has a Texas historical marker, all changes to the grounds and façade will be coordinated with the Texas Historical Commission, if it is the City's intent to retain the state historical designation.

Below is an example of a simple board fence.



Efforts should be made to reestablish the driveway by laying new gravel back to the original garage. From the appearance of the gravel that remains on the property, this was a crushed red stone. Some of the old flower beds have the red sandstone that is commonly found in some areas of Tarrant County and areas west of Fort Worth. Perhaps this old gravel came from such an area. If this kind of gravel is not available, the use of decomposed red granite could be considered.

Most of the trees in the front are worth keeping, but need to be pruned.

Front Planting Beds: The front of the house shows evidence of a driveway or turn around leading to the original front walk. The front walk is flanked by two triangular flower beds, evidently original. Four urns, all of which are still on the property, were placed in the front and featured plants. The areas on either side of the steps have some very old yucca plants, and then a collection of more modern nandina and holly bushes.



As the front of the house is most important to the overall appearance of the house, the recommendation is that front triangular beds should be prepared and planted, perhaps with a hardy perennial like iris and/or day lily. The photo above shows what appears to be grass in these beds, and may have been intended as a grass buffer between the house and the gravel driveway.

The urns, which are still on the property, should ideally be relocated to the front and planted with native plantings to reduce needed care and maintenance.

The areas on either side of the steps should be cleaned out and the soil prepared for planting. The yucca plants on the corners should be left in place, because they appear to be very old, but the nandina and holly should be removed. This area might also feature iris or day lily, or other perennial plants that can be relatively easily maintained.

West Side: This area has some original features that are still visible, including a small red stone rock-bordered bed and a small retaining wall near the attached garage north wall constructed of the same molded concrete blocks as the house. There is also a brick walkway near the garage that appears to be fairly old, and a newer, less well-laid brick walk closer to the front of the house. Bordering the entire wall is a boxwood hedge.



The newer brick walk should be taken up and possibly replaced with something like decomposed granite. The small stone bordered bed, which has a few iris and day lilies, and signs of some other native plants, should be nurtured, restored, and further planted with appropriate plants. The boxwood hedge on the side of the house should be trimmed down to roughly half its present height.

East Side: The chain link fence should be removed. And the dead limbs trimmed from the trees, especially the large cottonwood with large dead branches hanging over the house. In addition, removing or cutting back the Vitex shrub (near the chain link fence) and the crepe myrtle that is growing very close to the house is recommended.

Something should be planted along the drip edge of the house. Water currently runs off the roof, hits the red dirt, and then splashes up on the house, discoloring the walls. Laying sod along the drip line might suffice or establishing a bed or planting a row of boxwood. The easiest and most cost effective measure, and perhaps the most historically accurate, would be to lay a line of Bermuda grass sod.

Back/North Side: The removal of the garage will be the major project on this side of the house, and will leave a concrete slab and other remnants that should be removed. The row of dead boxwood near the northeast corner also should be removed. Most of the trees in the back yard are in need of trimming. There are some suitable trees, including a Catalpa tree, that will look good once the dead branches are trimmed. There is a mulberry tree near the back of the garage that is basically dead, and is mostly producing suckers at this point. It should be removed.

Back Lot: This area also has several trees that should be trimmed and a chain link fence should be removed. The raised bed constructed of railroad ties and covered in plastic should be removed. This area is a nice space and should be integrated with the rest of the house and yard. It should be kept up and trimmed so that it enhances the rest of the grounds.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4c

Agenda Date 06/16/2015

Number Resolution R-15-3882

Type Resolution

Department Finance

Title

Approval of a contract with Pattillo, Brown and Hill, L.L.P., for audit services for fiscal year ended September 30, 2015, in the amount of \$45,000

Strategy Map Connection

F1- Protect and preserve the City's top financial ratings
F4- Adhere to the City's financial and budgetary policies

Explanation

Reading and Public Hearing

On May 14, 2013, the City Council awarded the contract for auditing services to Pattillo, Brown and Hill, L.L.P., for a five-year term (Fiscal Years 2013-2017) by Resolution R-13-3627. The cost of auditing services for fiscal year ended September 30, 2015 is \$45,000, as proposed for the third year of services, in the original request for proposal and attached engagement letter. Also, attached is the firm's most recent peer review report dated August 29, 2013. They received a peer review rating of pass, which is the highest rating a firm can receive.

Financial Impact

Funding for the annual audit is provided in the following budgets: General Fund (Finance), Utility Fund (Utility Billing), Drainage Utility Fund, Crime Control and Prevention District Fund, and Colleyville Economic Development Corporation Fund.

Recommendation

Approve

Attachments

1. Fiscal Year 2015 Audit Engagement Letter
2. Audit Peer Review Report
3. Resolution R-13-3627



PATILLO, BROWN & HILL, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

June 1, 2015

City of Colleyville, Texas
100 Main Street
Colleyville, Texas 76034

To the City Council of Colleyville, Texas and Finance Manager

We are pleased to confirm our understanding of the services we are to provide City of Colleyville, Texas for the year ended September 30, 2015. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of City of Colleyville, Texas as of and for the year ended September 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Colleyville, Texas' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Colleyville, Texas' RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of Funding Progress – Texas Municipal Retirement System.

We have also been engaged to report on supplementary information other than RSI that accompanies City of Colleyville, Texas' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining and individual non-major fund financial statements and schedules.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory Section.
- 2) Statistical Section.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of City of Colleyville, Texas and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of City of Colleyville, Texas' financial statements. Our report will be addressed to the City Council of City of Colleyville, Texas. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as

required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Colleyville, Texas is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Colleyville, Texas' compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of City of Colleyville, Texas in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to using the auditor's report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Further, you agree to oversee the nonaudit services we provide by designating an individual, Karen Hines, Finance Director, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Pattillo, Brown & Hill, L.L.P. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Pattillo, Brown & Hill, L.L.P. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the federal agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately November 2, 2015 and to issue our reports no later than January 29, 2016. John K. Manning is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will not exceed \$45,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services

for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to City of Colleyville, Texas and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2013 peer review report accompanies this letter.

Very truly yours,
Pattillo, Brown & Hill, L.L.P.



John K. Manning, CPA

JKM/ad

RESPONSE:

This letter correctly sets forth the understanding of City of Colleyville, Texas.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

American Institute of
Certified Board Accountants

Mississippi Society of
Certified Public Accountants

An Independent Member of
CPA Associates International, Inc.,
A Worldwide Association of Accounting Firms



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SYSTEM REVIEW REPORT

August 29, 2013

**To the Partners of
Pattillo, Brown & Hill, L. L. P.
and the National Peer Review Committee**

We have reviewed the system of quality control for the accounting and auditing practice of **Pattillo, Brown & Hill, L. L. P.** (the firm) in effect for the year ended May 31, 2013. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, audits performed under FDICIA and examinations of service organizations [Service Organizations Control (SOC) 1 engagements].

In our opinion, the system of quality control for the accounting and auditing practice of **Pattillo, Brown & Hill, L. L. P.** in effect for the year ended May 31, 2013, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. **Pattillo, Brown & Hill, L. L. P.** has received a peer review rating of *pass*.


EUBANK, BETTS, HIRN, WOOD, PLLC

RESOLUTION R-13-3627

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF MAY 14, 2013

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

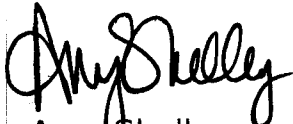
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS:

- Sec. 1. THAT the agenda decisions approved by City Council action under Consent Items as follows are hereby adopted:
- a. Approval of the minutes of the regular City Council meeting of May 7, 2013
 - b. Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to represent the City of Colleyville at the Trinity River Authority's Tarrant County Water Supply Project Customer City meetings
 - c. Appointment of a Contracting Party Representative and Alternate Contracting Party Representative to the Advisory Committee of the Trinity River Authority's Central Regional Wastewater System
 - d. Approval of a contract with Pattillo, Brown, & Hill, L.L.P. for auditing services for fiscal year ending September 30, 2013 in the amount of \$43,725
 - e. Approval of a Colleyville Garden Club donation of three wind sculptures and associated costs with a value of \$9,700
 - f. Approval to purchase one patrol vehicle and all related equipment from Caldwell Country Chevrolet and one unmarked police vehicle and all related equipment from Philpott Ford, in an amount not to exceed \$70,000
 - g. Approval of an Interlocal Agreement with the City of Grand Prairie for cooperative purchasing of goods and services
 - h. Approval of a preliminary plat on 6.4 acres on Tract 3B, of Abstract 1543, of the George W. Teeter Survey located at 1301 Glade Road, Case PC13-003

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 1 AYES, 0 NAYS, AND 0
ABSTENTIONS ON THIS THE 14TH DAY OF MAY 2013.

ATTEST:


Amy Shelley
City Secretary

CITY OF COLLEYVILLE


David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7d
Type Resolution
Department Finance

Agenda Date 05/14/2013

Number Resolution R-13-3627

Title

Approval of a contract with Pattillo, Brown, & Hill, L.L.P. for auditing services for fiscal year ending September 30, 2013 in the amount of \$43,725

Explanation

Reading and Public Hearing

A Request for Proposal for audit services for Fiscal Year ending September 30, 2013, was received from the following firms:

- BrooksCardiel, PLLC
- Grant Thornton, L.L.P.
- Pattillo, Brown, & Hill, L.L.P.
- Rylander, Clay and Opitz, L.L.P.
- Weaver, L.L.P.
- Whitleypenn

The responses were evaluated and the firms were interviewed by the Audit Committee comprised of Mayor Pro Tem Tom Hart and Councilmembers Michael Muhm and Stan Hall. Based upon the proposal responses and interviews, the Audit Committee recommends the audit contract be awarded to Pattillo, Brown, & Hill, L.L.P., for a term of five years (Fiscal Year 2013 through 2017). The cost for the first year of the audit is \$43,725, with the remaining costs per year as follows: \$43,725 for 2014, \$45,000 for 2015, \$45,000 for 2016, and \$46,350 for 2017, for a total cost over the five-year term of \$223,800.

The cost of the audit in Fiscal Year 2012 was \$43,725, which represents no increase from Fiscal Year 2012 to Fiscal Year 2013. A copy of Pattillo, Brown & Hill, L.L.P.'s most recent peer review is included. They received a peer review rating of pass, which is the highest rating a firm can receive. The audit engagement letter for Fiscal Year 2013 is also included.

Financial Impact

Funding for the annual audit is provided in the following budgets: General Fund

(Finance), Utility Fund (Utility Billing), Drainage Utility Fund, Crime Control and Prevention District Fund, and Colleyville Economic Development Corporation Fund.

Recommendation

Approve

Attachments

1. Audit Engagement Letter for Fiscal Year 2013
2. Pattillo, Brown & Hill Peer Review Report



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 06/16/2015

Number Ordinance O-15-1956

Type Ordinance

Department Community Development

Title

Consideration of a zoning change from the R40 – Single Family Residential zoning district to the R20 – Single Family Residential zoning district on Abstract 1248, of the Thomas J. Polson Survey, located at 508 Black Drive, Case ZC15-008

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the June 2, 2015 City Council Meeting, however, questions were asked by City Council regarding right-of-way to the south and how the proposed rezoning request could affect it.

On December 13, 2011, by attached Resolution R-11-3441, City Council approved the a small right-of-way encroachment and joint use agreement for 509 Black Drive. There is a house on the property built in approximately 1900 that, when platted, extended into the new right-of-way established with required right-of-way dedication.

Standard right-of-way dedication will be required with the subject property (508 Black Drive) upon platting, and the amount required will not be affected by the encroachment to the south. The rezoning request will have no effect on the associated right-of-way in this area since right-of-way is dedicated through platting. The City has several options to improve the street in that area that can work around the encroachment without adversely impacting traffic flow.

First Reading and Public Hearing

Ronald Cimonetti, the owner, has submitted a request to change the zoning on 0.9982 acres, located at 508 Black Drive. The applicant is requesting to rezone the property from the R-40 Single Family Residential zoning district to the R-20 Single Family Residential zoning district. The applicant is seeking a zoning change in order to create two single family residential lots.

Existing Conditions. The subject property is not platted. It contains a single family home and a pool. A thirty (30) foot access easement for Ford Drive, an existing private street, runs along the eastern boundary of the property. This easement provides the

only means of access to a public road for the residence immediately to the north of the subject property.

Statement of Planning Objectives. The applicant intends to build a new residence on Lot 1 with the existing home on Lot 2 remaining occupied by a tenant during construction. Once the new home on Lot 1 is completed, the existing residence on Lot 2 will likely be demolished and an amending plat will be filed to create a radial line separating the two lots.

Lot Dimensions and Setbacks. Per Section 3.24 G, Schedule of District Regulations in the Land Development Code, the R-20 zoning regulations require a minimum lot size of 20,000 square feet with a minimum lot width of 100 feet and lot depth of 125 feet. The following additional standards are applicable to the R-20 zoning designation:

Minimum Front Yard Setback: 30 feet
Minimum Side Yard Setbacks: 10 feet
Minimum Rear Yard Setback: 25 feet
Maximum Lot Coverage: 30 percent

The existing lot meets the R-20 Single Family Residential zoning district. Additionally, the proposed conceptual site plan meets the minimum standards of the Land Development Code for the R-20 zoning district.

Surrounding Development Trends. The properties to the north, south, and west are zoned R-40 Single Family Residential and developed with single family detached homes. Land to the east is zoned R-20 Single Family Residential and developed with single family detached homes.

Master Plan. The Future Land Use Plan designates the subject property for single family residential uses. The proposed rezoning is consistent with the Future Land Use Plan.

Public Notification. Staff mailed notices to 10 property owners within 200 feet as well as any Homeowners Associations within 500 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by state law and the Land Development Code.

Written Opposition. State law and the Land Development Code both state that if written objections are received from 20 percent of the area of the adjacent property owners extending 200 feet from the subject property, then a three-fourths ($\frac{3}{4}$) vote (super majority is 6 out of 7) is required by City Council for approval of this zoning change request. Upon review of the submitted responses from the public, City staff has calculated that the submitted written opposition counts as approximately 34.12 percent of the total 200-foot buffer area. This zoning change request will require a

three-fourths ($\frac{3}{4}$) super-majority vote by City Council for approval. A map is attached illustrating the 200-foot buffer surrounding the subject property and the location of the property owners within two hundred feet (200') that have responded to this zoning change request. Four (4) letters of opposition have been received, all of which are located within the 200 foot notification area.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request at the May 11, 2015 meeting by a vote of 7-0.

Summary. The proposed zoning change is consistent with the Future Land Use Plan, which designates the subject property as single family residential uses. Although the requested 20,000 square foot lots are smaller than the majority of surrounding properties with lot sizes exceeding one acre, the proposed plan meets the minimum standards of the Land Development Code for the R-20 zoning district. Staff recommends approval of the rezoning request.

Financial Impact

There is no financial impact to the City.

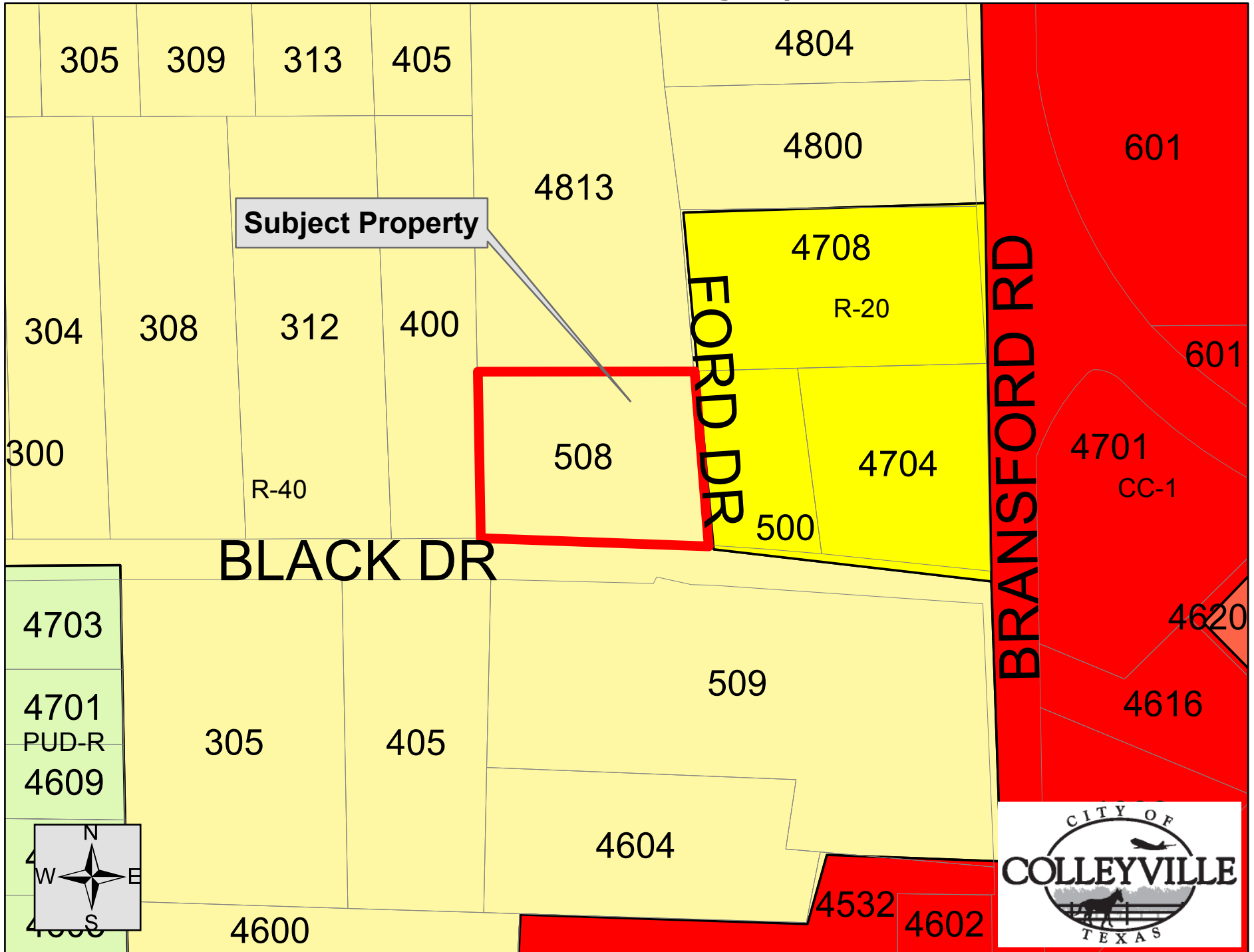
Recommendation

Approve

Attachments

1. Location and Zoning Map
2. Aerial
3. Future Land Use Map
4. Notification List
5. Buffer Map
6. Letters of Opposition
7. Opposition Map
8. Statement of Planning Objectives
9. Zoning Exhibit
10. Resolution R-11-3441
11. Ordinance O-15-1956

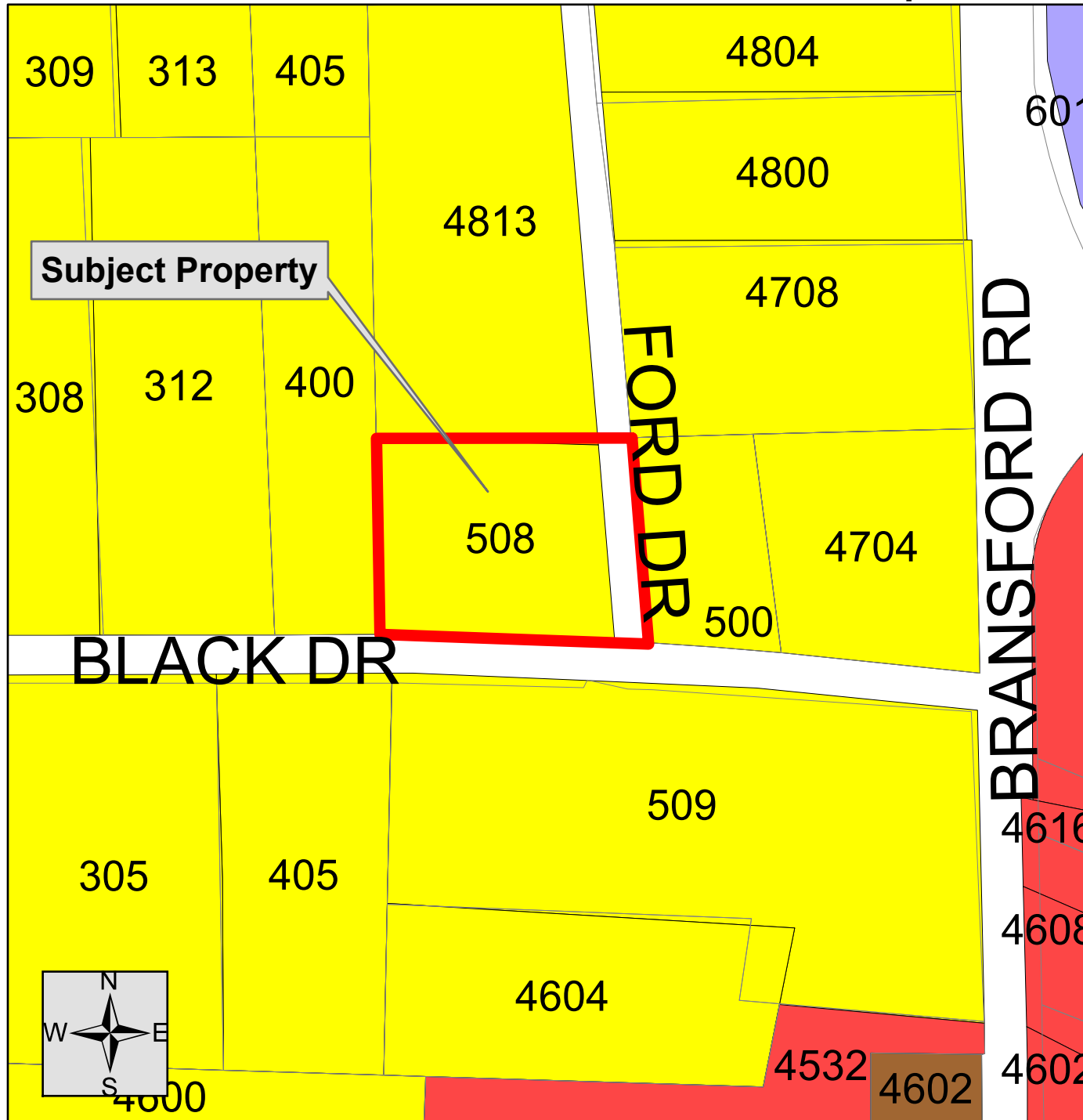
Location and Zoning Map



Aerial



Future Land Use Map



Legend

- Subject property
- Parcels
- Single Family
- Multi-Family
- Office
- Retail
- Institutional
- Industrial
- Roadway
- Utilities
- Parks
- Private Open Space
- Water



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Site Address
KELTON ROGER S	4813 FORD DR	COLLEYVILLE	TEXAS	76034	4813 FORD DR
SCOTT-LEWARS CHERYL YVONNE	4800 BRANSFORD RD	COLLEYVILLE	TEXAS	76034	4800 BRANSFORD RD
STEPHENS TERRY L	4708 BRANSFORD RD	COLLEYVILLE	TEXAS	76034	4708 BRANSFORD RD
PETTIBON MICHAEL D	305 BLACK DR	COLLEYVILLE	TEXAS	76034	305 BLACK DR
SMITH BRANDY M	405 BLACK DR	COLLEYVILLE	TEXAS	76034	405 BLACK DR
SMITH HERMAN L	400 BLACK DR	COLLEYVILLE	TEXAS	76034	400 BLACK DR
BRANDON JOHN H JR	3608 BRIARBROOK CT	COLLEYVILLE	TEXAS	76034	4704 BRANSFORD RD
LORD LEYLA	312 BLACK DR	COLLEYVILLE	TEXAS	76034	312 BLACK DR
FODDRILL KYLE	500 BLACK DR	COLLEYVILLE	TEXAS	76034	500 BLACK DR
LAWLER PATRICK	509 BLACK DR	COLLEYVILLE	TEXAS	76034	509 BLACK DR
GRAPEVINE-COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE	TEXAS	76051	STATE LAW REQ.
MILL CREEK HOA	213 MILL CROSSING WEST	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
CIMONETTI RONALD	2303 WILKES CT	COLLEYVILLE	TEXAS	76034	Applicant

Public hearing notices were mailed,
Friday, May 1, 2015 by Taci Wrisley

[illegible]

508 Black Drive

 Properties within 200 feet
 Subject property
 Parcels



Letters of Opposition

Taci Wrisley

From: HERMAN LEROY SMITH
Sent: Thursday, May 7, 2015 1:54 PM
To: Taci Wrisley
Subject: Zoning Case Number: ZC15-008

from:
Herman L Smith
400 Black Drive
Colleyville, Texas 76034

Taci: I would like to register my opposition to this zoning change at 508 Black Drive.

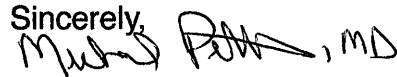
Thank You
Herman

Letters of Opposition

5/7/2015

To who it may concern,

I object to the proposed rezoning of 508 Black Drive. Zoning case number ZC15-008. Rezoning will decrease our property values, will create two small lots, potentially increase traffic on our already overused street and be a departure from the lot size that we enjoy on our street.

Sincerely,
 , MD

Michael Pettibon, MD
305 Black Drive,
Colleyville, Tx
cell #817-614-9735

Letters of Opposition

Taci Wrisley

From: Ron Lord
Sent: Friday, May 8, 2015 10:32 AM
To: Taci Wrisley
Subject: Opposition to Zoning Change - Zoning Case Number: ZC15-008

Regarding:

Zoning Case Number: ZC15-008

Applicant: Ronald Cimonetti

Location: 508 Black Drive

Property Description: Abstract 1248, of the Thomas J. Polson Survey

Present Zoning: R-40-Single Family Residential

Requested Zoning: Consideration of a zoning change from R-40-Single Family Residential to R-20-Single Family Residential

Dear Colleyville Planning and Zoning Commission AND City Council Members:

We, Ron Lord and Leyla Lord, residents at 312 Black Drive, Colleyville, hereby submit our strong opposition to the above-referenced application for a zoning change.

The requested zoning change shall have seriously adverse effects including, but not limited to, the following.

1. Diminish neighborhood property value
2. Incompatible with the character ("country feel") of Black Drive neighborhood
3. Increased traffic
4. Increased noise.

We understand that all neighbors are justly, correctly and unanimously in opposition to the above zoning change application, and thus request is hereby made that the subject application be denied.

Respectfully submitted,

Ron Lord
Attorney at Law
312 Black Dr., Colleyville

Leyla Lord, DMD
312 Black Dr., Colleyville

Letters of Opposition

Black Drive History by Herman L Smith

Near 74 years of age I decided to record my memories of Black Drive to the best of my knowledge. I will give it to my neighbors that so desire a copy. As memory and time provides I will update it.

In December of 1972 I purchased 400 black Drive, small frame house that was moved in and up graded to its present condition. Black Drive was a gravel road, periodically graded by city or county. We had septic tanks until about 1974-75. Ray Edwards was at and stills resides at 304, his parents living behind him on Glade road. Ray owned a muffler shop on highway 126, then highway 121. Across the street from me at 405 was a retired Fort Worth policeman, Gawry family. Jack Barnum lived at 308-312 until 1975. Jack was a mechanic at Baniff Air Lines until they declared bankruptcy. He moved to Euless then 308-312 was sold and 308 with pond was built. Then 312 was sold and the current house was built. I retired from Texas Instruments in May 2007 after 43 years.

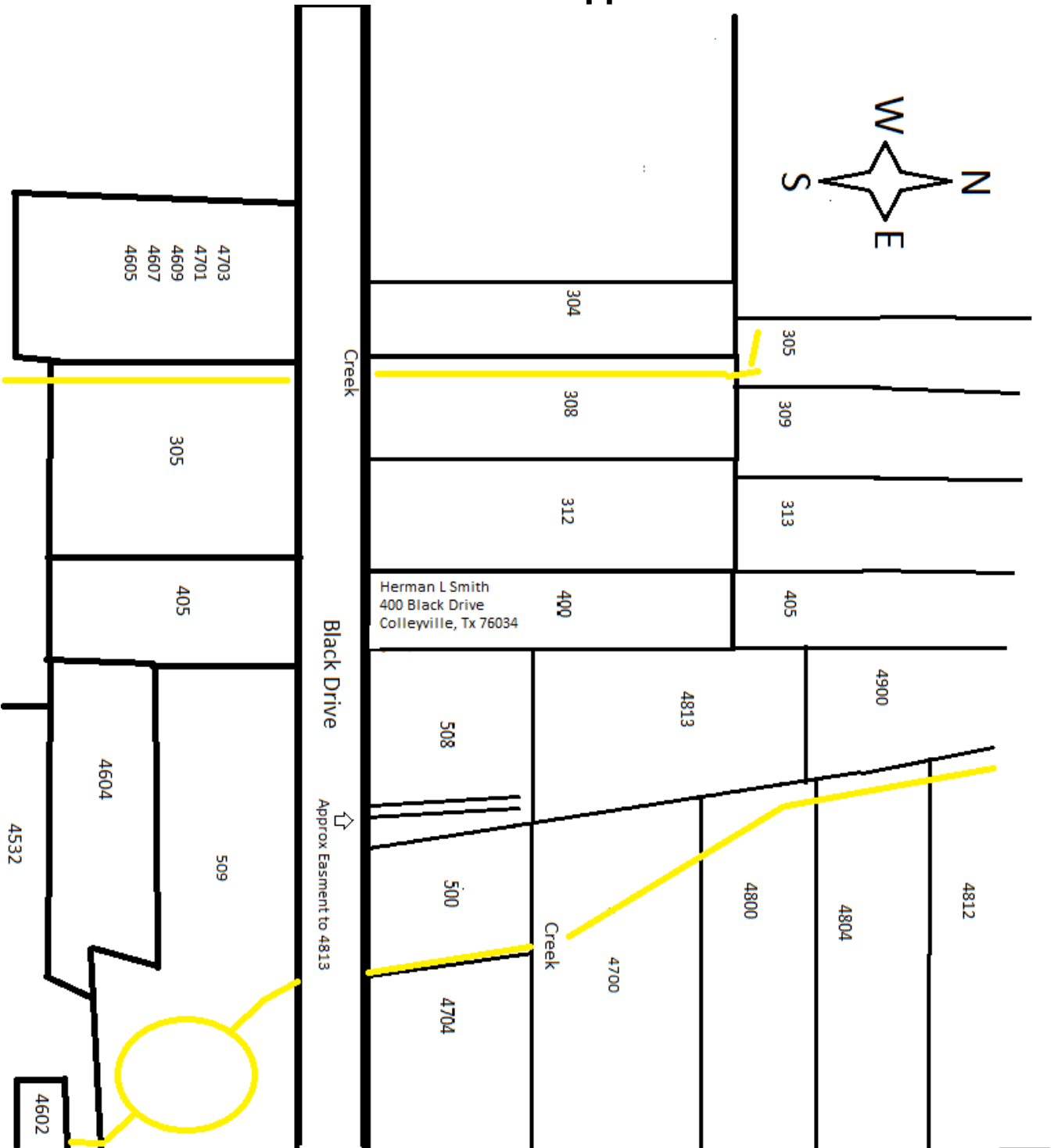
Prior to my moving here the Blacks had sold all this land (a large portion of which a large number of 18 wheelers was parked on) and Black drive was a drive way to Mr. Black's old rock home which was made a right of way for every property on what was named Black Dr. This is how the corner of the old rock house came to be so close to the street. The land or part of it was covered with fill dirt. The last family I knew living at the old rock house (509) was Raphael Ward. Raphael went to prison a drug convection. The current house at 508 was there, my house at 400, the brick home at Black and Branford, small frame house at 405, small frame house(Jack Barnum, Jack owned what is now 312 and 308), One resident at 312 was taken away by federal agents on some type of scam. Several small frame houses on west was all here then. At the west end of Black Dir. was a family named Crow on several acres.

The family at 508 (forgot their name) later built themselves the current brick home at 4813 using the same drive as 508. 508 was used as a rental property for some time. The 4813 was sold to Garland Ford and the 508 house sold to Terry Stanfill with the drive way being a right of way to 4813 via the original drive. Terry and Mr. Ford became bitter enemies when Mr. Ford had a street sign made up, "Ford Drive" and placed it at the end of the drive near Black Drive. This feud went on for a short time then Terry moved to Watauga and Mr. Ford died of cancer.

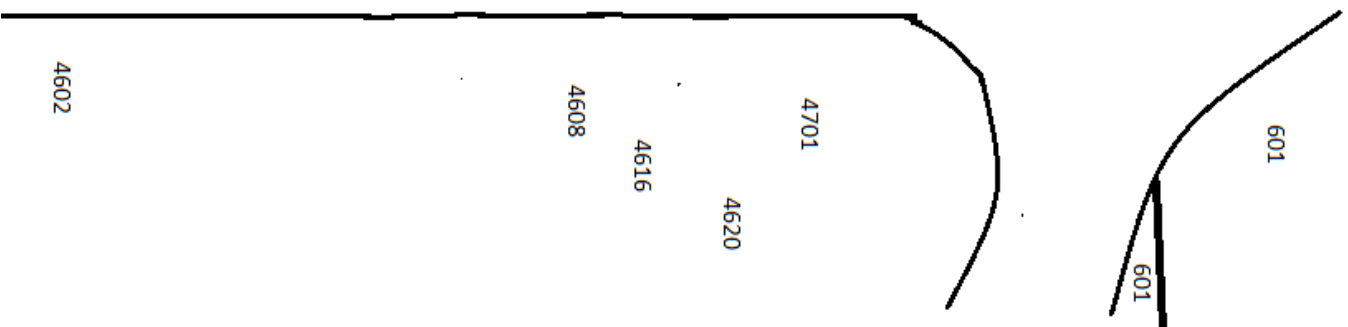
I don't know who is responsible for Black Drive now, City or County. I don't know if Ford Dir. is a street or right of way. If you subtract the right of way from the 508 lot, it may not meet the requirement for R20. I know Ford Drive was never a street until Google's little trucks came thru and included it in their map and later GPS. One of the people living at 508 put in the pool and put a portion of the dirt along the north side of Black Dir., filling what was left of the drainage ditch and covering about 12+ inches of the asphalt.

In all the years I've lived here I have seen the pond at 509 and creek flood Black Drive to within 10-15 feet of 4704 house and edge of modular home then on 500, blocking off travel on Black Drive . This I saw three times (43 years). At that time it also overflowed the culvert on Black Drive in front of 308. All of us between were locked in most of one day. I have also noted that, for 43 years, the weather for the most part always splits or swings around our area, no matter which direction it comes from. Hail has always been very small, if any.

When the large edition was built west/south west of us we were told the street would not connect to Black Drive. As now seen, it did, and as a result our traffic doubled or more and later that area helped bring a drainage fee to our water bills.



Bransford Road



Letters of Opposition

Taci Wrisley

From: Marc Smith
Sent: Tuesday, May 12, 2015 10:50 PM
To: Taci Wrisley
Subject: zoning request ZC15-008

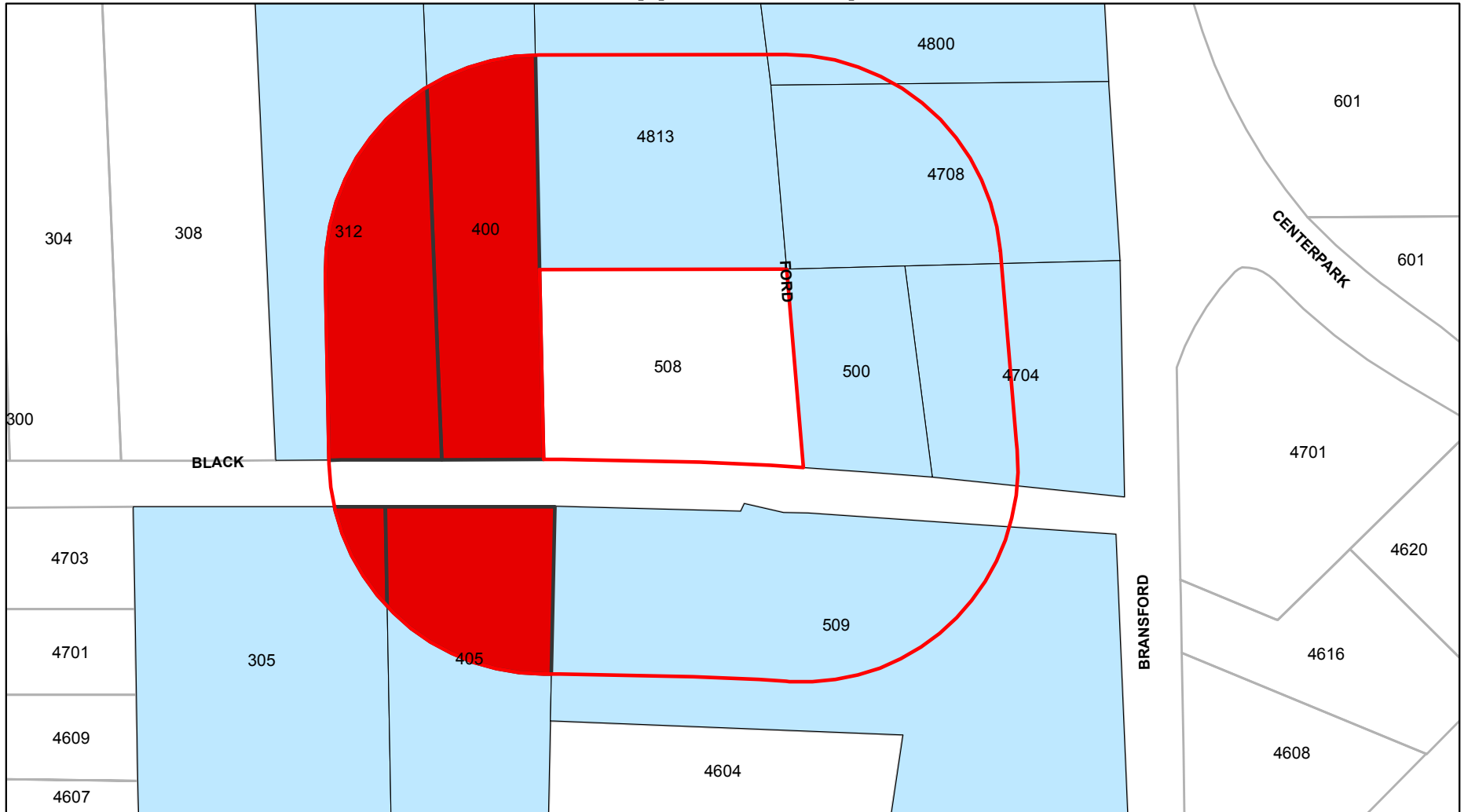
Mrs. Wrisley,

My name is Marc Smith and I live at 405 Black Dr. in Colleyville. I am submitting this letter in disapproval of the proposed zoning plan at 508 Black Dr.. The zoning case number is ZC15-008.

Respectfully,

Marc Smith

Opposition Map



Total Land Area in Buffer (Includes R.O.W): 265127.502175 Sq Ft / 6.08 Total Acres
Total Land Area Opposed (within 200 ft Notice Area): 90483.340697 Sq. Ft/ 2.07 Total Acres
Percent of Land Opposed (within the 200 ft. Notice Area): 34.12%

Legend

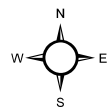
- 200 ft Buffer
- Properties within the 200ft Buffer

Case ZC15-008
 508 Black Drive

Updated 5/26/15



0 62.5 125 250 375 500 Feet



Internal separations of land use.

3. Show the building layout and the layout of proposed parking areas.

4. Show the proposed pedestrian walkways and sidewalks

5. Provide the following information on a schedule or table on the exhibit:

- a. gross area (acreage or square feet) of the property proposed for zoning change
- b. gross area and floor area of each separate building and its percentage of the total property area
- c. gross area of streets, sidewalks and other paved surfaces and its percentage of the total property area
- d. gross area of open space and its percentage of the total property area
- e. For residential uses (PUD, RD and R-MF), indicate the number of dwelling units per acre.
- f. For residential uses (PUD, RD and R-MF), indicate the number of each type of dwelling unit (i.e. Single Family, Duplex).

C. Supporting Documents for Applications for PUD, SUP, CPO, CN, CC1, CC2, CC3, ML, RD & R-MF Districts

- ☐ **STATEMENT OF PLANNING OBJECTIVES** Written statement of what is to be achieved in the development proposal for this property. The statement should be prepared as a narrative description of the character of the proposed development and rationale behind the assumptions and choices made by the applicant, including the use and ownership of open spaces. This is the applicant's opportunity to describe what they want to do with the property and why. The applicant may also submit drawings, photographs, company information, etc. with the application.
- ☐ **DEVELOPMENT SCHEDULE** Indicate the approximate date(s) when construction of the proposed development, and subsequent stages or phases can be expected to begin and be completed, to the best of applicant's knowledge and belief.
- ☐ **ECONOMIC DEVELOPMENT INFORMATION** Provide the following data in table or spreadsheet format: ☐ total square feet of building area, ☐ estimated sales per square foot, ☐ estimated sales per year, and ☐ estimated ad valorem taxes per year.
- ☐ **TRAFFIC IMPACT ANALYSIS** Required when a proposed development is projected to generate more than 1,000 vehicle trips per day, as determined by the Director of Public Services. The purpose of the analysis is to determine the need for traffic mitigation measures such as additional right-of-way width, turning lanes, or traffic control devices.

D. Supporting Documents for Applications for PUDR and PUDC.

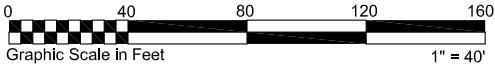
1. **Drainage Analysis** - The applicant shall submit a Preliminary Drainage Analysis to determine the need for drainage facilities. The Preliminary Drainage Analysis shall be prepared in accordance with drainage analysis requirements contained in *Chapter 14 - Engineering Design Standards* of the Land Development Code.
2. **Site Plan** - The Site Plan, which may be conceptual and general in nature, but in sufficient detail appropriate for the type of development being proposed and shall at a minimum include the following items, where applicable:
 - a. Proposed layout, indicating the approximate size and dimensions of all residential and non-residential lots
 - b. Proposed land uses and building locations
 - c. General elevation drawings of all non-residential structures indicating building height
 - d. Landscaping, lighting, fencing and screening of common areas
 - e. General locations of existing tree clusters
 - f. Location and construction type of perimeter fencing
 - h. Design of ingress and egress with description of any special pavement treatments
 - i. Calculations and location of off-street parking and loading facilities
 - j. Location and type of all commercial signage and lighting, including pole heights, for parking lots and common areas
 - k. Location and description of subdivision signs and landscaping at entrance areas
 - l. Street names on all proposed streets

Exception: A Planned Unit Development application may be submitted and approved without a Site Plan, if the approving ordinance contains sufficient written detail to establish all site criteria.

** Refer to Section 3.23 PUD - Planned Unit Developments of the Land Development Code for detailed PUDR and PUDC development standards

C. In regard of property 508 Black Dr. tract 2m (RAD).
 my husband + I have been residences of Collegeville Br 23 + we Love
 Collegeville. my husband is retiring in a year + 1/2 from now,
 + decided to take the opportunity to build our last home.
 We only wanted half the property to take care of.
 we plan on building a beautiful one story home.

Zoning Exhibit



ALL that certain tract or parcel of land situated in the THOMAS J. POLSON SURVEY, Abstract No. 1248, Tarrant County, Texas and being that same tract described to Ronald Cimonetti as recorded in Instrument No. D205166316, Deed Records, Tarrant County, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at a 5/8 inch steel rod found (control monument) at the southeast corner of said Cimonetti tract and being the southwest corner of Lot 1, Block 1, Nicol Addition to the City of Colleyville, Tarrant County, Texas as recorded in Volume 388-135, Page 19, Plat Records, Tarrant County, Texas and also being in the north right-of-way line of Black Drive (a variable width right-of-way);

THENCE North 87 degrees 45 minutes 21 seconds West (Bearing Source - TCS NAD83 Grid Data) with the south boundary line of said Cimonetti tract and said north right-of-way line, 253.59 feet to a 1/2 inch capped steel rod stamped "MOAK SURV INC" set at the southwest corner of said Cimonetti tract and being the southeast corner of that same tract described to Fairie Vonda Smith as recorded in Volume 6960, Page 2241 of said Deed Records from which a 3/8 inch steel rod found bears South 89 degrees 33 minutes 27 seconds West at 100.00 feet;

THENCE North 01 degrees 10 minutes 33 seconds West with the west boundary line of said Cimonetti tract, 176.36 feet to a 1/2 inch capped steel rod stamped "MOAK SURV INC" set at the northwest corner of said tract and being the southwest corner of that same tract described to Roger S. and Linda D. Kelton as recorded in Volume 13072, Page 94 of said Deed Records;

THENCE South 87 degrees 45 minutes 21 seconds East with the common boundary line of said Cimonetti tract and said Kelton tract, 240.39 feet to a 1/2 inch capped steel rod stamped "MOAK SURV INC" set at the northeast corner of said Cimonetti tract and being in the west boundary line of said Lot 1, Block 1, Nicol Addition;

THENCE South 05 degrees 25 minutes 49 seconds East with the common boundary line of said Cimonetti tract and said Lot 1, 177.64 feet to the Place of Beginning and containing 0.9982 acre, more or less.

BRANSFORD ROAD

ZONING EXHIBIT
FOR ZONING CHANGE REQUEST
FROM R40 TO R20
BEING
0.9982 ACRE (43,482+/- SQ FT)
IN THE THOMAS J. POLSON SURVEY, A-1248
AS DESCRIBED IN DEED TO
RONALD CIMONETTI
INSTRUMENT NO. D205166316, DRTCT

NOTES

- 1) THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE COMMITMENT OR ABSTRACT OF THE PROPERTY.
- 2) COORDINATES AND BEARINGS SHOWN HEREON ARE BASED ON TEXAS COORDINATE SYSTEM NC ZONE GRID DATUM (SE CORNER AS BASE POINT FOR CONVERSIONS) WITH A COMBINED SCALE FACTOR OF 0.99985281.

I, David W. Myers, a Registered Professional Land Surveyor of the State of Texas hereby certify that this plat represents a careful and accurate survey made on the ground under my supervision and all required monuments and markers shown actually exist or will be installed in accordance with the provisions of the City of Colleyville Land Development Code and the location, size and type of material are accurately shown on the plat.

PRELIMINARY, THIS DOCUMENT SHALL NOT BE RECORDED FOR ANY PURPOSE
AND SHALL NOT BE USED OR VIEWED AS A FINAL SURVEY DOCUMENT.

David W. Myers, R.P.L.S. No. 4565

Scale 1" = 40'

- LEGEND
- FOUND STEEL ROD
 - SET CAPPED STEEL ROD
 - ✚ CROSS CUT IN CONCRETE
 - ⬢ FOUND STEEL PIPE
 - FOUND BOIS D'ARC STAKE
 - \\— UTILITY LINE
 - x— CENTERLINE FENCE

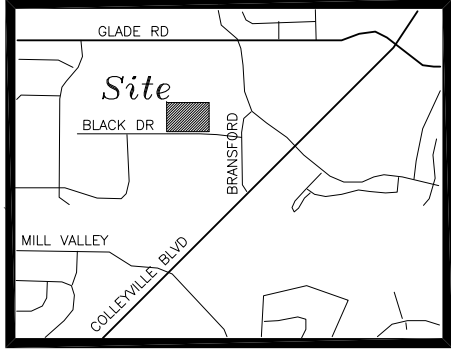
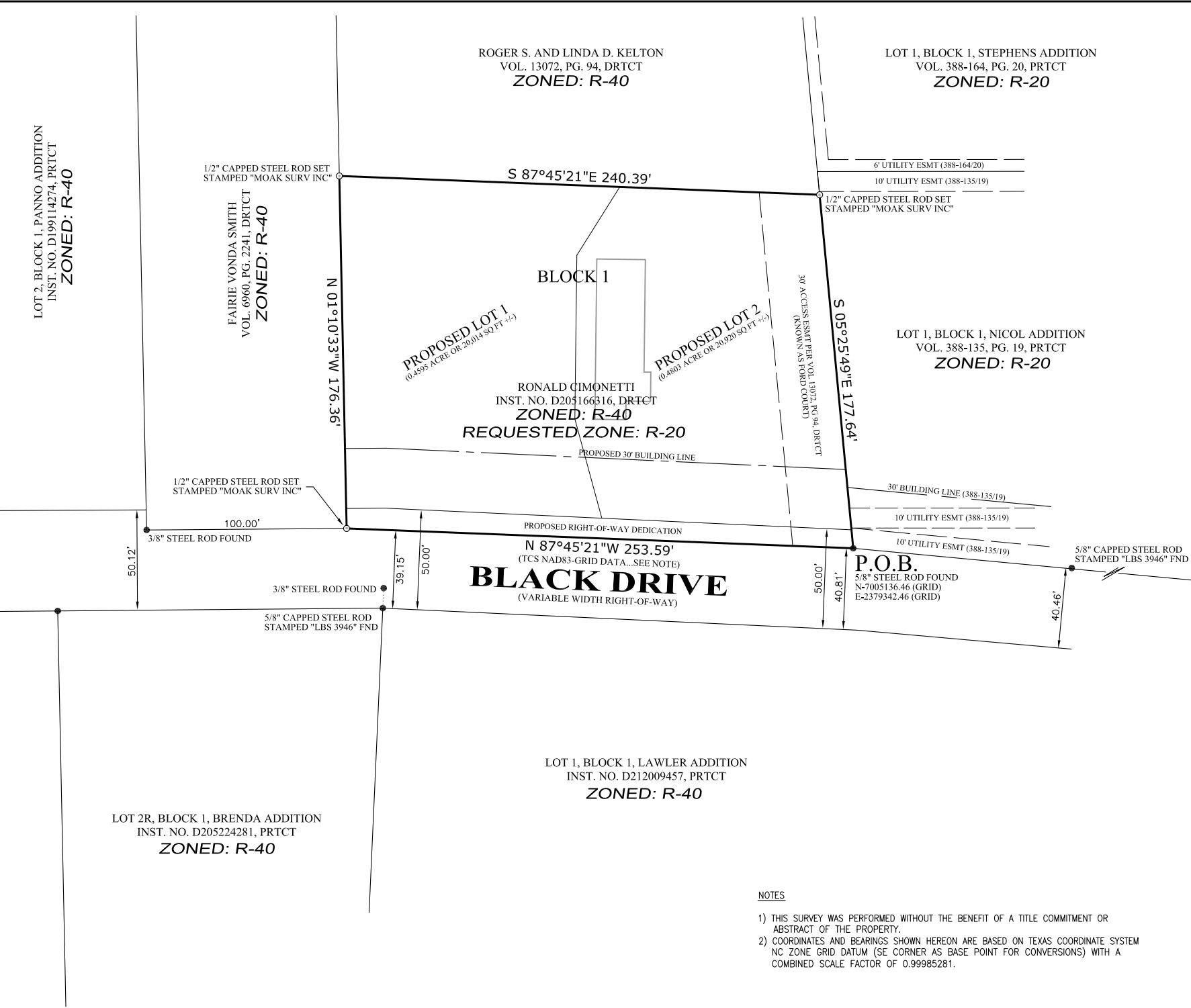
COORDINATE FILE: 15-007

REVISED 4-14-2015 ADDRESS CITY COMMENTS

Moak Surveyors, Inc.

LICENSED STATE AND REGISTERED
PROFESSIONAL LAND SURVEYORS
Texas · Nevada · Arizona · Nevada
License # 150860
1105 Cheek Sparger Road, Colleyville, Texas 76034
Metro 817-282-2211 · Fax 817-282-0401
www.moaksurveyors.com

Date FEBRUARY 20, 2015 Job # 15-007Z



VICINITY MAP

Owner / Applicant

Ronald Cimonetti
2303 Wilkes Court
Colleyville, Texas 76034
817-421-6326

RESOLUTION R-11-3441

**A RESOLUTION APPROVING A RIGHT-OF-WAY ENCROACHMENT AND JOINT
USE AGREEMENT WITH PATRICK LAWLER TO ALLOW AN EXISTING HOME TO
ENCROACH IN NEWLY DEDICATED BLACK DRIVE RIGHT-OF-WAY AT 509
BLACK DRIVE**

WHEREAS, Section 8.170(5), Easement and Right-of-way Encroachments of the Land Development Code, requires City Council approval for a right-of-way encroachment.

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

Sec. 1. THAT the Right-of-Way Encroachment and Joint Use Agreement with Patrick Lawler to allow an existing home to encroach in newly dedicated Black Drive right-of-way at 509 Black Drive as described in Exhibit "A" and depicted in Exhibit "B", is hereby approved.

AND IT IS SO RESOLVED.

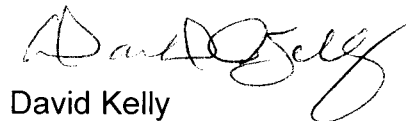
PASSED BY A VOTE OF 4 AYES, 0 NAYS AND 0 ABSTENTIONS ON
THIS THE 13th DAY OF December 2011.

ATTEST:



Cynthia Singleton, TRMG, CMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

Exhibit "A"

EXHIBIT A

FIELD NOTES FOR A PORTION OF EXISTING HOUSE LOCATED IN PROPOSED R.O.W. DEDICATION:

BEING A PORTION OF A TRACT OF LAND OUT OF THE T.J. POULSON SURVEY, ABSTRACT NO. 1248, TARRANT COUNTY, TEXAS, AS DESCRIBED IN DEED RECORDED IN COUNTY CLERKS NO. D211256257, DEED RECORDS, TARRANT COUNTY, TEXAS, AND BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF TRACT BEING DESCRIBED, SAID POINT BEING LOCATED 10.00 FEET SOUTH 01 DEGREES 27 MINUTES 00 SECONDS WEST AND 154.80 FEET SOUTH 88 DEGREES 28 MINUTES 00 SECONDS EAST FROM THE NORTHWEST CORNER OF SAID TRACT OF LAND AS DESCRIBED IN DEED RECORDED IN COUNTY CLERKS NO. D211256257;

THENCE NORTH 13 DEGREES 42 MINUTES 37 SECONDS EAST 6.07 FEET TO THE NORTHWEST CORNER OF TRACT BEING DESCRIBED;

THENCE SOUTH 75 DEGREES 53 MINUTES 58 SECONDS EAST 27.28 FEET TO THE MOST EASTERLY CORNER OF TRACT BEING DESCRIBED;

THENCE NORTH 88 DEGREES 28 MINUTES 00 SECONDS WEST 27.90 FEET AND CONTAINING 82.806 SQUARE FEET OF LAND

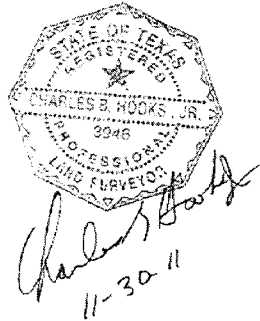


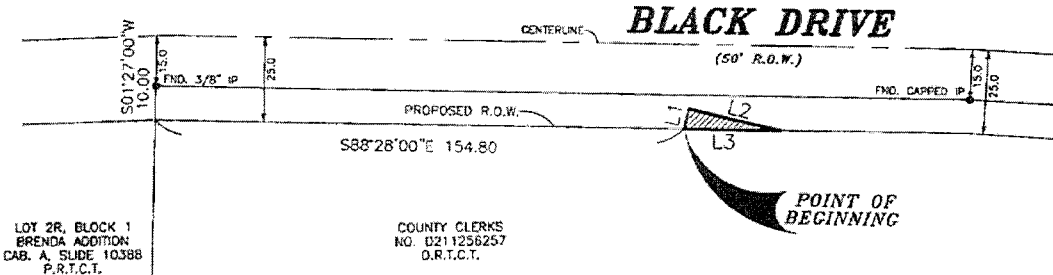
Exhibit "B"

Scale 1" = 40'

EXHIBIT B



PORTION OF EXISTING HOUSE LOCATED
IN PROPOSED R.O.W. DEDICATION
82.806 S.F.



LOYD 2R, BLOCK 1
BRENDA ADDITION;
CAB. A, SLIDE 10388
P.R.T.C.T.

COUNTY CLERKS
NO. 0211256257
O.R.T.C.T.

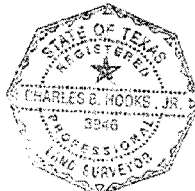
NUMBER	DIRECTION	DISTANCE
L1	N13°42'37"E	6.07
L2	S75°53'58"E	27.28
L3	N88°28'00"W	27.90

T.J. POULSON SURVEY
ABSTRACT NO. 1248

LEGEND:

- IRON PIN
- IRON PIPE
- △ BOIS D'ARC STAKE
- CONCRETE MONUMENT
- x-x- FENCE
- o-o- POWER LINE
- T-T- TELEPHONE LINE
- CATV- CABLE TELEVISION
- ▨ CONCRETE PAVING
- ▨ ASPHALT PAVING

TF



11-763A

LOYD BRANSON SURVEYORS INC.

CHARLES B. HOOKS, JR.
REGISTERED PROFESSIONAL LAND SURVEYOR
1028 NORTH SYLVANIA AVENUE
FT. WORTH, TEXAS 76111
(817) 834-3477

Charles B. Hooks, Jr.

DATE: 11-30-11

ORDINANCE O-15-1956

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON 0.9982 ACRES IN THE THOMAS J. POLSON SURVEY, ABSTRACT 1248, LOCATED AT 508 BLACK DRIVE, FROM THE R-40-SINGLE FAMILY RESIDENTIAL ZONING DISTRICT TO THE R-20-SINGLE FAMILY RESIDENTIAL ZONING DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case ZC15-008; and

WHEREAS, the City of Colleyville deems it necessary, for the purpose of promoting the health, safety, morals, or general welfare of the City to enact a new zoning ordinance; and

WHEREAS, the City Council has appointed a Planning and Zoning Commission to recommend the boundaries of the various original zoning districts and appropriate regulations be enforced therein and to recommend a new zoning ordinance; and

WHEREAS, the Planning and Zoning Commission has divided the City into districts and has prepared regulations pertaining to such districts in accordance with a comprehensive plan designed to lessen congestion in the streets; and to secure safety from fire, panic, and other dangers; to promote health, general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration to, among other things, the character of the districts and their peculiar suitability for particular uses, with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the Charter of the City of Colleyville, and State Law with reference to changes to zoning classifications under the Zoning Ordinance Regulations and Zoning Map, having given the requisite notices

by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally, and to the persons interested and situated in the affected area and in the vicinity thereof, the governing body of the City of Colleyville is of the opinion that said change in zoning should be made.

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 0.9982 acres in the Thomas J. Polson Survey, Abstract 1248, located at 508 Black Drive, from the R-40-Single Family Residential zoning district to the R-20-Single Family Residential zoning district, as depicted in the attached Exhibit "A", Exhibit "B", and Exhibit "C".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 6. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 7. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 2nd day of June 2015.

The second reading and public hearing being conducted on the 16th day of June 2015.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

Exhibit "A"- Location and Zoning Map

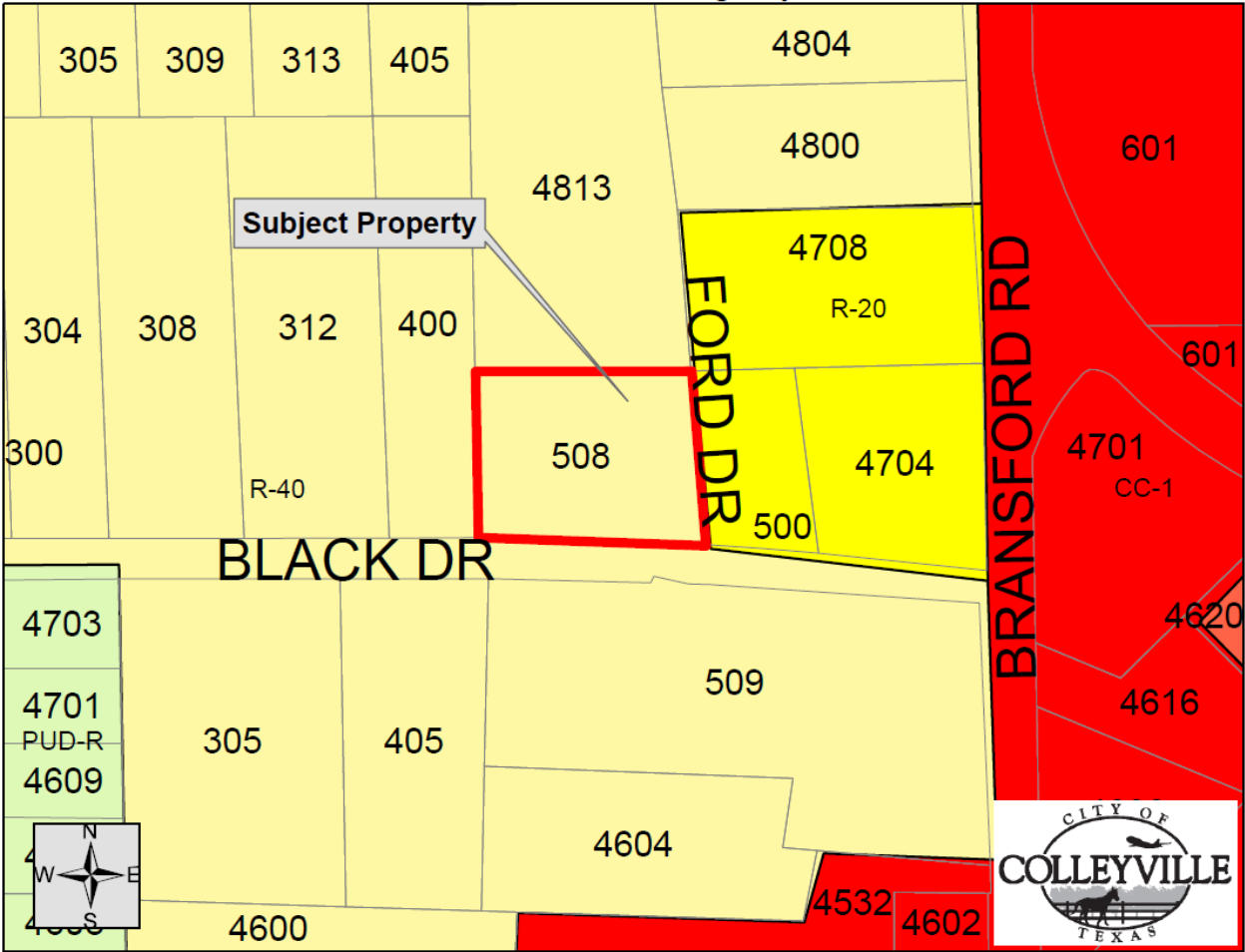


Exhibit “B”- Metes & Bounds Description

ALL that certain tract or parcel of land situated in the THOMAS J. POLSON SURVEY, Abstract No. 1248, Tarrant County, Texas and being that same tract described to Ronald Cimonetti as recorded in Instrument No. D205166316, Deed Records, Tarrant County, Texas and being more particularly described by metes and bounds as follows:

BEGINNING at a 5/8 inch steel rod found (control monument) at the southeast corner of said Cimonetti tract and being the southwest corner of Lot 1, Block 1, Nicol Addition to the City of Colleyville, Tarrant County, Texas as recorded in Volume 388-135, Page 19, Plat Records, Tarrant County, Texas and also being in the north right-of-way line of Black Drive (a variable width right-of-way);

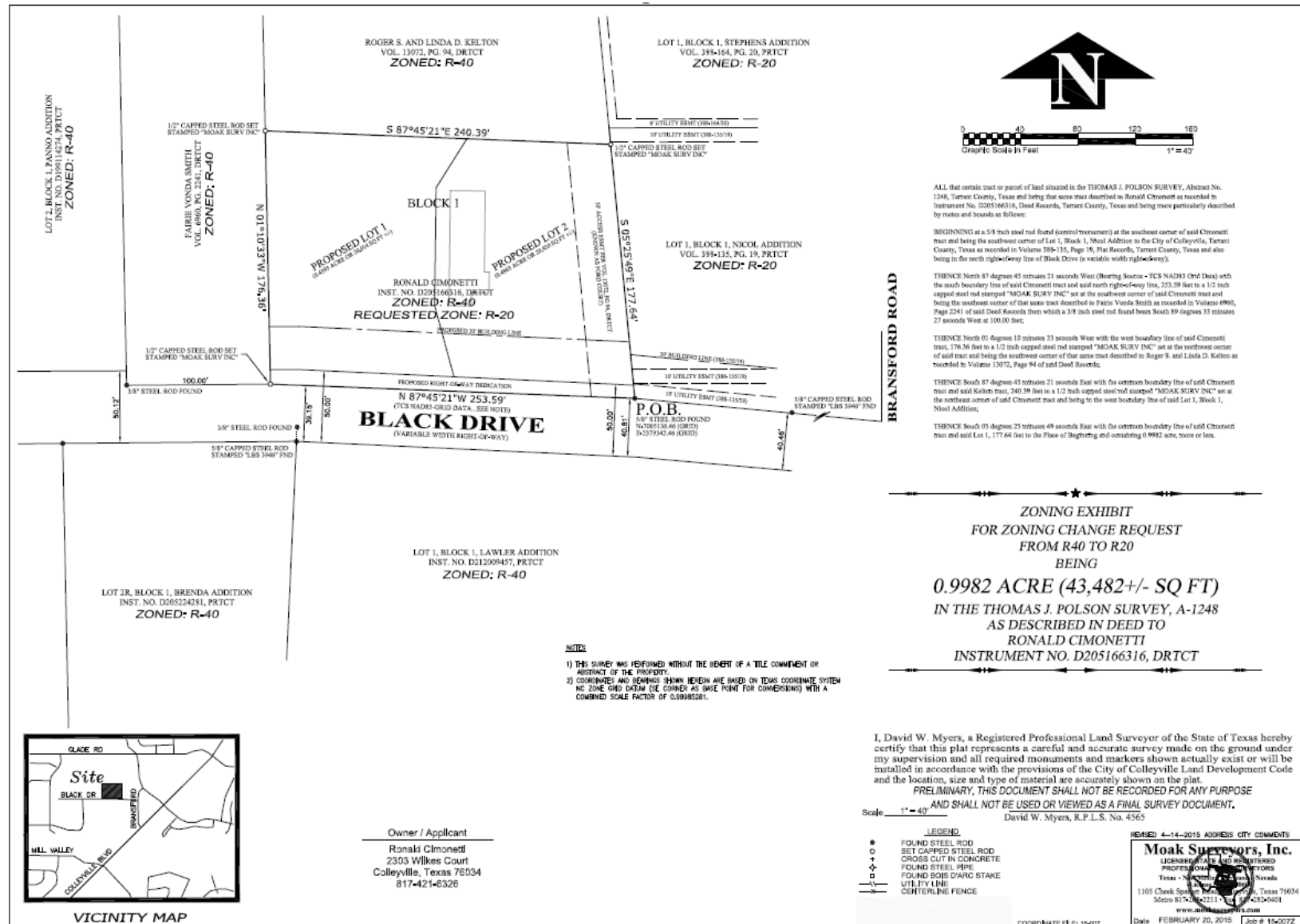
THENCE North 87 degrees 45 minutes 21 seconds West (Bearing Source – TCS NAD83 Grid Data) with the south boundary line of said Cimonetti tract and said north right-of-way line, 253.59 feet to a 1/2 inch capped steel rod stamped “MOAK SURV INC” set at the southwest corner of said Cimonetti tract and being the southeast corner of that same tract described to Fairie Vonda Smith as recorded in Volume 6960, Page 2241 of said Deed Records from which a 3/8 inch steel rod found bears South 89 degrees 33 minutes 27 seconds West at 100.00 feet;

THENCE North 01 degrees 10 minutes 33 seconds West with the west boundary line of said Cimonetti tract, 176.36 feet to a 1/2 inch capped steel rod stamped “MOAK SURV INC” set at the northwest corner of said tract and being the southwest corner of that same tract described to Roger S. and Linda D. Kelton as recorded in Volume 13072, Page 94 of said Deed Records;

THENCE South 87 degrees 45 minutes 21 seconds East with the common boundary line of said Cimonetti tract and said Kelton tract, 240.39 feet to a 1/2 inch capped steel rod stamped “MOAK SURV INC” set at the northeast corner of said Cimonetti tract and being in the west boundary line of said Lot 1, Block 1, Nicol Addition;

THENCE South 05 degrees 25 minutes 49 seconds East with the common boundary line of said Cimonetti tract and said Lot 1, 177.64 feet to the Place of Beginning and containing 0.9982 acre, more or less.

Exhibit “C” – Zoning Exhibit





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b

Agenda Date 06/16/2015

Number Ordinance O-15-1957

Type Ordinance

Department Community Development

Title

Consideration of a zoning change from the CN – Neighborhood Commercial zoning district to the CPO – Professional Office zoning district on Lots 1-4, Block 1, of the C-D Subdivision, located at 6513 and 6515 Colleyville Boulevard and 1700 and 1704 Tarrant Lane, Case ZC15-009

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the June 2, 2015 City Council meeting.

First Reading and Public Hearing

Ken Green, the applicant, has submitted a request to change the zoning on 1.92 acres located at 6513 and 6515 Colleyville Boulevard and 1700 and 1704 Tarrant Lane from the CN – Neighborhood Commercial zoning district to the CPO – Professional Office zoning district. There were no speakers regarding this item at the June 2, 2015 City Council meeting.

Existing Conditions. The subject property is platted as Lots 1-4, Block 1 within the C-D Subdivision and is currently vacant. A replat has been submitted for staff review and will be processed once the zoning has been established.

Statement of Planning Objectives. The applicant intends to create two lots, each of which will contain an office building. Lot 1 is proposed to be 40,564 square feet in size and will contain a 7,490 square foot medical office building with 38 parking spaces. Lot 2 is intended to be 43,104 square feet and feature a 9,550 square foot building with 48 associated parking spaces.

Lot Sizes and Widths. The CPO zoning district requires a minimum lot size of 7,200 square feet and a maximum lot size of one acre. In addition, a minimum lot width of 100 feet and a minimum lot depth of 120 feet are required. The conceptual development plan meets the requirements of the CPO zoning district as outlined in the Land Development Code. The following additional standards are applicable to the CPO zoning designation:

Minimum Front Yard Setback: 40 feet
Minimum Side Yard Setbacks: 15 feet
Minimum Rear Yard Setback: 10 feet
Maximum Lot Coverage: 40 percent

Surrounding Properties. Property to the south, east, and west of the subject site is zoned ML – Light Industrial. Land to the south and east is developed with office warehouse uses. Property to the west across Colleyville Boulevard is currently being used for golf equipment sales. To the north is a PUD-C development that permits a variety of uses including recreational vehicle and boat storage, vehicle repair, and landscaping operations. To the southwest is a PUD-C development that allows for office and retail uses.

Development Trends. The development trends along the east side of Colleyville Boulevard in this area of the City are predominantly industrial in nature.

Master Plan. The Master Plan designates this property for future retail use. The proposed zoning designation is not in compliance with the Future Land Use Plan.

Public Notification. Staff notified 16 property owners within 200 feet as well as all Homeowners Associations within 500 feet of the subject property regarding this request. Additionally, Grapevine-Colleyville Independent School District was noticed per state law. Notice was also published in the *Fort Worth Star-Telegram* as required by state law and the Land Development Code. Staff has received no correspondence regarding this request.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request at the May 11, 2015 meeting by a vote of 7-0.

Summary. Although the proposed zoning change meets the requirements of the CPO zoning district, the proposed zoning change is not in compliance with the Future Land Use Plan, which designates the subject property as a future retail; therefore, staff recommends denial.

Financial Impact

There is no financial impact to the city.

Recommendation

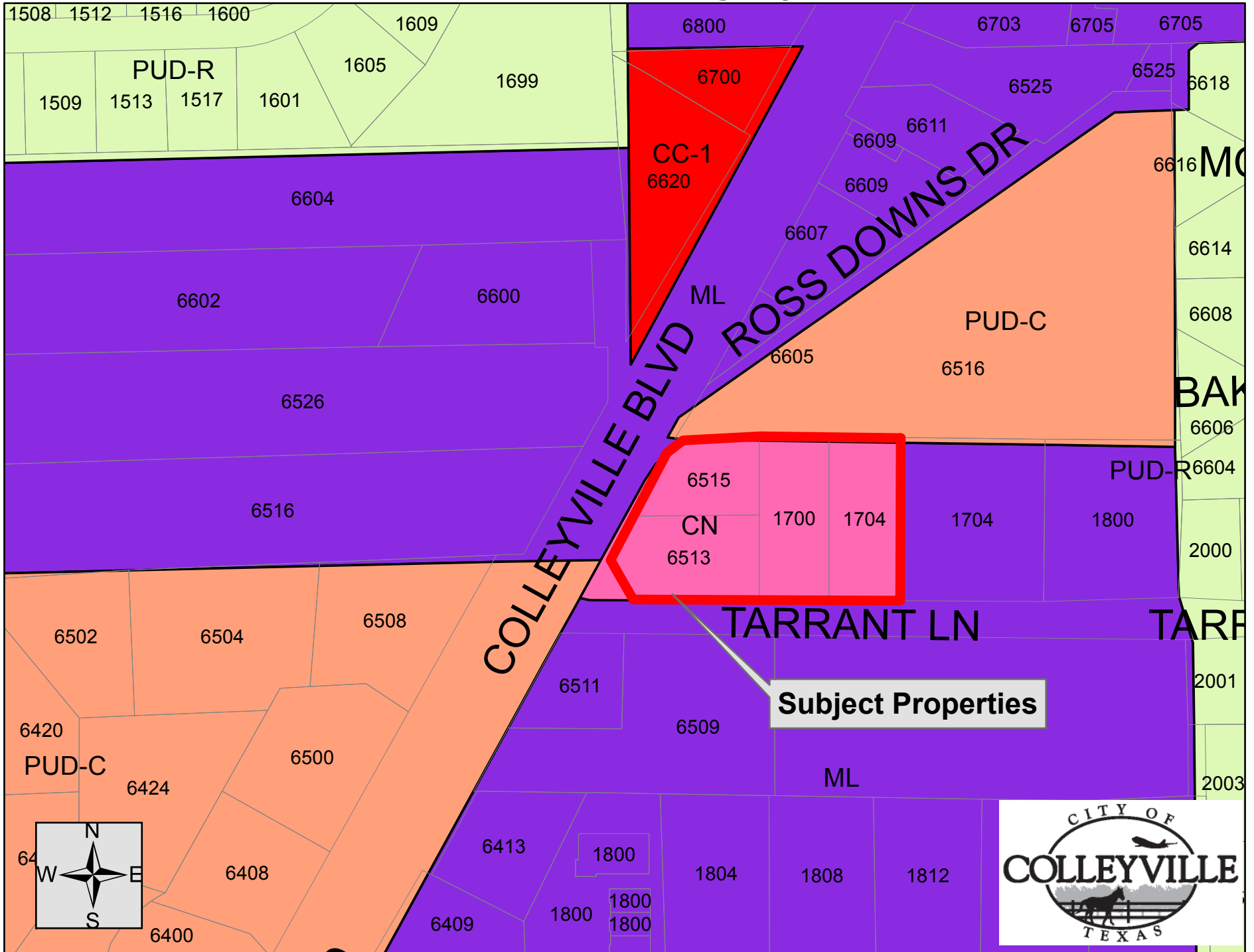
Denial

Attachments

1. Location and Zoning Map

2. Aerial
3. Future Land Use Map
4. Notification List
5. Buffer Map
6. Statement of Planning Objectives
7. Zoning Exhibit
8. Ordinance O-15-1957

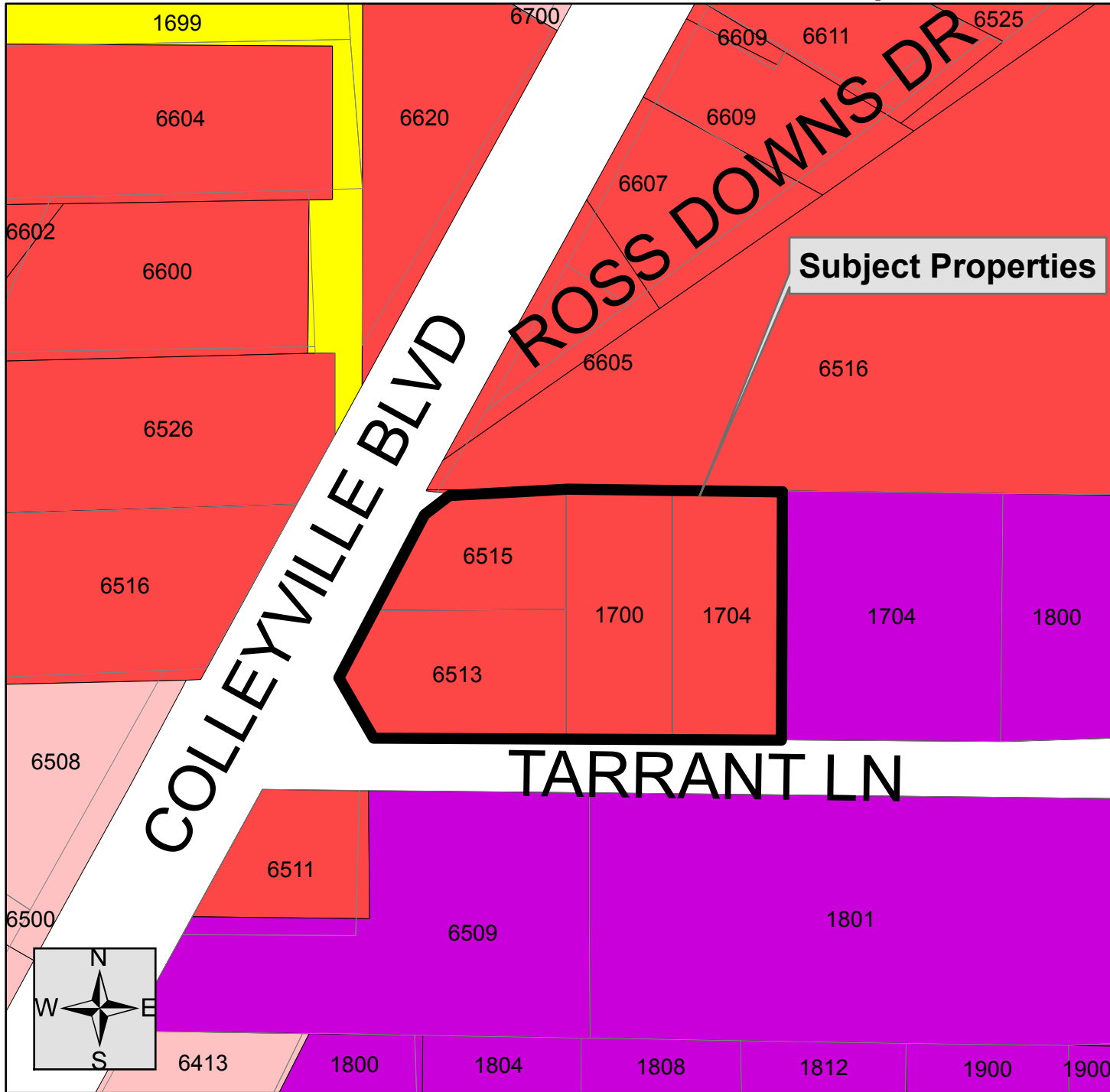
Location and Zoning Map



Aerial

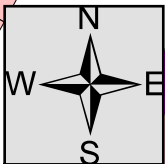


Future Land Use Map



Legend

- Subject Properties
- Parcels
- Single Family
- Multi-Family
- Office
- Retail
- Institutional
- Industrial
- Roadway
- Utilities
- Parks
- Private Open Space
- Water

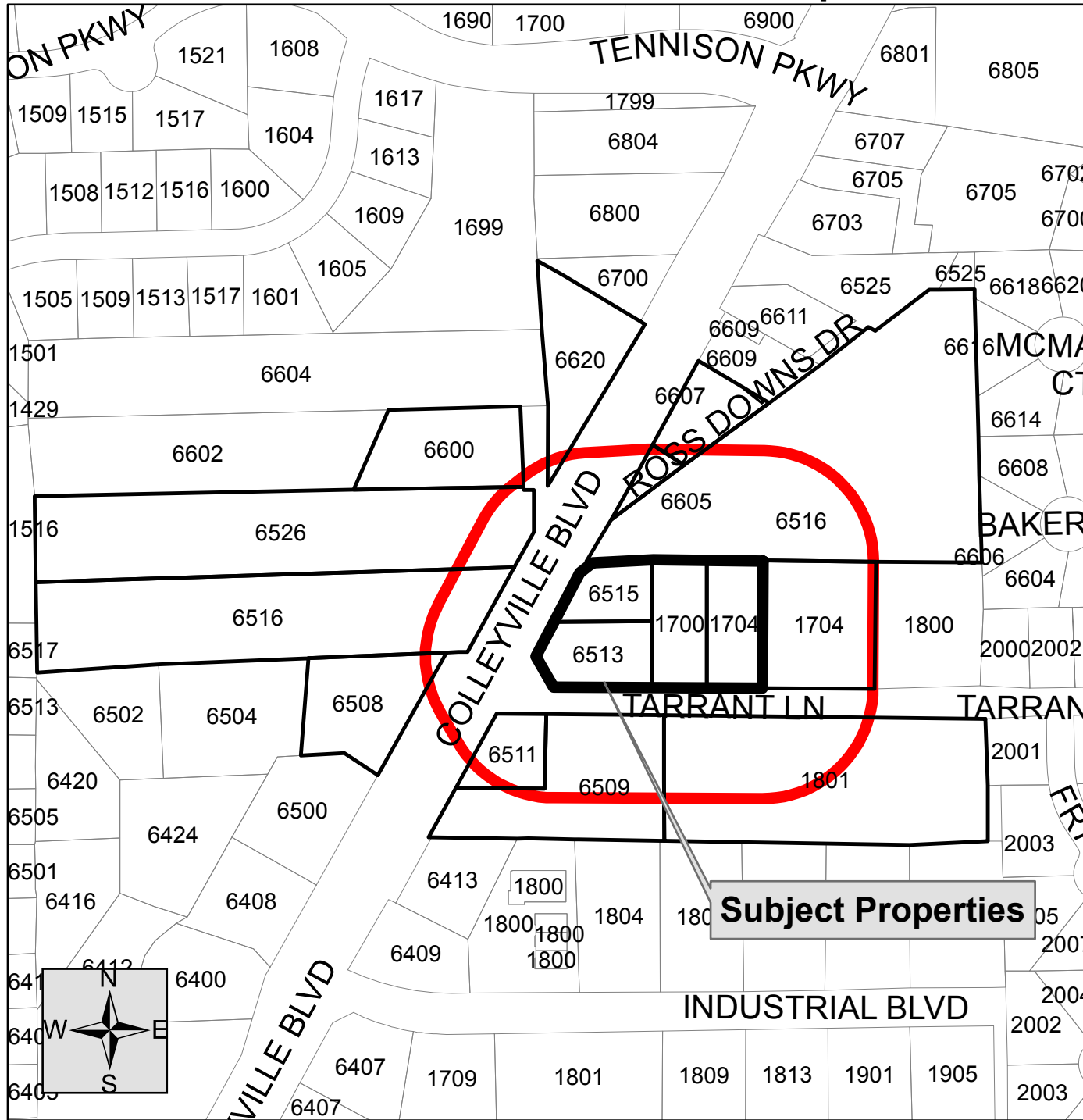


Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
DAVIDSON CHARLES W	16018 KEVENDALE CT	JERSEY VILLAGE	TEXAS	77040	6515 COLLEYVILLE BLVD
AMERICA'S STORAGE	4311 OAK LAWN AVE STE 360	DALLAS	TEXAS	75219	1704 TARRANT LN
DAVIDSON CHARLES W	16018 KEVENDALE CT	JERSEY VILLAGE	TEXAS	77040	1704 TARRANT LN
DAVIDSON CHARLES W	16018 KEVENDALE CT	JERSEY VILLAGE	TEXAS	77040	1700 TARRANT LN
DAVIDSON CHARLES W	16018 KEVENDALE CT	JERSEY VILLAGE	TEXAS	77040	6513 COLLEYVILLE BLVD
TRES ROSAS LTD	6516 COLLEYVILLE BLVD	COLLEYVILLE	TEXAS	76034	6526 COLLEYVILLE BLVD
3 J GREEN LIMITED PARTNERSHIP	6620 COLLYVILLE BLVD STE 100	COLLEYVILLE	TEXAS	76034	6508 COLLEYVILLE BLVD
SELECT ROOFING LLC	6605 COLLEYVILLE BLVD	COLLEYVILLE	TEXAS	76034	6605 COLLEYVILLE BLVD
J&C SERVICE GROUP LLC	6521 COLLEYVILLE BLVD	COLLEYVILLE	TEXAS	76034	6516 COLLEYVILLE BLVD
COMBINED ENTERPRISES INC	6607 COLLYVILLE BLVD	COLLEYVILLE	TEXAS	76034	6607 COLLEYVILLE BLVD
ARROYO NORTE LTD	6516 COLLYVILLE BLVD	COLLEYVILLE	TEXAS	76034	6600 COLLEYVILLE BLVD
HART DAVID ATTORNEY	6620 COLLEYVILLE BLVD STE 100	COLLEYVILLE	TEXAS	76034	6620 COLLEYVILLE BLVD #
AMERICA'S STORAGE	4311 OAK LAWN AVE STE 360	DALLAS	TEXAS	75219	1801 TARRANT LN
AMERICA'S STORAGE	4311 OAK LAWN AVE STE 360	DALLAS	TEXAS	75219	6511 COLLEYVILLE BLVD
AMERICA'S STORAGE	4311 OAK LAWN AVE STE 360	DALLAS	TEXAS	75219	6509 COLLEYVILLE BLVD
BOWDEN GERALD W	850 AVENIDA SERE	MARBLE FALLS	TEXAS	78654	6516 COLLEYVILLE BLVD
GRAPEVINE-COLLEYVILLE ISD	3051 IRA E WOODS AVE	GRAPEVINE	TEXAS	76051	STATE LAW REQ
ROSS DOWNS ESTATES HOA	4113 GATEWAY DR. #100	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
KEN GREEN	6508 COLLEYVILLE BLVD	COLLEYVILLE	TEXAS	76034	APPLICANT

Public hearing notices were mailed
Friday, May 1, 2015 by Taci Wrisley

Buffer Map



Case ZC15-009

6513 Colleyville Blvd

Legend

-  Properties within 200 feet
-  Subject Properties
-  Parcels



6515 Colleyville, LLC

STATEMENT OF PLANNING OBJECTIVES

The objective is to develop and continue to own an upscale professional and medical office complex. I have a personal interest in a quality development since it is situated directly across Colleyville Blvd. from my own CPA firm and another small office complex which I have developed and continue to own. We are planning for two stone buildings. One will be leased to a family practice medical doctor and the other leased to an attorney and two or three other similar professionals. Our goal is not to maximize the square footage of buildings allowed but rather to build a complex with a smaller building footprint than normally allowed. The additional open space will be used to enhance the landscaping and green space areas over and above those allowed by existing codes. We are attempting to save as many existing trees as possible and of course comply with the new Colleyville city tree ordinance. There will be a screening fence and shrubbery to block out the unsightly neighboring lot to the north. We are also allowing for more than the required parking spaces to prevent any possible future shortage.

DEVELOPMENT SCHEDULE

June 17, 2015. Submit all information for building permits.

July 17, 2015. Receive permits and begin construction.

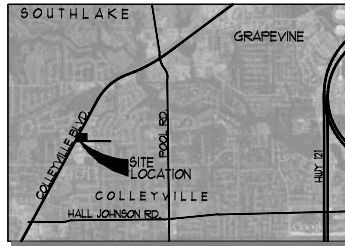
July 17, 2015 to January 31, 2016. Construction.

February 1, 2015. Receive certificates of occupancy and move in.

ECONOMIC DEVELOPMENT INFORMATION

Total square feet of building area		17,030
Estimated sales per square foot		\$579.00
Estimated sales per year		\$9,860,000.00
Estimated ad valorem taxes per year	City	\$14,916.00
	County	\$26,879.00
	School District	\$55,321.00
Total ad valorem taxes per year		\$97,116.00

Zoning Exhibit



LOCATION MAP



ISSUED FOR CITY REVIEW ONLY
NOT FOR CONSTRUCTION

DATE: 4/23/15
REVISED:
REVISIONS:



ORIGINAL LOT 83,668 SF - 1.92 AC

LOT 1 40,564 SF.
Total sf BUILDING 1 7,410 sf

Total parking Required
total sf 7,410 sf for medical- 38 spaces
1 space/ 100 sf for medical
Total parking Provided- 40

Total Building Gross- 7,430 sf. (19%)
Total Paving Provided- 19,005 sf. (46%)
Total Walks Provided- 1825 sf. (4%)
Total Landscape Provided- 12,244 sf. (31%)

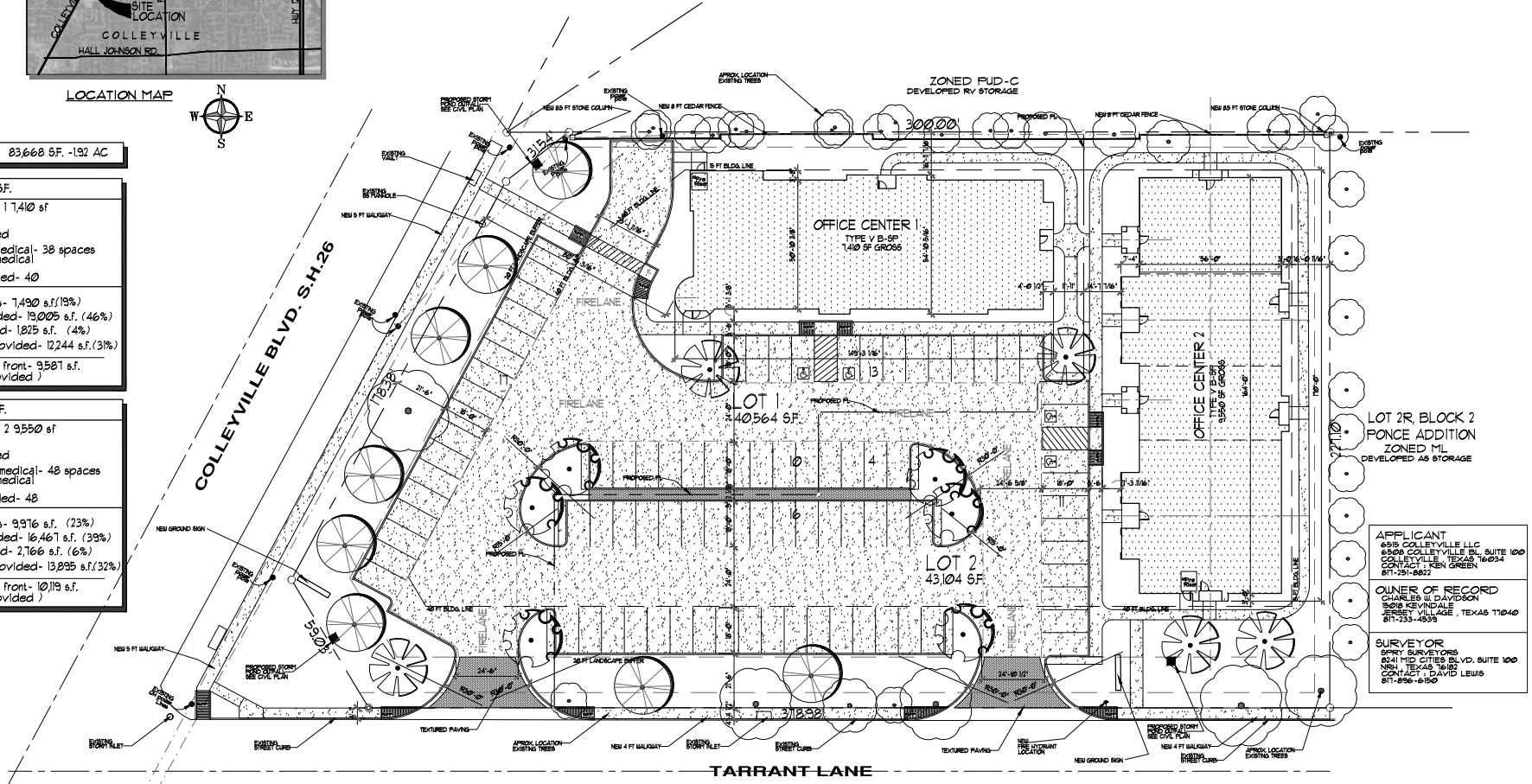
Landscape in front- 9,581 sf.
(71% of Provided)

LOT 2 43,104 SF.
Total sf BUILDING 2 9,550 sf

Total parking Required
total sf 9,550 sf for medical- 48 spaces
1 space/ 100 sf for medical
Total parking Provided- 48

Total Building Gross- 9,916 sf. (23%)
Total Paving Provided- 16,461 sf. (39%)
Total Walks Provided- 2,166 sf. (6%)
Total Landscape Provided- 13,895 sf. (32%)

Landscape in front- 10,119 sf.
(73% of Provided)



LOT 2R BLOCK 2
FENCE ADDITION
ZONED M1
DEVELOPED AS STORAGE

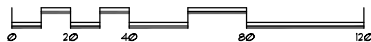
APPLICANT
6515 COLLEYVILLE LLC
6508 COLLEYVILLE BL, SUITE 100
COLLEYVILLE, TEXAS 76034
817-291-8822

OWNER OF RECORD
CHARLES W. DAVIDSON
19018 KEVINDALE
JEWETT VILLAGE, TEXAS 77640
817-733-4595

SURVEYOR
SPRINT SURVEYORS
8341 MID CITIES BLVD., SUITE 100
NASH, TEXAS 76182
CONTACT: DAVID LEWIS
817-896-6150



SPI-01 SITE PLAN - MEDICAL & PROFESSIONAL OFFICE



TARRANT LANE

ZONING EXHIBIT FOR ZONING
CHANGE REQUEST FROM
CN TO CPO



TERRY R. CUNNINGHAM
ARCHITECTS
WWW.TRCARCHITECTS.COM
3804 S. COOPER ST. SUITE 100 - ARLINGTON, TEXAS 76015 - (852) 687-0044
© COPYRIGHT 2015 TERRY R. CUNNINGHAM FAX (852) 687-0056

PROFESSIONAL OFFICES
6513/6515 COLLEYVILLE BLVD.
COLLEYVILLE, TEXAS

SHEET TITLE:
**ZONING
SITE PLAN**

SHEET:
SP1

ORDINANCE O-15-1957

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING OF 1.92 ACRES ON LOTS 1-4, BLOCK 1 OF THE C-D SUBDIVISION, LOCATED AT 6513 AND 6515 COLLEYVILLE BOULEVARD AND 1700 AND 1704 TARRANT LANE, FROM THE CN – COMMERCIAL NEIGHBORHOOD ZONING DISTRICT TO THE CPO – PROFESSIONAL OFFICE ZONING DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case ZC15-009; and

WHEREAS, the City of Colleyville deems it necessary, for the purpose of promoting the health, safety, morals, or general welfare of the City to enact a new zoning ordinance; and

WHEREAS, the City Council has appointed a Planning and Zoning Commission to recommend the boundaries of the various original zoning districts and appropriate regulations be enforced therein and to recommend a new zoning ordinance; and

WHEREAS, the Planning and Zoning Commission has divided the City into districts and has prepared regulations pertaining to such districts in accordance with a comprehensive plan designed to lessen congestion in the streets; and to secure safety from fire, panic, and other dangers; to promote health, general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; and

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration to, among other things, the character of the districts and their peculiar suitability for particular uses, with a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City; and

WHEREAS, the Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the Charter of the City of Colleyville, and State Law with reference

to changes to zoning classifications under the Zoning Ordinance Regulations and Zoning Map, having given the requisite notices by publication and otherwise, and after holding due hearings and affording a full and fair hearing to all the property owners generally, and to the persons interested and situated in the affected area and in the vicinity thereof, the governing body of the City of Colleyville is of the opinion that said change in zoning should be made.

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning of 1.92 acres on Lots 1-4, Block 1 in the C-D Subdivision, located at 6513 and 6515 Colleyville Boulevard and 1700 and 1704 Tarrant Lane, from the CN – Neighborhood Commercial zoning district to the CPO – Professional Office zoning district, as depicted in the attached Exhibit “A” and Exhibit “B”.
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 6. THAT in addition to and accumulative of all other penalties, the

City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 7. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 2nd day of June 2015.

The second reading and public hearing being conducted on the 16th day of June 2015.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

1508 1512 1516 1600

PUD-R

1509 1513 1517 1601

1605 1609 1699

6604

6602

6600

6526

6516

6502

6504

6508

6420

PUD-C

6424

6500

6408

6400

6413

1800

1800

1800

6409

6511

6509

6413

1800

1804

1808

1812

6800

6700

CC-1

6620

ML

6609

6611

6609

6607

6605

6515

CN

1700

1704

1704

1800

2000

2001

2003

6703

6705

6705

6525

6525

6616

6614

6608

6606

6604

PUD-R

COLLEYVILLE BLVD

ROSS DOWNS DR

TARRANT LN

TARRANT LN

Subject Properties

CITY OF COLLEYVILLE TEXAS

Exhibit "B"- Zoning Exhibit



LOCATION MAP



ORIGINAL LOT 83,668 SF - 1.90 AC

LOT 1 40,364 SF

Total sf BUILDING 17,430 sf

Total parking Required

total sf 7,430 sf for medical - 38 spaces
space/ 200 sf for medical

Total parking Provided - 40

Total Building Gross - 1,490 sf (8%)

Total Paving Provided - 13,005 sf (46%)

Total Walks Provided - 1,825 sf (4%)

Total Landscape Provided - 12,244 sf (30%)

Landscape in front - 9,561 sf

(77% of Provided)

LOT 2 43,304 SF

Total sf BUILDING 2,950 sf

Total parking Required

total sf 9,550 sf for medical - 48 spaces
space/ 200 sf for medical

Total parking Provided - 48

Total Building Gross - 9,976 sf (23%)

Total Paving Provided - 16,461 sf (38%)

Total Walks Provided - 2,166 sf (6%)

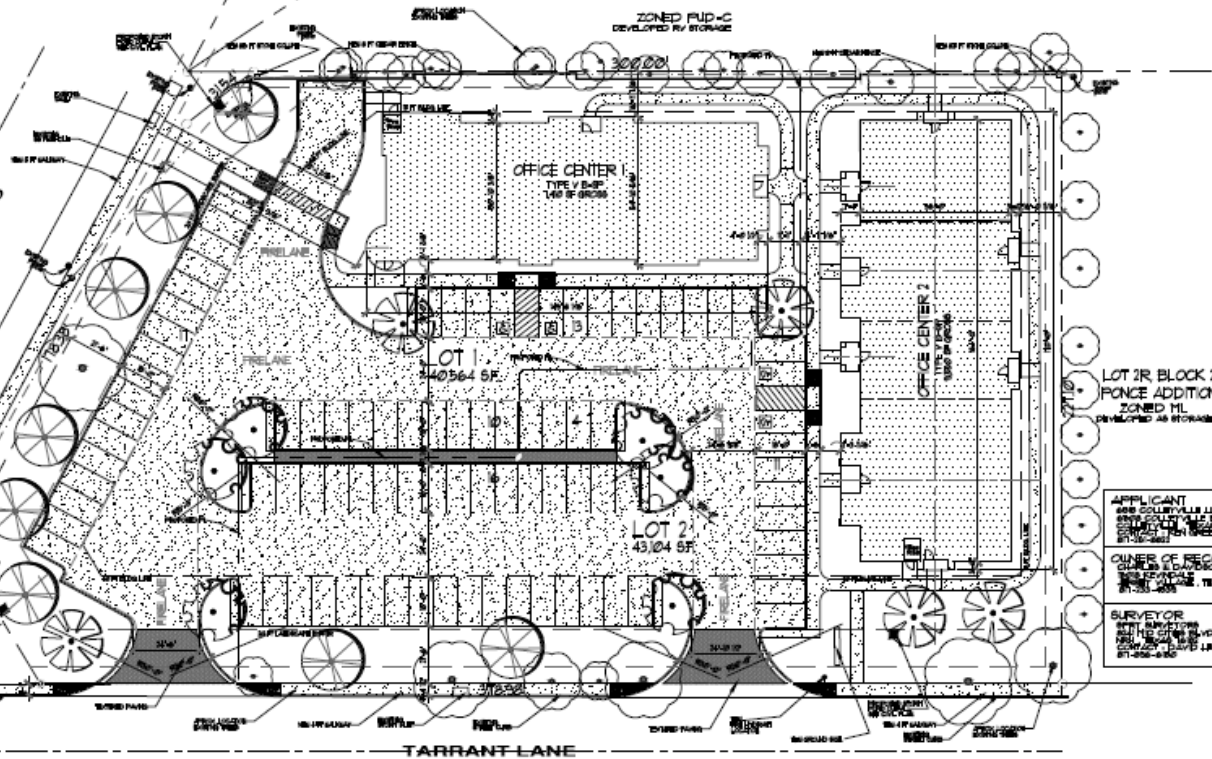
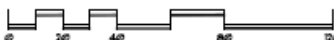
Total Landscape Provided - 13,895 sf (32%)

Landscape in front - 10,115 sf

(73% of Provided)



SP1-01 SITE PLAN - MEDICAL & PROFESSIONAL OFFICE



ISSUED FOR CITY REVIEW ONLY
NOT FOR CONSTRUCTION



APPLICANT

655 COLLEYVILLE LLC
655 COLLEYVILLE LLC, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100

OWNER OF RECORD

655 COLLEYVILLE LLC, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100

SURVEYOR

655 COLLEYVILLE LLC, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100
655 COLLEYVILLE BLVD, SUITE 100

ZONING EXHIBIT FOR ZONING
CHANGE REQUEST FROM

CN TO CPO



TERRY R. CUNNINGHAM

ARCHITECTS

WWW.TERRYR.CUNNINGHAM.COM

1000 N. COOPER ST. SUITE 200 - AUSTIN, TEXAS 78701 - (512) 897-1000

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PROFESSIONAL OFFICES

6513/6515 COLLEYVILLE BLVD.

COLLEYVILLE, TEXAS

REPORT TITLE

ZONING

SITE

PLAN

REVISION

SP1



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 06/16/2015

Number Ordinance O-15-1958

Type Ordinance

Department Police

Title

Approval of the Fiscal Year 2016 (FY 2016) Colleyville Crime Control and Prevention District budget

Strategy Map Connection

C5- Achieve the highest standards of safety & security

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

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

Explanation

First Reading and Public Hearing

In accordance with the Local Government Code, the Colleyville Crime Control and Prevention District (CCCPD) annual budget must be approved by the CCCPD Board at least 100 days before the start of the fiscal year. Not later than the 10th day after the date the budget is adopted, the board shall submit the budget to the governing body of the political subdivision that created the district. In order to comply with this requirement, the City Council will consider and hold a public hearing on the proposed FY 2016 CCCPD budget on June 16, 2015. Second reading of the ordinance and adoption by the City Council is scheduled for July 7, 2015, to comply with the requirement that the governing body approve or reject the budget submitted by the board at least 30 days before the fiscal year begins.

Staff has proposed the following FY 2016 budget for consideration and approval by the CCCPD Board at their June 16, 2015 meeting, and is now seeking City Council approval of the proposed expenditures.

The FY 2016 CCCPD budget was discussed at the June 4, 2015 CCCPD Board budget worksession. At that time, staff presented a complete budget proposal that meets the needs of the Colleyville Police Department and the community. Based on discussion at the worksession and the recommendation of the police department, plans for the purchase of body camera equipment have been postponed until FY 2017. The proposed budget includes administrative and technology expenditures as well as full funding for eight (8) police personnel, four (4) marked police vehicles, one (1) unmarked police vehicle, two (2) motorcycles, roof repairs at the Justice Center, Stinger flashlights, replacement of two (2) radar signs, two (2) handheld laser units, and continuation of the weapons replacement schedule.

Financial Impact

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

Estimated Beginning Fund Balance for FY 2016	\$1,492,472
Revenues:	
½ Cent Sales Tax	\$1,529,802
Interest Income	\$ 1,500
Use of Available Cash	\$ 384,082
TOTAL REVENUES	\$1,915,384
Expenditures:	
Administrative Board/Audit Expenses	\$ 1,850
Police Records Management System Annual Maintenance Contract	\$ 49,500
Regional Recruiting and Hiring Process (PACT Test)	\$ 2,500
Ticket Writer Replacement	\$ 4,700
Crime Reports Analytical Crime Mapping Software	\$ 5,492
NetMotion Wireless Maintenance Agreement	\$ 3,219
L-3 In-Car Video System Server Maintenance	\$ 3,949
Personnel:	
Seven (7) Police Officer Positions	\$ 603,556
Add one (1) Additional Police Officer Position in FY 2016	\$ 72,058
Metroport Teen Court	\$ 33,750
Capital:	
Vehicles: Replacement – Four (4) Patrol vehicles including In-car Video System	\$ 195,000
Replacement - Two (2) Motorcycles	\$ 72,000
Replacement – CID Vehicle	\$ 27,000
Equipment:	
Weapons Replacement	\$ 8,500
Stinger Flashlights	\$ 3,800
Two (2) Handheld Laser Units	\$ 7,000
Two (2) Radar Signs - Replacement	\$ 11,000

Debt Service:	
2006 Series Refunding Debt	\$ 500,242
Transfers:	
Capital Equipment Replacement Fund - In-Car Mobile Digital Computer System	\$ 10,000
TOTAL EXPENDITURES	\$1,715,287
*EXCESS REVENUES OVER EXPENDITURES	\$ 200,097
ENDING FUND BALANCE	\$1,308,487
*Must have a 1.4 times coverage ratio (\$200,097) for debt service payment in FY 2016.	

Recommendation

Approve

Attachments

1. Proposed FY 2016 CCCPD Budget
2. Ordinance O-15-1958

COLLEYVILLE CRIME CONTROL DISTRICT FY 2016 PROPOSED
--

<i>FISCAL YEAR</i>	<i>ADOPTED FY 2015</i>	<i>PROJECTED FY 2015</i>	<i>PROJECTED FY 2016</i>
BEGINNING FUND BALANCE	\$1,256,369	\$1,411,635	\$1,492,472
REVENUES:			
1/2 CENT SALES TAX REVENUE	\$1,413,500	\$1,514,655	\$1,529,802
INTEREST INCOME	\$1,500	\$1,500	\$1,500
USE OF AVAILABLE CASH	\$224,300	\$119,557	\$384,082
TOTAL REVENUES	\$1,639,300	\$1,635,712	\$1,915,384
EXPENDITURES:			
ADMINISTRATIVE BOARD/AUDIT EXPENSES:	\$1,850	\$1,850	\$1,850
POLICE SOFTWARE ANNUAL MAINTENANCE CONTRACT	\$49,500	\$49,500	\$49,500
REGIONAL RECRUITING AND HIRING PROCESS (PACT TEST)	\$2,000	\$2,000	\$2,500
CRIME REPORTS CRIME MAPPING SOFTWARE	\$1,200	\$1,200	\$0
CRIME REPORTS ANALYTICAL CRIME MAPPING SOFTWARE	\$3,588	\$3,588	\$5,492
NETMOTION WIRELESS MAINTENANCE AGREEMENT	\$3,219	\$3,219	\$3,219
L-3 IN-CAR VIDEO SYSTEM SERVER MAINTENANCE	\$3,949	\$3,949	\$3,949
TICKET WRITER REPLACEMENT	\$0	\$0	\$4,700
PERSONNEL:			
POLICE OFFICERS:			
7 OFFICERS	\$589,565	\$585,977	\$603,556
ADDITIONAL OFFICER IN FY 2016	\$0	\$0	\$72,058
TEEN COURT	\$33,750	\$33,750	\$33,750
CAPITAL -			
ROOF REPAIRS & MODIFIED BITUMEN REPLACEMENT	\$0	\$0	\$100,171
VEHICLES:			
REPLACEMENT - PATROL VEHICLE AND EQUIPMENT	\$200,000	\$200,000	\$195,000
REPLACEMENT - MOTORCYCLE (TWO)	\$0	\$0	\$72,000
REPLACEMENT - CID VEHICLE	\$26,000	\$26,000	\$27,000
EQUIPMENT:			
SELF AID TRAUMA KITS	\$2,000	\$2,000	\$0
ANNUAL WEAPONS REPLACEMENT	\$8,500	\$8,500	\$8,500
STINGER FLASHLIGHTS	\$0	\$0	\$3,800
FOUR HANDHELD RADAR UNITS	\$2,800	\$2,800	\$0
TWO HANDHELD LASER UNITS	\$0	\$0	\$7,000
TWO RADAR SIGNS- REPLACEMENT	\$0	\$0	\$11,000
DEBT SERVICE:			
2006 SERIES REFUNDING DEBT	\$500,985	\$500,985	\$500,242
TRANSFERS:			
CAPITAL EQUIPMENT REPLACEMENT FUND - IN-CAR MOBILE DIGITAL COMPUTER SYSTEM	\$10,000	\$10,000	\$10,000
TOTAL EXPENDITURES	<u>\$1,438,906</u>	<u>\$1,435,318</u>	<u>\$1,715,287</u>
EXCESS REVENUES OVER EXPENDITURES ^^	\$200,394	\$200,394	\$200,097
ENDING FUND BALANCE	<u>\$1,232,463</u>	<u>\$1,492,472</u>	<u>\$1,308,487</u>

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

^^ MUST HAVE A 1.4 TIMES COVERAGE RATIO (\$200,097) FOR DEBT SERVICE PAYMENT IN FY 2016

ORDINANCE O-15-1958

AN ORDINANCE ADOPTING AN ANNUAL BUDGET FOR FISCAL YEAR 2016 FOR THE COLLEYVILLE CRIME CONTROL AND PREVENTION DISTRICT, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016, A COPY OF SAME BEING ON FILE IN THE OFFICE OF THE CITY SECRETARY, TO BECOME EFFECTIVE UPON PASSAGE BY THE CITY COUNCIL

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

WHEREAS, on June 16, 2015, the Board of Directors of the Colleyville Crime Control and Prevention District approved the following budget; and

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

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

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

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

Sec. 2. THAT the budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016 for the Colleyville Crime Control and Prevention District, a copy of which is on file in the office of the City Secretary, is hereby made a part of this Ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2015 and ending September 30, 2016 and that the City Manager is authorized to execute all contracts and agreements approved as a part of the budget.

Sec. 3. THAT the budget of the fiscal year beginning October 1, 2015, and ending September 30, 2016, for the Colleyville Crime Control and Prevention District with a sales and use tax rate of .5%, is hereby fixed as follows:

Projected Revenue Received in Fiscal Year 2015	\$ 1,635,712
Projected Cash on Hand as of October 1, 2015	\$ 1,492,472
Revenues	\$ 1,915,384
Expenditures	\$ 1,715,287
Ending Fund Balance at September 30, 2016	\$ 1,308,487

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 16th day of June 2015.

The second reading and public hearing being conducted on the 7st day of July 2015.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C.G. Boyle
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6b

Agenda Date 06/16/2015

Number Ordinance O-15-1959

Type Ordinance

Department City Manager

Title

Approving a negotiated settlement between the Atmos Cities Steering Committee and Atmos Energy Corp., Mid-Tex Division, regarding the Company's 2014 and 2015 Rate Review Mechanism Filings and adopting tariffs that reflect rate adjustments consistent with the negotiated settlement

Strategy Map Connection

C2- Deliver high quality and unique customer service

Explanation

Reading and Public Hearing

The City of Colleyville, along with approximately 164 other cities served by Atmos Energy Mid-Tex Division ("Atmos Mid-Tex" or "Company"), is a member of the Atmos Cities Steering Committee ("ACSC"). The Rate Review Mechanism ("RRM") Tariff was adopted by the City as an alternative to the Gas Reliability Infrastructure Program ("GRIP"), the statutory provision that allows Atmos to bypass the City's rate regulatory authority to increase its rates annually to recover capital investments. In February 2014, Atmos Mid-Tex filed its second annual filing under the RRM Tariff, seeking an increase of \$45.7 million. Although ACSC attempted to reach a settlement with the Company as it had in past years, the wide differences between the Company and ACSC's consultants' recommendations made a compromise impossible. On the recommendation of the ACSC Executive Committee and ACSC's legal counsel, the City in 2014 adopted a Resolution denying the requested rate increase.

The Company appealed the City's denial to the Railroad Commission of Texas ("Commission"), and revised its requested increase to \$43.8 million. A hearing was held on the Company's appeal on September 3, 2014. On April 28, 2015, the Commission's Hearings Examiner issued his Proposal for Decision ("PFD") in the Company's appeal of the City's denial of the 2014 RRM rate increase. This PFD was not favorable to ACSC, but did recommend a reduction of approximately \$860,000 to the Company's adjusted 2014 filing.

While the parties were waiting for the PFD from the Hearings Examiner in the appeal of the 2014 RRM filing, on February 27, 2015, Atmos Mid-Tex filed with the City another rate increase request under the RRM Tariff, seeking additional revenues in the amount of \$28.762 million. The City worked with ACSC to analyze the schedules and evidence offered by Atmos Mid-Tex to support its 2015 request to increase rates. The Ordinance

and attached Settlement Agreement and tariffs are the result of negotiation between the ACSC Executive Committee and the Company to resolve issues raised by ACSC during the review and evaluation of Atmos Mid-Tex's filing. The recommended Settlement Agreement also requires Atmos to abate its appeal of the City's rejection of the 2014 RRM rate increase pending approval by all ACSC cities of the Settlement Agreement. The Agreement requires Atmos to give the City the benefit of the adjustments to the 2014 rate increase recommended by the PFD.

The Ordinance and Settlement tariffs approve rates that will increase the Company's revenues by \$65.7 million for the Mid-Tex Rate Division, effective for bills rendered on or after June 1, 2015. The monthly residential customer charge will be \$18.60. The consumption charge will change from \$0.08819 per Ccf to \$0.09931 per Ccf. The monthly bill impact for the typical residential customer consuming 60 Ccf will be an increase of \$1.14 (about a 1.59% increase in the base bill). The typical commercial customer will see an increase of \$2.69 or 0.96%.

The ACSC Executive Committee and its designated legal counsel and consultants recommend that all Cities adopt the Ordinance approving the negotiated Settlement Agreement resolving both the 2014 and the 2015 RRM filings, and implementing the rate change.

RRM Background:

The RRM tariff was originally approved by ACSC Cities as part of the settlement agreement to resolve the Atmos Mid-Tex 2007 system-wide rate filing at the Railroad Commission. In early 2013, the City adopted a renewed RRM tariff for an additional five years. This is the third RRM filing under the renewed tariff. The RRM tariff and the process implementing that tariff were created collaboratively by ACSC and Atmos Mid-Tex as an alternative to the GRIP surcharge process. The Texas legislature has granted gas utilities the right, through the GRIP process, to an annual increase based on increases in invested capital. ACSC has opposed GRIP because it constitutes piecemeal ratemaking and ignores increases in revenues and declines in O&M expenses that may be associated with plant additions. GRIP also does not allow any review of the reasonableness of Atmos' expenditures and does not allow participation by cities or recovery of cities' rate case expenses. In contrast, the RRM process has allowed for a more comprehensive rate review and annual adjustment as a substitute for GRIP filings. ACSC's consultants have calculated that had Atmos filed its 2015 case under the GRIP provisions, it would have received additional revenues from ratepayers of approximately \$10 million.

Purpose of the Ordinance:

The purpose of the Ordinance is to approve the Settlement Agreement and the resulting rate change under the RRM tariff. As a result of the negotiations, the Executive Committee was able to reduce the Company's requested \$28.8 million rate

increase for Mid-Tex cities to \$21,962,784. When added to the settlement of the 2014 RRM filing and the adjustments recommended by the PFD, the Company will receive total additional annual revenues of \$65.7 million. Because the 2014 rates have been in effect since June 1, 2014, the increase to currently-billed rates is \$21 million. Approval of the Ordinance will result in rates that implement an increase in Atmos Mid-Tex's revenues effective June 1, 2015.

Reasons for approving the Settlement:

1. While the 2015 RRM system-wide filing exceeded \$28 million, a comparable GRIP filing would have been in excess of \$38 million. ACSC has negotiated a reduction to the 2015 filing of approximately \$6 million. Therefore, the 2015 RRM result is approximately \$16 million better for ratepayers.
2. ACSC counsel is convinced that the Proposal for Decision ("PFD") by Railroad Commission Examiners in the 2014 RRM appeal will not improve if we file Exceptions and Replies to Exceptions. Counsel recommends action to avoid the PFD becoming a final order that would serve as precedent in future rate proceedings.
3. The nominal benefit to ratepayers authorized in the PFD to the 2014 appeal has been incorporated into the Settlement Agreement.
4. Atmos will file its formal withdrawal of its 2014 appeal only after all ACSC members approve the Settlement Agreement.
5. The alternative to approval of the Settlement Agreement would be another contested case hearing on appeal of the 2015 filing, implementation of interim rates on June 1, 2015 at the full value of the Company's request (or \$6 million higher than proposed by the Settlement) and continuation of the 2014 appeal with resulting rate case expenses borne by ratepayers.

Financial Impact

The settlement and proposed ordinance approving the negotiated rate changes is expected to increase the average residential customer's bill by approximately \$1.14 per month (about a 1.59% increase in the base bill). The typical commercial customer will see an increase of \$2.69 per month or 0.96%.

Recommendation

Approve

Attachments

1. Ordinance O-15-1959

ORDINANCE O-15-1959

APPROVING A NEGOTIATED SETTLEMENT BETWEEN THE ATMOS CITIES STEERING COMMITTEE AND ATMOS ENERGY CORP., MID-TEX DIVISION REGARDING THE COMPANY'S 2014 AND 2015 RATE REVIEW MECHANISM FILINGS; APPROVING A SETTLEMENT AGREEMENT WITH ATTACHED RATE TARIFFS AND PROOF OF REVENUES; DECLARING EXISTING RATES TO BE UNREASONABLE; ADOPTING TARIFFS THAT REFLECT RATE ADJUSTMENTS CONSISTENT WITH THE NEGOTIATED SETTLEMENT; AND DECLARING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville, Texas ("City") is a gas utility customer of Atmos Energy Corp., Mid-Tex Division ("Atmos Mid-Tex" or "Company"), and a regulatory authority with an interest in the rates and charges of Atmos; and

WHEREAS, the City is a member of the Atmos Cities Steering Committee ("ACSC"), a coalition of similarly-situated cities served by Atmos Mid-Tex ("ACSC Cities") that have joined together to facilitate the review of and response to natural gas issues affecting rates charged in the Atmos Mid-Tex service area; and

WHEREAS, ACSC and the Company worked collaboratively to develop a new Rate Review Mechanism ("RRM") tariff that allows for an expedited rate review process by ACSC Cities as a substitute to the Gas Reliability Infrastructure Program ("GRIP") process instituted by the Legislature, and that will establish rates for the ACSC Cities based on the system-wide cost of serving the Atmos Mid-Tex Division; and

WHEREAS, the initial RRM Tariff was in effect for four (4) years; and

WHEREAS, ACSC Cities and Atmos Mid-Tex entered into another settlement agreement and revised the RRM Tariff; and

WHEREAS, ACSC Cities and Atmos Mid-Tex compromised and reached agreements on the amount of the rate increases to be in effect for the RRM Tariff filings for 2012 and 2013; and

WHEREAS, ACSC Cities and Atmos Mid-Tex were unable to reach an agreement on the 2014 RRM Tariff filing, resulting in the ACSC Cities' rejection of the 2014 RRM filing; and

- WHEREAS,** Atmos Mid-Tex appealed the ACSC Cities' actions rejecting its 2014 RRM filing to the Railroad Commission of Texas ("Commission"), pursuant to the provisions of the RRM Tariff; and
- WHEREAS,** Atmos Mid-Tex and ACSC litigated the appeal of the 2014 RRM filing at the Commission; and
- WHEREAS,** on February 27, 2015, Atmos Mid-Tex filed its 2015 RRM Tariff filing, requesting to increase natural gas base rates system-wide by \$28.762 million; and
- WHEREAS,** ACSC coordinated its review of Atmos Mid-Tex RRM filing through its Executive Committee, assisted by ACSC's attorneys and consultants, to resolve issues identified in the Company's RRM filing; and
- WHEREAS,** Atmos Mid-Tex has agreed to withdraw its appeal of ACSC's rejection of its 2014 RRM Tariff rate increase; and
- WHEREAS,** the Executive Committee, as well as ACSC's counsel and consultants, recommend that ACSC Cities approve the attached Settlement Agreement (Attachment A to this Ordinance) as well as the tariffs attached thereto, resolving both the 2014 and the 2015 RRM Tariff filings, which together will increase the Company's revenues by \$65.7 million over the amount allowed under City-approved rates set in 2013; and
- WHEREAS,** the attached tariffs implementing new rates are consistent with the negotiated Settlement Agreement and are just, reasonable, and in the public interest; and
- WHEREAS,** the RRM Tariff should be renewed for a period of time commencing in 2016 and continuing until the RRM Tariff is suspended by ordinance of the City; and
- WHEREAS,** the RRM Tariff contemplates reimbursement of ACSC's reasonable expenses associated with RRM applications.

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

- Sec. 1. THAT the findings set forth in this Ordinance are hereby in all things approved.
- Sec. 2. THAT the City Council finds that the Settlement Agreement (Attachment A) represents a comprehensive settlement of gas utility rate issues affecting the rates, operations, and services offered by Atmos Mid-Tex within the municipal limits arising from Atmos Mid-Tex's 2014 and 2015 RRM filings, is in the public interest, and is consistent with the City's authority under Section 103.001 of the Texas Utilities Code.
- Sec. 3. THAT the existing rates for natural gas service provided by Atmos Mid-Tex are unreasonable. The new tariffs attached hereto and incorporated herein as Attachment C, are just and reasonable, and are designed to allow Atmos Mid-Tex to recover annually an additional \$65.7 million in revenue over the amount allowed under currently approved rates, or \$21 million over currently-billed rates, as shown in the Proof of Revenues attached hereto and incorporated herein as Attachment B; such tariffs are hereby adopted.
- Sec. 4. THAT the ratemaking treatment for pensions and other post-employment benefits in Atmos' next RRM filing shall be as set forth on Attachment D, attached hereto and incorporated herein.
- Sec. 5. THAT in an effort to streamline the regulatory review process, the Atmos Mid-Tex RRM Tariff is renewed for a period commencing with the Company's March 1, 2016 RRM filing for calendar year 2015, effective June 1, 2016, and continuing thereafter until such time as the City adopts an ordinance suspending operation of the RRM Tariff.
- Sec. 6. THAT Atmos Mid-Tex shall reimburse the reasonable ratemaking expenses of the ACSC in processing the Company's RRM application.

- Sec. 7. THAT to the extent any resolution or ordinance previously adopted by the City Council is inconsistent with this Ordinance, it is hereby repealed.
- Sec. 8. THAT the meeting at which this Ordinance was approved was in all things conducted in strict compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.
- Sec. 9. THAT if any one or more sections or clauses of this Ordinance is adjudged to be unconstitutional or invalid, such judgment shall not affect, impair, or invalidate the remaining provisions of this Ordinance and the remaining provisions of the Ordinance shall be interpreted as if the offending section or clause never existed.
- Sec. 10. THAT consistent with the City Ordinance that established the RRM process, this Ordinance shall become effective from and after its passage with rates authorized by attached tariffs to be effective for bills rendered on or after June 1, 2015.
- Sec. 11. THAT a copy of this Ordinance shall be sent to Atmos Mid-Tex, care of Chris Felan, Vice President of Rates and Regulatory Affairs Mid-Tex Division, Atmos Energy Corporation, 5420 LJB Freeway, Suite 1862, Dallas, Texas 75240, and to Geoffrey Gay, General Counsel to ACSC, at Lloyd Gosselink Rochelle & Townsend, P.C., 816 Congress Avenue, Suite 1900, Austin, Texas 78701.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 16th day of June 2015.

The second reading and public hearing being conducted on the 7th day of July 2015.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

**SETTLEMENT AGREEMENT BETWEEN ATMOS ENERGY CORP., MID-TEX
DIVISION AND ATMOS CITIES STEERING COMMITTEE**

WHEREAS, this agreement (“Settlement Agreement”) is entered into by Atmos Energy Corp’s Mid-Tex Division and Atmos Cities Steering Committee (“ACSC”) whose members include the Cities of Abilene, Addison, Allen, Alvarado, Angus, Anna, Argyle, Arlington, Aubrey, Bedford, Bellmead, Benbrook, Beverly Hills, Blossom, Blue Ridge, Bowie, Boyd, Bridgeport, Brownwood, Buffalo, Burkburnett, Burleson, Caddo Mills, Canton, Carrollton, Cedar Hill, Celeste, Celina, Centerville, Cisco, Clarksville, Cleburne, Clyde, College Station, Colleyville, Colorado City, Comanche, Commerce, Coolidge, Coppell, Copperas Cove, Corinth, Corral City, Crandall, Crowley, Dalworthington Gardens, Denison, DeSoto, Duncanville, Eastland, Edgecliff Village, Emory, Ennis, Euless, Everman, Fairview, Farmers Branch, Farmersville, Fate, Flower Mound, Forest Hill, Fort Worth, Frisco, Frost, Gainesville, Garland, Garrett, Grand Prairie, Grapevine, Gunter, Haltom City, Harker Heights, Haskell, Haslet, Hewitt, Highland Park, Highland Village, Honey Grove, Hurst, Hutto, Iowa Park, Irving, Justin, Kaufman, Keene, Keller, Kemp, Kennedale, Kerens, Kerrville, Killeen, Krum, Lake Worth, Lakeside, Lancaster, Lewisville, Lincoln Park, Little Elm, Lorena, Madisonville, Malakoff, Mansfield, McKinney, Melissa, Mesquite, Midlothian, Murphy, Newark, Nocona, North Richland Hills, Northlake, Oakleaf, Ovilla, Palestine, Pantego, Paris, Parker, Pecan Hill, Petrolia, Plano, Ponder, Pottsboro, Prosper, Quitman, Red Oak, Reno (Parker County), Richardson, Richland, Richland Hills, Roanoke, Robinson, Rockwall, Roscoe, Rowlett, Royse City, Sachse, Saginaw, Sansom Park, Seagoville, Sherman, Snyder, Southlake, Springtown, Stamford, Stephenville, Sulphur Springs, Sweetwater, Temple, Terrell, The Colony, Trophy Club, Tyler, University Park, Venus, Vernon, Waco, Watauga, Waxahachie, Westlake, White Settlement, Whitesboro, Wichita Falls, Woodway, and Wylie.

WHEREAS, on February 28, 2014, Atmos filed with the ACSC Cities an application, hereinafter referred to as the 2014 RRM filing, to adjust rates pursuant to Rider RRM - Rate Review Mechanism, which were subsequently consolidated into GUD No. 10359 at the Railroad Commission of Texas; and

WHEREAS, on February 27, 2015, Atmos filed with the ACSC Cities an application, hereinafter referred to as the 2015 RRM filing, to adjust rates pursuant to Rider RRM - Rate Review Mechanism; and

WHEREAS, the Settlement Agreement resolves all issues between Atmos and ACSC (“the Signatories”) regarding the 2014 RRM filing, which is currently pending before the Commission, and the 2015 RRM filing, which is currently pending before the ACSC Cities, in a manner that the Signatories believe is consistent with the public interest, and the Signatories represent diverse interests; and

WHEREAS, the Signatories believe that the resolution of the issues raised in the 2014 RRM filing and the 2015 RRM filing can best be accomplished by each ACSC City approving this Settlement Agreement and the rates, terms and conditions reflected in the tariffs attached to this Settlement Agreement as Exhibit A;

NOW, THEREFORE, in consideration of the mutual agreements and covenants established herein, the Signatories, through their undersigned representatives, agree to the

following Settlement Terms as a means of fully resolving all issues between Atmos and the ACSC Cities involving the 2014 RRM filing and 2015 RRM filing:

Settlement Terms

1. Upon the execution of this Settlement Agreement, the ACSC Cities will approve an ordinance or resolution to approve the Settlement Agreement and implement the rates, terms and conditions reflected in the tariffs attached to the Settlement Agreement as Exhibit A. (Attachment A to the Ordinance ratifying the Agreement). Said tariffs should allow Atmos to recover annually an additional \$65.7 million in revenue over the amount allowed under currently approved rates by implementation of rates shown in the proof of revenues attached as Exhibit B. (Attachment B to the Ordinance ratifying this Agreement). The uniform implementation of gas rates, terms and conditions established by the Settlement Agreement shall be effective for bills rendered on or after June 1, 2015. Consistent with the City's authority under Section 103.001 of the Texas Utilities Code, the Settlement Agreement represents a comprehensive settlement of gas utility rate issues affecting the rates, operations and services offered by Atmos within the municipal limits of the ACSC Cities arising from Atmos' 2014 RRM filing and 2015 RRM filing. No refunds of charges billed to customers by Atmos under the RRM in past periods shall be owed or owing.
2. In an effort to streamline the regulatory review process, Atmos and the ACSC Cities have agreed to renew the Rate Review Mechanism ("Rider RRM") for a period commencing with the Company's March 1, 2016 filing under this mechanism for the calendar year 2015, effective June 1, 2016, and continuing thereafter until such time as either the ACSC Cities issue an ordinance stating a desire to discontinue the operation of the tariff or Atmos files a Statement of Intent. Atmos and the ACSC Cities further agree that the RRM tariff shall remain in effect until such time as new, final rates are established for Atmos. Upon approval of this Settlement Agreement by the ACSC Cities, Atmos shall file an updated RRM Tariff with each city reflecting the provisions of this agreement.
3. Atmos and the ACSC Cities agree that rate base as of December 31, 2014 in the amount of \$1,955,948,256 is just and reasonable and shall be recovered in rates.
4. Atmos and the ACSC Cities agree that a pension and other postemployment benefits balance as of December 31, 2014 in the amount of \$18,284,949 is just and reasonable and shall be used as the beginning balance for purposes of determining pension and other postemployment benefits to be recovered in the next RRM filing (Attachment D to the Ordinance ratifying the Agreement).
5. With regard to the treatment of Atmos' Rule 8.209 regulatory asset under the RRM, Atmos and the ACSC Cities agree to the following with respect to any pending and future RRM filings:
 - a. the capital investment in the Rule 8.209 regulatory asset in the 2014 RRM filing and 2015 RRM filing is reasonable and consistent with the requirements of Rule 8.209;

- b. the classification of projects included in the Rule 8.209 regulatory asset in the 2014 RRM filing and 2015 RRM filing is reasonable and consistent with the requirements of Rule 8.209 and shall serve as a basis for classification of projects in future RRM filings;
 - c. the treatment of blanket replacement projects, system upgrades, relocations, and transmission line replacements in the Rule 8.209 regulatory asset in the 2014 RRM filing and 2015 RRM filing is reasonable and consistent with the requirements of Rule 8.209 and shall be included in future RRM filings.
 - d. the incurred expenses included in the Rule 8.209 regulatory asset in the 2014 RRM and the 2015 RRM are reasonable and consistent with the requirements of Rule 8.209 and shall be included in future RRM filings;
 - e. interest on the Rule 8.209 regulatory asset account shall be calculated using the pre-tax cost of capital most recently approved by the Commission. The use of the pre-tax cost of capital is consistent with Rule 8.209. A return on Rule 8.209 capital investment is only earned once the investment is included in rate base. No change in the Company's calculation of the interest component in its Rule 8.209 regulatory asset accounts is warranted through the period ended May 31, 2015. Beginning June 1, 2015, interest expense shall be calculated monthly using simple interest (*i.e.* 11.49% divided by 12, or approximately 0.96% per month) applied to the total value of the Rule 8.209 asset investment (exclusive of interest) until such time the Rule 8.209 regulatory asset is approved for inclusion in the Company's rate base.
 - f. While Atmos and the ACSC Cities agree to apply the treatments and methodologies set forth in this paragraph, subsections (a) – (e) in all future RRM filings, the regulatory authority retains its right to disallow any capital investment that is not shown to be prudently incurred, and any expense not shown to be reasonable and necessary, in future RRM filings.
 - g. Atmos and the ACSC Cities acknowledge that their agreement regarding the treatment and methodologies applicable to Rule 8.209 capital investments under the RRM tariff shall not prejudice the right of either party to argue for different treatments or methodologies in a future statement of intent proceeding.
6. Revenues approved pursuant to Paragraph 1 of the Settlement Agreement include reimbursement of rate case expenses owed to the ACSC Cities in connection with the 2014 RRM filing.
7. The Signatories agree that each ACSC city shall approve this Settlement Agreement and adopt an ordinance or resolution to implement for the ACSC Cities the rates, terms, and conditions reflected in the tariffs attached to the Settlement Agreement as Exhibit A. Atmos and ACSC further agree that at such time as all of the ACSC Cities have passed an ordinance or resolution consistent with the Settlement and Atmos has received such ordinance or resolution, Atmos shall withdraw its appeal of the currently pending RRM filing before the Railroad Commission of Texas in connection with the 2014 RRM filing.

8. Atmos and the ACSC Cities further agree that the express terms of the Rider RRM are supplemental to the filing, notice, regulatory review, or appellate procedural process of the ratemaking provisions of Chapter 104 of the Texas Utilities Code. If the statute requires a mandatory action on behalf of the municipal regulatory authority or Atmos, the parties will follow the provisions of such statute. If the statute allows discretion on behalf of the municipal regulatory authority, the ACSC Cities agree that they shall exercise such discretion in such a way as to implement the provisions of the RRM tariff. If Atmos appeals an action or inaction of an ACSC City regarding an RRM filing to the Railroad Commission, the ACSC Cities agree that they will not oppose the implementation of interim rates or advocate the imposition of a bond by Atmos consistent with the RRM tariff. Atmos agrees that it will make no filings on behalf of its Mid-Tex Division under the provisions of Section 104.301 of the Texas Utilities Code while the Rider RRM is in place. In the event that a regulatory authority fails to act or enters an adverse decision regarding the proposed annual RRM adjustment, the Railroad Commission of Texas shall have exclusive appellate jurisdiction, pursuant to the provisions of the Texas Utilities Code, to review the action or inaction of the regulatory authority exercising exclusive original jurisdiction over the RRM request. In addition, the Signatories agree that this Settlement Agreement shall not be construed as a waiver of the ACSC Cities' right to initiate a show cause proceeding or the Company's right to file a Statement of Intent under the provisions of the Texas Utilities Code.
9. The Signatories agree that the terms of the Settlement Agreement are interdependent and indivisible, and that if any ACSC city enters an order that is inconsistent with this Settlement Agreement, then any Signatory may withdraw without being deemed to have waived any procedural right or to have taken any substantive position on any fact or issue by virtue of that Signatory's entry into the Settlement Agreement or its subsequent withdrawal. If any ACSC city rejects this Settlement Agreement, then this Settlement Agreement shall be void *ab initio* and counsel for the ACSC Cities shall thereafter only take such actions as are in accordance with the Texas Disciplinary Rules of Professional Conduct.
10. The Signatories agree that all negotiations, discussions and conferences related to the Settlement Agreement are privileged, inadmissible, and not relevant to prove any issues associated with Atmos' 2014 RRM filing and 2015 RRM filing.
11. The Signatories agree that neither this Settlement Agreement nor any oral or written statements made during the course of settlement negotiations may be used for any purpose other than as necessary to support the entry by the ACSC Cities of an ordinance or resolution implementing this Settlement Agreement.
12. The Signatories agree that this Settlement Agreement is binding on each Signatory only for the purpose of settling the issues set forth herein and for no other purposes, and, except to the extent the Settlement Agreement governs a Signatory's rights and obligations for future periods, this Settlement Agreement shall not be binding or precedential upon a Signatory outside this proceeding.

13. The Signatories agree that this Settlement Agreement may be executed in multiple counterparts and may be filed with facsimile signatures.

Agreed to this 7 day of May, 2015.

ATMOS ENERGY CORP., MID-TEX DIVISION

By:

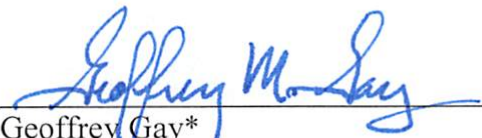
A handwritten signature in cursive script that reads "John A. Paris". The signature is written in dark ink and is positioned above a horizontal line.

John A. Paris

President, Mid-Tex Division

Agreed to this 7th day of May 2015.

ATTORNEY FOR ATMOS CITIES STEERING COMMITTEE, WHOSE MEMBERS INCLUDE THE CITIES OF ABILENE, ADDISON, ALLEN, ALVARADO, ANGUS, ANNA, ARGYLE, ARLINGTON, AUBREY, BEDFORD, BELLMEAD, BENBROOK, BEVERLY HILLS, BLOSSOM, BLUE RIDGE, BOWIE, BOYD, BRIDGEPORT, BROWNWOOD, BUFFALO, BURKBURNETT, BURLESON, CADDO MILLS, CANTON, CARROLLTON, CEDAR HILL, CELESTE, CELINA, CENTERVILLE, CISCO, CLARKSVILLE, CLEBURNE, CLYDE, COLLEGE STATION, COLLEYVILLE, COLORADO CITY, COMANCHE, COMMERCE, COOLIDGE, COPPELL, COPPERAS COVE, CORINTH, CORRAL CITY, CRANDALL, CROWLEY, DALWORTHINGTON GARDENS, DENISON, DESOTO, DUNCANVILLE, EASTLAND, EDGECLIFF VILLAGE, EMORY, ENNIS, EULESS, EVERMAN, FAIRVIEW, FARMERS BRANCH, FARMERSVILLE, FATE, FLOWER MOUND, FOREST HILL, FORT WORTH, FRISCO, FROST, GAINESVILLE, GARLAND, GARRETT, GRAND PRAIRIE, GRAPEVINE, GUNTER, HALTOM CITY, HARKER HEIGHTS, HASKELL, HASLET, HEWITT, HIGHLAND PARK, HIGHLAND VILLAGE, HONEY GROVE, HURST, HUTTO, IOWA PARK, IRVING, JUSTIN, KAUFMAN, KEENE, KELLER, KEMP, KENNEDALE, KERENS, KERRVILLE, KILLEEN, KRUM, LAKE WORTH, LAKESIDE, LANCASTER, LEWISVILLE, LINCOLN PARK, LITTLE ELM, LORENA, MADISONVILLE, MALAKOFF, MANSFIELD, MCKINNEY, MELISSA, MESQUITE, MIDLOTHIAN, MURPHY, NEWARK, NOCONA, NORTH RICHLAND HILLS, NORTHLAKE, OAKLEAF, OVILLA, PALESTINE, PANTEGO, PARIS, PARKER, PECAN HILL, PETROLIA, PLANO, PONDER, POTTSBORO, PROSPER, QUITMAN, RED OAK, RENO (PARKER COUNTY), RICHARDSON, RICHLAND, RICHLAND HILLS, ROANOKE, ROBINSON, ROCKWALL, ROSCOE, ROWLETT, ROYSE CITY, SACHSE, SAGINAW, SANSOM PARK, SEAGOVILLE, SHERMAN, SNYDER, SOUTHLAKE, SPRINGTOWN, STAMFORD, STEPHENVILLE, SULPHUR SPRINGS, SWEETWATER, TEMPLE, TERRELL, THE COLONY, TROPHY CLUB, TYLER, UNIVERSITY PARK, VENUS, VERNON, WACO, WATAUGA, WAXAHACHIE, WESTLAKE, WHITE SETTLEMENT, WHITESBORO, WICHITA FALLS, WOODWAY, AND WYLIE.

By: 
Geoffrey Gay*

* Subject to approval by ACSC City Councils

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 40.00 per month
Rider CEE Surcharge	\$ 0.00 per month ¹
Total Customer Charge	\$ 40.00 per month
Commodity Charge – All Ccf	\$ 0.08020 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹ Reference Rider CEE - Conservation And Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2014.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 3,500 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 3,500 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 700.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.2937 per MMBtu
Next 3,500 MMBtu	\$ 0.2151 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0461 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 18.60 per month
Rider CEE Surcharge	\$ 0.02 per month ¹
Total Customer Charge	\$ 18.62 per month
Commodity Charge – All <u>Ccf</u>	\$0.09931 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation And Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2014.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RRC Tariff No:

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 700.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.2937 per MMBtu
Next 3,500 MMBtu	\$ 0.2151 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0461 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION****RRC Tariff No:**

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2015	PAGE:

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

- i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification
- $WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf
- R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.
- HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class
- NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.
- ADD = billing cycle actual heating degree days.
- BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the j th customer in i th rate schedule is computed as:

$$WNA_j = WNAF_i \times q_{ij}$$

Where q_{ij} is the relevant sales quantity for the j th customer in i th rate schedule.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2015	PAGE:

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	10.22	0.1404	98.80	0.6372
Austin	11.59	0.1443	213.62	0.7922
Dallas	14.12	0.2000	208.11	0.9085
Waco	9.74	0.1387	130.27	0.6351
Wichita Falls	11.79	0.1476	122.35	0.5772

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at atmosenergy.com/mtx-wna, in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and a Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

ATMOS ENERGY CORP., MID-TEX DIVISION
PROOF OF REVENUES AND PROPOSED TARIFF STRUCTURE
TEST YEAR ENDING DECEMBER 31, 2014

(a)	(b)	(c)	(d)	(e)	(f)	(g)
1	Proposed Change In Rates:	\$21,066,527	Schedule A			
2	Proposed Change In Rates without Revenue Related Taxes:	\$19,757,254	Ln 1 divided by factor on WP_F-5.1			
3						
4						
5						
6	Revenue	Allocations				
7	Residential	\$ 338,431,486	77.95%	Per GUD 10170 Final Order		
8	Commercial	\$ 84,223,622	19.40%	Per GUD 10170 Final Order		
9	Industrial and Transportation	\$ 11,490,316	2.65%	Per GUD 10170 Final Order		
10	Net Revenue Requirements GUD No. 10170	\$ 434,145,424				
11						
12						
17						
18	Rate Class	Current	Proposed Change	Proposed Rates	Proposed Change In Revenues	Proposed Rates with Rate Case Expenses
19						
20	Residential Base Charge	\$ 18.20	\$ 0.36	\$ 18.56	\$ 6,351,350	\$ 327,447,398
21	Residential Consumption Charge	\$ 0.08819	\$ 0.01112	\$ 0.09931	\$ 9,049,383	\$ 80,817,829
22	Commercial Base Charge	\$ 38.50	\$ 1.37	\$ 39.87	\$ 2,000,584	\$ 58,221,364
23	Commercial Consumption Charge	\$ 0.07681	\$ 0.00339	\$ 0.08020	\$ 1,834,968	\$ 43,411,339
24	I&T Base Charge	\$ 675.00	\$ 22.35	\$ 697.35	\$ 220,192	\$ 6,870,292
25	I&T Consumption Charge Tier 1 MMBTU	\$ 0.2807	\$ 0.0130	\$ 0.2937	\$ 142,055	\$ 3,209,350
26	I&T Consumption Charge Tier 2 MMBTU	\$ 0.2056	\$ 0.0095	\$ 0.2151	\$ 117,051	\$ 2,650,282
27	I&T Consumption Charge Tier 3 MMBTU	\$ 0.0441	\$ 0.0020	\$ 0.0461	\$ 42,703	\$ 984,314
28						
29						
					\$ 19,758,287	\$ 523,612,169

Data Sources:
GUD10170_FINAL.xlsm

RATE SCHEDULE:	C – COMMERCIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable to Commercial Customers for all natural gas provided at one Point of Delivery and measured through one meter and to Industrial Customers with an average annual usage of less than 30,000 Ccf.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 40.00 per month
Rider CEE Surcharge	\$ 0.00 per month ¹
Total Customer Charge	\$ 40.00 per month
Commodity Charge – All Ccf	\$ 0.08020 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹ Reference Rider CEE - Conservation And Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2014.

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable to Industrial Customers with a maximum daily usage (MDU) of less than 3,500 MMBtu per day for all natural gas provided at one Point of Delivery and measured through one meter. Service for Industrial Customers with an MDU equal to or greater than 3,500 MMBtu per day will be provided at Company's sole option and will require special contract arrangements between Company and Customer.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and MMBtu charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 700.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.2937 per MMBtu
Next 3,500 MMBtu	\$ 0.2151 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0461 per MMBtu

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

RATE SCHEDULE:	I – INDUSTRIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate I, Customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

RATE SCHEDULE:	R – RESIDENTIAL SALES	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable to Residential Customers for all natural gas provided at one Point of Delivery and measured through one meter.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's monthly bill will be calculated by adding the following Customer and Ccf charges to the amounts due under the riders listed below:

Charge	Amount
Customer Charge per Bill	\$ 18.60 per month
Rider CEE Surcharge	\$ 0.02 per month ¹
Total Customer Charge	\$ 18.62 per month
Commodity Charge – All <u>Ccf</u>	\$0.09931 per Ccf

Gas Cost Recovery: Plus an amount for gas costs and upstream transportation costs calculated in accordance with Part (a) and Part (b), respectively, of Rider GCR.

Weather Normalization Adjustment: Plus or Minus an amount for weather normalization calculated in accordance with Rider WNA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Agreement

An Agreement for Gas Service may be required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

¹Reference Rider CEE - Conservation And Energy Efficiency as approved in GUD 10170. Surcharge billing effective July 1, 2014.

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Application

Applicable, in the event that Company has entered into a Transportation Agreement, to a customer directly connected to the Atmos Energy Corp., Mid-Tex Division Distribution System (Customer) for the transportation of all natural gas supplied by Customer or Customer's agent at one Point of Delivery for use in Customer's facility.

Type of Service

Where service of the type desired by Customer is not already available at the Point of Delivery, additional charges and special contract arrangements between Company and Customer may be required prior to service being furnished.

Monthly Rate

Customer's bill will be calculated by adding the following Customer and MMBtu charges to the amounts and quantities due under the riders listed below:

Charge	Amount
Customer Charge per Meter	\$ 700.00 per month
First 0 MMBtu to 1,500 MMBtu	\$ 0.2937 per MMBtu
Next 3,500 MMBtu	\$ 0.2151 per MMBtu
All MMBtu over 5,000 MMBtu	\$ 0.0461 per MMBtu

Upstream Transportation Cost Recovery: Plus an amount for upstream transportation costs in accordance with Part (b) of Rider GCR.

Retention Adjustment: Plus a quantity of gas as calculated in accordance with Rider RA.

Franchise Fee Adjustment: Plus an amount for franchise fees calculated in accordance with Rider FF. Rider FF is only applicable to customers inside the corporate limits of any incorporated municipality.

Tax Adjustment: Plus an amount for tax calculated in accordance with Rider TAX.

Surcharges: Plus an amount for surcharges calculated in accordance with the applicable rider(s).

Imbalance Fees

All fees charged to Customer under this Rate Schedule will be charged based on the quantities determined under the applicable Transportation Agreement and quantities will not be aggregated for any Customer with multiple Transportation Agreements for the purposes of such fees.

Monthly Imbalance Fees

Customer shall pay Company the greater of (i) \$0.10 per MMBtu, or (ii) 150% of the difference per MMBtu between the highest and lowest "midpoint" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" during such month, for the MMBtu of Customer's monthly Cumulative Imbalance, as defined in the applicable Transportation Agreement, at the end of each month that exceeds 10% of Customer's receipt quantities for the month.

RATE SCHEDULE:	T – TRANSPORTATION	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 06/01/2015	PAGE:

Curtailment Overpull Fee

Upon notification by Company of an event of curtailment or interruption of Customer's deliveries, Customer will, for each MMBtu delivered in excess of the stated level of curtailment or interruption, pay Company 200% of the midpoint price for the Katy point listed in *Platts Gas Daily* published for the applicable Gas Day in the table entitled "Daily Price Survey."

Replacement Index

In the event the "midpoint" or "common" price for the Katy point listed in *Platts Gas Daily* in the table entitled "Daily Price Survey" is no longer published, Company will calculate the applicable imbalance fees utilizing a daily price index recognized as authoritative by the natural gas industry and most closely approximating the applicable index.

Agreement

A transportation agreement is required.

Notice

Service hereunder and the rates for services provided are subject to the orders of regulatory bodies having jurisdiction and to the Company's Tariff for Gas Service.

Special Conditions

In order to receive service under Rate T, customer must have the type of meter required by Company. Customer must pay Company all costs associated with the acquisition and installation of the meter.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2015	PAGE:

Provisions for Adjustment

The Commodity Charge per Ccf (100 cubic feet) for gas service set forth in any Rate Schedules utilized by the cities of the Mid-Tex Division service area for determining normalized winter period revenues shall be adjusted by an amount hereinafter described, which amount is referred to as the "Weather Normalization Adjustment." The Weather Normalization Adjustment shall apply to all temperature sensitive residential and commercial bills based on meters read during the revenue months of November through April. The five regional weather stations are Abilene, Austin, Dallas, Waco, and Wichita Falls.

Computation of Weather Normalization Adjustment

The Weather Normalization Adjustment Factor shall be computed to the nearest one-hundredth cent per Ccf by the following formula:

$$WNAF_i = R_i \frac{(HSF_i \times (NDD-ADD))}{(BL_i + (HSF_i \times ADD))}$$

Where

- i = any particular Rate Schedule or billing classification within any such particular Rate Schedule that contains more than one billing classification
- $WNAF_i$ = Weather Normalization Adjustment Factor for the i^{th} rate schedule or classification expressed in cents per Ccf
- R_i = Commodity Charge rate of temperature sensitive sales for the i^{th} schedule or classification.
- HSF_i = heat sensitive factor for the i^{th} schedule or classification divided by the average bill count in that class
- NDD = billing cycle normal heating degree days calculated as the simple ten-year average of actual heating degree days.
- ADD = billing cycle actual heating degree days.
- BL_i = base load sales for the i^{th} schedule or classification divided by the average bill count in that class

The Weather Normalization Adjustment for the j th customer in i th rate schedule is computed as:

$$WNA_j = WNAF_i \times q_{ij}$$

Where q_{ij} is the relevant sales quantity for the j th customer in i th rate schedule.

**MID-TEX DIVISION
ATMOS ENERGY CORPORATION**

RIDER:	WNA – WEATHER NORMALIZATION ADJUSTMENT	
APPLICABLE TO:	ALL CUSTOMERS IN THE MID-TEX DIVISION EXCEPT THE CITY OF DALLAS AND UNINCORPORATED AREAS	
EFFECTIVE DATE:	Bills Rendered on or after 11/01/2015	PAGE:

Base Use/Heat Use Factors

Weather Station	<u>Residential</u>		<u>Commercial</u>	
	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>	Base use <u>Ccf</u>	Heat use <u>Ccf/HDD</u>
Abilene	10.22	0.1404	98.80	0.6372
Austin	11.59	0.1443	213.62	0.7922
Dallas	14.12	0.2000	208.11	0.9085
Waco	9.74	0.1387	130.27	0.6351
Wichita Falls	11.79	0.1476	122.35	0.5772

Weather Normalization Adjustment (WNA) Report

On or before June 1 of each year, the company posts on its website at atmosenergy.com/mtx-wna, in Excel format, a *Weather Normalization Adjustment (WNA) Report* to show how the company calculated its WNAs factor during the preceding winter season. Additionally, on or before June 1 of each year, the company files one hard copy and a Excel version of the *WNA Report* with the Railroad Commission of Texas' Gas Services Division, addressed to the Director of that Division.

ATMOS ENERGY CORP., MID-TEX DIVISION
PENSIONS AND RETIREE MEDICAL BENEFITS FOR CITIES APPROVAL
TEST YEAR ENDING DECEMBER 31, 2014

Line No.	Description (a)	Shared Services (b)		Mid-Tex Direct (e)		Adjustment Total (g)
		Pension Account Plan ("PAP")	Post-Retirement Medical Plan ("FAS 106") (c)	Pension Account Plan ("PAP") (d)	Supplemental Executive Benefit Plan ("SERP") (f)	
1	Fiscal Year 2014 Towers Watson Report (excluding Removed Cost Centers)	\$ 6,388,826	\$ 4,542,023	\$ 9,481,670	\$ 165,758	\$ 8,736,645
2	Allocation to Mid-Tex	46.26%	46.26%	71.70%	100.00%	71.70%
3	FY14 Towers Watson Benefit Costs (excluding Removed Cost Centers) Allocated to MTX (Ln 1 x Ln 2)	\$ 2,955,304	\$ 2,101,021	\$ 6,798,531	\$ 165,758	\$ 6,264,334
4	O&M and Capital Allocation Factor	100.00%	100.00%	100.00%	100.00%	100.00%
5	FY14 Towers Watson Benefit Costs To Approve (excluding Removed Cost Centers) (Ln 3 x Ln 4)	\$ 2,955,304	\$ 2,101,021	\$ 6,798,531	\$ 165,758	\$ 6,264,334
6						\$ 18,284,949
7						
8	Summary of Costs to Approve:					
9						
10	Total Pension Account Plan ("PAP")	\$ 2,955,304	\$ 2,101,021	\$ 6,798,531		\$ 9,753,835
11	Total Post-Retirement Medical Plan ("FAS 106")				\$ 6,264,334	\$ 8,365,356
12	Total Supplemental Executive Retirement Plan ("SERP")				165,758	165,758
13	Total (Ln 10 + Ln 11 + Ln 12)	\$ 2,955,304	\$ 2,101,021	\$ 6,798,531	\$ 165,758	\$ 18,284,949
14						
15						
16	O&M Expense Factor	95.82%	95.82%	43.03%	21.00%	43.03%
17						
18	Expense Portion (Ln 13 x Ln 16)	\$ 2,831,859	\$ 2,013,260	\$ 2,925,600	\$ 34,809	\$ 2,695,721
19						
20	Capital Factor	4.18%	4.18%	56.97%	79.00%	56.97%
21						
22	Capital Portion (Ln 13 x Ln 20)	\$ 123,445	\$ 87,761	\$ 3,872,930	\$ 130,949	\$ 3,568,614
23						
24	Total (Ln 18 + Ln 22)	\$ 2,955,304	\$ 2,101,021	\$ 6,798,531	\$ 165,758	\$ 6,264,334
						\$ 18,284,949



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6c

Agenda Date 06/16/2015

Number Ordinance O-15-1960

Type Ordinance

Department Public Works

Title

An ordinance amending sections 3A and 3B of the water and sewer policy and procedure manual of the City of Colleyville by phasing out the water and sewerage usage included in the base rate over a four year period; basing the minimum monthly use charge for water on water meter size, and increasing the minimum base rate for sewerage for non-residential customers by \$6.00 per month over a three year period, and providing an effective date

Strategy Map Connection

C5- Achieve the highest standards of safety & security

F2- Invest to provide and maintain high quality public assets

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

Explanation

First Reading and Public Hearing

At the January 21, 2014 Pre Council meeting, staff made a presentation to City Council explaining the need for a Comprehensive Water and Sewer Master Plan to determine the condition and adequacy of the City's existing water and wastewater systems. As part of the Master Plan Update, a rate study was conducted to determine how much of the fixed costs of operating the utility were being recovered in the base rate, and to recommend potential adjustments to the current rate structure to ensure fixed operating costs were being recovered in the base rate; and to provide some funding for the capital projects identified in the Master Plan update, which total \$55 million over the next 20 years. City Council formally adopted the Water and Wastewater Master Plan on March 17, 2015, by attached Resolution R-15-3859. In doing so, the capital projects identified in the Master Plan will be included in future Capital Improvement Programs. Identified projects include:

1. Upsizing water lines in various locations throughout the City
2. Replacing water and sewer lines that are showing signs of excessive wear due
3. Renewing and/or replacing sewer manholes that are in poor condition
4. Demolishing the Overland Trail storage tank and pump station
5. Adding or replacing pressure regulating and flow control valves to facilitate transfer

of water between the high and low pressure planes

6. Construction of a new elevated storage tank in the southwest part of the City to ensure adequate pressure and fire flow

7. Installing new water lines to complete loops in order to provide redundancy

On December 16, 2014, the results of the Water and Sewer Master Plan and Rate Study were presented (briefing and presentation attached as Exhibit B) to the City Council during the Pre Council meeting. The initial rate study proposed the following adjustments to the water and wastewater rate structure, to ensure that fixed costs of operating the utility were being recovered in the base rate, and to provide funding for necessary capital improvements as highlighted above:

1. Removal of the initial 2,000 gallons included in the minimum bill

2. Revision of the base rate structure based on meter size

3. Differentiation of the base charge for sewer for residential and non-residential accounts

At the December 16, 2014 meeting, City Council identified several issues that required clarification or additional information, and a follow up discussion was held on February 17, 2015 (see attached Exhibit C). Based on questions and direction from City Council at the December 16, 2014 Pre Council meeting, the requested changes were made to the proposed modifications to the water and sewer rate structure and include:

1. The removal of the 2,000 gallons included in the minimum bill has been changed to occur over a four year period at the rate of 500 gallons each year for four years beginning in 2016;

2. Charging a higher monthly base rate for water meters 1.5" and above than for meters less than 1.5" and charge all water meters less than 1.5 inches in size, both residential and commercial, the same base rate;

3. Except as noted above, non-residential customers will be charged a base rate of \$6.00 per month higher for sewer than residential customers.

At the June 2, 2015, Pre Council meeting, the above modifications were presented by staff as final recommendations of the water and wastewater rate study to City Council and staff was directed to prepare an ordinance adopting the recommendations of the rate study to become effective on December 1, 2015.

The following table shows the base rate for residential customers with and the rate per thousand gallons for each tier for all water customers for each of the next four years

beginning December 1, 2015. The rates per thousand gallons include the projected rate increases provided by TRA and will not need to be adjusted prior to December 1, 2019:

Effective Date	Base Rate	Tier 1 * 2,000- 20,000 gallons	Tier 2* 20,001- 30,000 gallons	Tier 3* 30,001- 40,000 gallons	Tier 4* 40,001- 50,000 gallons	Tier 5* over 50,000 gallons
12/1/2015	\$ 13.55	\$ 4.30	\$ 4.86	\$ 5.42	\$ 5.98	\$ 6.54
12/1/2016	\$ 13.69	\$ 4.44	\$ 5.00	\$ 5.56	\$ 6.12	\$ 6.68
12/1/2017	\$ 13.77	\$ 4.60	\$ 5.16	\$ 5.72	\$ 6.28	\$ 6.84
12/1/2018	\$ 13.90	\$ 4.73	\$ 5.29	\$ 5.85	\$ 6.41	\$ 6.97

*Tier gallons are shown at the current amounts. The gallons for Tier 1 reduce in increments of 500 gallons through December 1, 2018.

This table shows the base rate based on meter sizes for all customers for each of the next four years:

Meter Size	Effective 12/1/2015	Effective 12/1/2016	Effective 12/1/2017	Effective 12/1/2018
< 1.5"	\$ 13.55	\$13.69	\$13.77	\$ 13.90
1.5"	\$ 15.77	\$ 18.26	\$ 20.75	\$ 23.24
2"	\$ 20.29	\$ 27.30	\$ 34.30	\$ 41.43
3"	\$ 33.20	\$ 53.11	\$ 73.03	\$ 92.95
4"	\$ 51.27	\$ 89.26	\$ 127.25	\$ 165.24

On adoption of the attached Ordinance O-15-1960, staff will implement an aggressive public information program to communicate the changes to all water and sewer customers and will update the Five-Year Capital Improvement Program (CIP) to include those projects recommended in the Water and Wastewater Master Plan.

Financial Impact

Adoption of this ordinance will provide additional revenue in the Utility Fund that can be dedicated to funding the capital projects identified in the recently adopted Water and Wastewater Master Plan

Recommendation

Approve

Attachments

1. Exhibit A - Continuation of Discussion on Water and Sewer Rate Study - June 2, 2015

2. Exhibit B - December 16, 2014 Colleyville Water and Wastewater Master Plan Presentation
3. Exhibit C - February 17, 2015 Colleyville Water and Wastewater Master Plan Presentation
4. Resolution R-15-3859
5. Ordinance O-15-1960

EXHIBIT A

CONTINUATION OF DISCUSSION ON WATER AND SEWER RATE STUDY

June 2, 2015



Background

- Water and Wastewater Master Plan development authorized by City Council on February 18, 2014
- Plan presented to City Council on December 16, 2014
- A follow up presentation was made at the February 17, 2015 Pre Council Meeting
- City Council formally adopted Master Plan on March 17, 2015

Purpose of Water and Wastewater Master Plan

- Assess current system
- Develop projections for future water usage and sewer flows
- Update existing water system model
- Create sewer system model
- Create roadmap for future development needs
- Determine capital project needs over next 20 years
- Conduct a rate study

Purpose of Rate Study

- To determine what percentage of the fixed costs of the water and sewer utility are covered by the base rate
- To evaluate potential for additional revenue to address capital project needs

Master Plan Findings and Recommendations

- Overall, both the water and wastewater systems are in reasonably good condition
- The Overland Trail tank and pump station can be taken out of service and demolished by changing watering days
- All of the storage tanks are in good condition
- 92% of the sewer manholes (2,819) are in good or fair condition
- 44 capital projects are needed to address condition or capacity and flow volumes on 12% (27 projects) of the water system and 4% (17 projects) of the sewer system

Updated Rate Study Recommendations

- Remove first 2,000 gallons from base rate for water and wastewater over four year period (500 gallons annually)
- Charge a higher minimum base monthly charge for water meters 1 ½" and greater than for meters less than 1 ½"
- Increase base monthly charge for non-residential wastewater by \$6.00 to be implemented in two \$3.00 increments in 2016 and 2018
- The TRA projected pass through rate increases are included in the proposed new rates

Rate for 20,000 Gallons of Water for Meters Smaller than 1.5"

	TRA Projected Increase	Cost per 1000 gals	Current		Proposed*		
			Base Rate	Cost per 20,000 Gallons with TRA Projected Rate Increase Only	Proposed New Base Rate	Cost per 20,000 gals with Removal of First 2,000 gals from Base Rate	Difference in Cost for 20,000 gals
2015		\$ 4.12	\$ 13.28	\$ 87.44	\$ 13.28	\$ 87.44	\$ 0.0
2016	\$ 0.18	\$ 4.30	\$ 13.64	\$ 91.04	\$ 13.55	\$ 93.10	\$ 2.06
2017	\$ 0.14	\$ 4.44	\$ 13.92	\$ 93.84	\$ 13.69	\$ 98.05	\$ 4.21
2018	\$ 0.16	\$ 4.60	\$ 14.24	\$ 97.04	\$ 13.77	\$ 103.47	\$ 6.43
2019	\$ 0.13	\$ 4.73	\$ 14.50	\$ 99.64	\$ 13.77	\$ 108.37	\$ 8.73

Current Colleyville Rate

*Includes TRA projected pass through rate increases



Residential Rate for 10,000 Gallons of Wastewater

	TRA Projected Increase	Cost per 1000 gals	Current		Proposed*		
			Base Rate	Cost per 10,000 Gallons with TRA Projected Rate Increase Only	Proposed New Base Rate	Cost per 10,000 gals with Removal of First 2,000 gals from Base Rate	Difference in Cost for 10,000 gals
2015		\$ 2.95	\$ 10.16	\$ 33.76	\$ 10.16	\$ 33.76	\$ 0.0
2016	\$ 0.19	\$ 3.14	\$ 10.54	\$ 35.66	\$ 10.45	\$ 37.14	\$ 1.48
2017	\$ 0.20	\$ 3.34	\$ 10.94	\$ 37.66	\$ 10.65	\$ 40.71	\$ 3.04
2018	\$ 0.16	\$ 3.50	\$ 11.26	\$ 39.26	\$ 10.73	\$ 43.98	\$ 4.72
2019	\$ 0.13	\$ 3.63	\$ 11.52	\$ 40.56	\$ 10.73	\$ 47.03	\$ 6.47

Current Colleyville Rate

*Includes TRA projected pass through rate increases



Residential Rate for 20,000 Gallons of Water and 10,000 Gallons of Wastewater

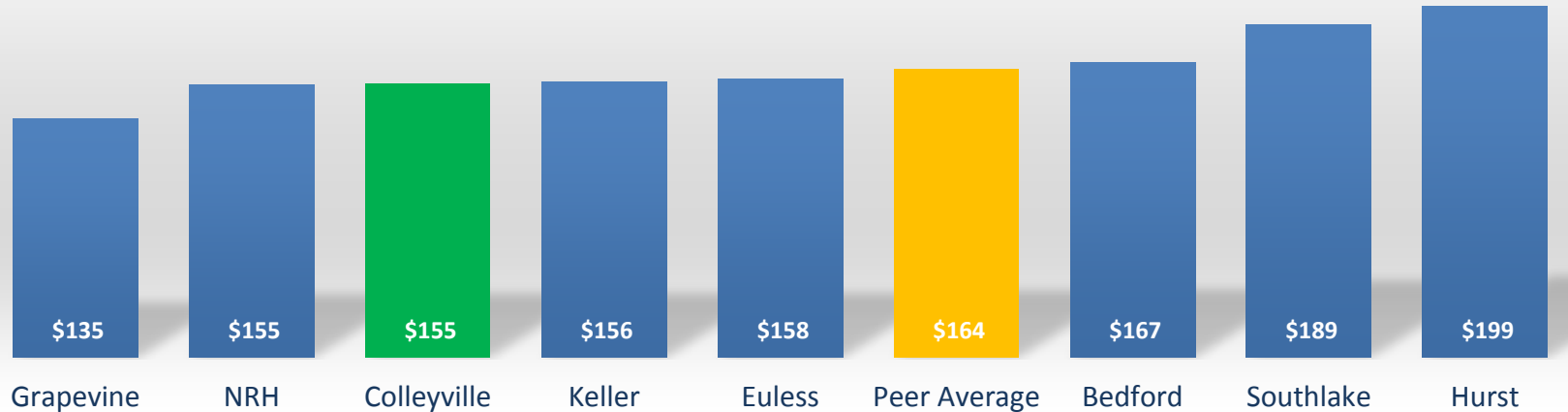
	Combined Rate With TRA Projected Increase Only	Combined Cost with Removal of First 2,000 Gallons from Base Rate	Difference in Combined Cost with Removal of First 2,000 Gallons from Base Rate
2015	\$ 121.20	\$ 121.20	\$ 0.00
2016	\$ 126.70	\$ 130.24	\$ 3.54
2017	\$ 131.50	\$ 138.76	\$ 7.26
2018	\$ 136.30	\$ 147.45	\$ 11.15
2019	\$ 140.20	\$ 155.40	\$ 15.20

Current Colleyville Rate



Peer Cities Comparison

Combined Cost in 2019 for 20,000 Gallons of Water and 10,000 Gallons of Wastewater with First 2,000 Gallons of both Removed from Base Rate



Assumes non-TRA cities increase rates proportionally to TRA increases
Currently Colleyville Combined Rate is \$121.20

Cash Flow Projection

(with proposed rate structure implemented)

	2015	2016	2017	2018	2019
Gross Revenues from Water and Wastewater Sales	\$ 14,184,706	\$ 15,310,654	\$ 16,347,649	\$ 17,427,644	\$ 17,427,644
O&M Expenses less Debt Service	\$ 12,350,354	\$ 13,017,620	\$ 13,772,453	\$ 14,467,465	\$ 15,069,560
Debt Service with 1.20 coverage ratio	\$ 588,120	\$ 526,068	\$ 518,256	\$ 226,548	\$ 0
Potentially Available for CIP Projects*	\$ 1,246,232	\$ 1,766,966	\$ 2,056,940	\$ 2,733,630	\$ 3,363,784

Current Fixed Cost Recovery (Water and Wastewater Combined) 41%

Combined Fixed Cost Recovery in 2019 if recommendations are adopted (2019) 89%

* Only includes revenue from water and wastewater sales

Funding for Capital Projects

- Master Plan recommends 27 water and 17 wastewater projects over the next 20 years
- Estimated cost in 2015 dollars is
 - \$39,862,934 for water projects
 - \$15,044,200 for wastewater projects
- The 20 year average annual funding requirement is \$2,745,907 (2015 dollars)

Capital Projects in Next 5 Years

- Master Plan recommends 12 water projects and 4 wastewater projects be executed between now and 2020
- Estimated cost in 2015 dollars is
 - \$15,746,000 for water projects
 - \$2,686,000 for wastewater projects
- \$18,432,000
- Two projects (\$ 1,990,000) were awarded on March 3, 2015 and funded from utility funds on hand
- Cost of remaining projects = \$ 16,442,000
- Projected available funding = \$ 16,063,181 (with proposed rate structure)

Potential Revenue Available for Capital Projects from All Sources with Proposed Rate Structure

	2015	2016	2017	2018	2019
New Water and Wastewater Sales	\$ 1,246,232	\$ 1,766,966	\$ 2,056,940	\$ 2,733,630	\$ 3,363,784
Impact Fees	\$ 979,125	\$ 979,126	\$ 979,125	\$ 979,125	\$ 979,125
Yearly Total	\$ 2,225,357	\$ 2,746,095	\$ 3,036,065	\$ 3,712,755	\$ 4,342,909
Five Year Total	\$16,063,181*				

*Equates to 29% of funding needed for 20 year CIP (\$55 million)

Five year average available funding is \$ 3,212,637 per year

Execution of Projects Identified as Short Term Projects (\$33M) in Five Years

- Would require issuance of revenue bonds in the amount of \$33,400,000 (20 year amortization - level annual payment)
- Annual debt service costs of \$ 2,329,841 (4.70% assumed interest rate)
- 1.20 debt coverage ratio required = \$ 2,795,810
- Total interest paid = \$16,216,827
- Not eligible for bank qualified interest rates (greater than \$10 million in debt issued in a single year)
- Requires rate adequacy verification by City's external auditors
- Requires rate review by State Attorney General before bonds can be issued
- Would require additional staff to manage program of that magnitude

Next Steps

- If approved, prepare new ordinance to adopt the new rate structure
- Develop and execute a public information program to inform customers of the new rate structure and why it is necessary
- Implement new rate structure on December 1, 2015
- Review and update rate structure in five years (2020)

QUESTIONS AND DISCUSSION

EXHIBIT B



COLLEYVILLE WATER & WASTEWATER MASTER PLAN

City Council
December 16, 2014

The following items mirror today's agenda and the scope of services



**Master Plan
Purpose**



**W / WW
Facility Field
Evaluations**



**City GIS
Updates**



**W / WW
Model
Development**



**CIP
Development
and Results**



Rate Study



The Master Plan was commissioned to properly plan for the future

Purpose

Master Plan Goals

Prepared by
GARVER
TBPE Registration No. 5713

COLLEYVILLE



CITY OF COLLEYVILLE
2014 Water and Wastewater
Master Plan

Assess current
systems

Project water usage
and sewer flow

Update water model

Create a wastewater model

Future development planning

Recommend projects
for a 20-year plan

No in-depth assessment
to date

Unknown level of service

Infrastructure growth plan





WATER & WW FACILITY FIELD EVALUATIONS

Water facility field evaluations were completed at two PS and three ESTs

FINDINGS



Overall good condition
of active facilities



Minor site
improvements needed

Fencing, drainage, painting

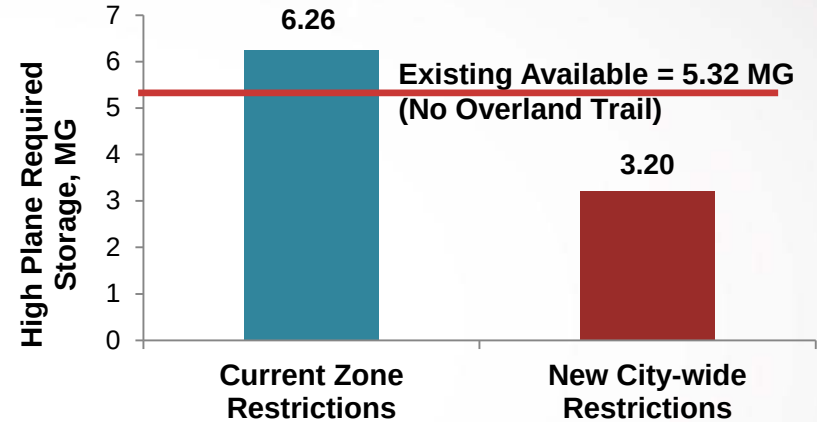
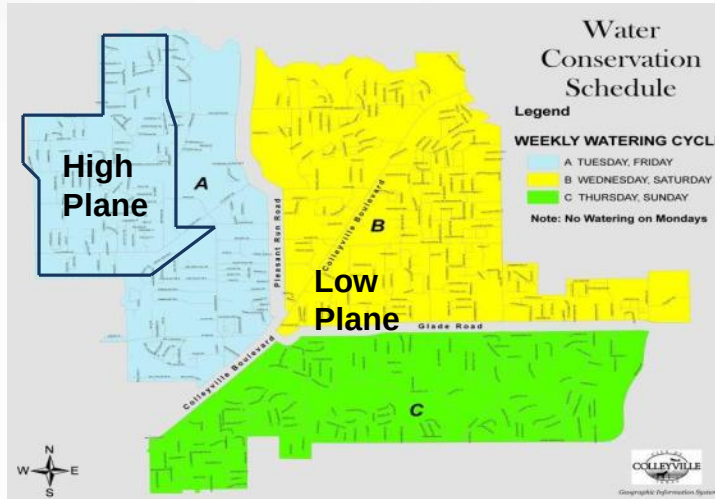


Overland Trail is in poor
condition

Decommissioning recommended



Modifications to the watering zones were recommended



Current Watering Zones:

Cause large regionalized demands

Modification of restrictions will save the City at least \$5M in additional infrastructure

Wastewater facility field investigations were completed at two lift stations

RESULTS



Overall good condition
of facilities

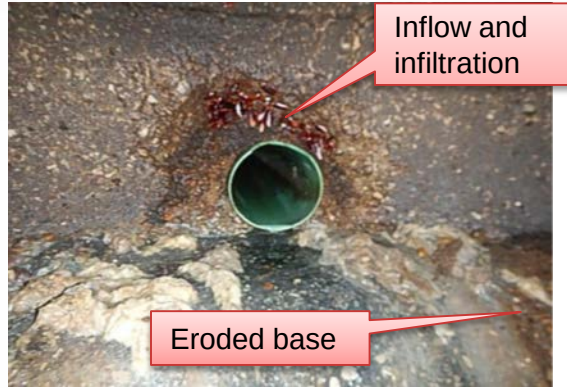


Minor site
improvements needed

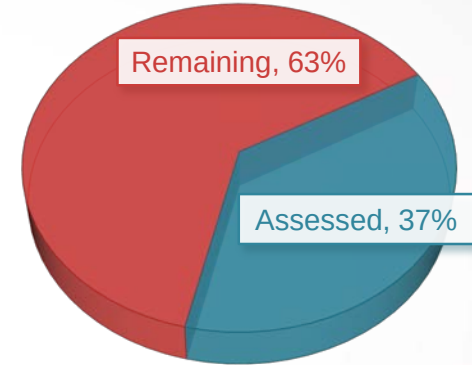
Fencing



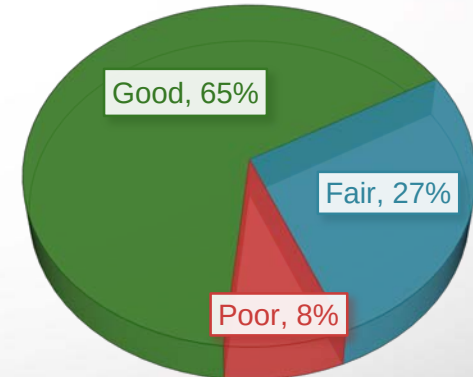
Wastewater manhole assessments were conducted on 1,134 manholes



Manhole Assessment Coverage



Manhole Condition Ratings





CITY GIS UPDATES

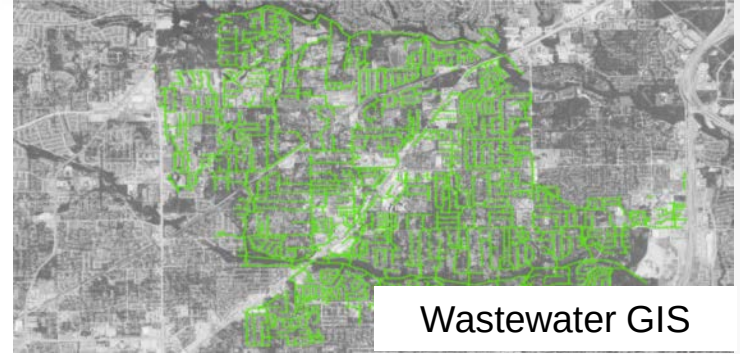
The existing City GIS system was updated



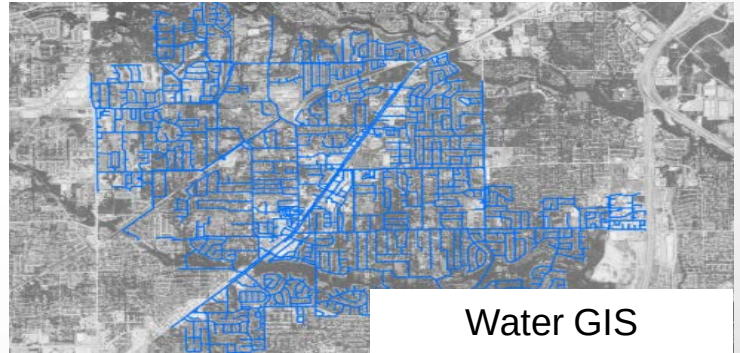
Garver used updated GIS for model development



Updated current GIS model with existing and proposed improvements



Wastewater GIS



Water GIS





WATER MODEL DEVELOPMENT

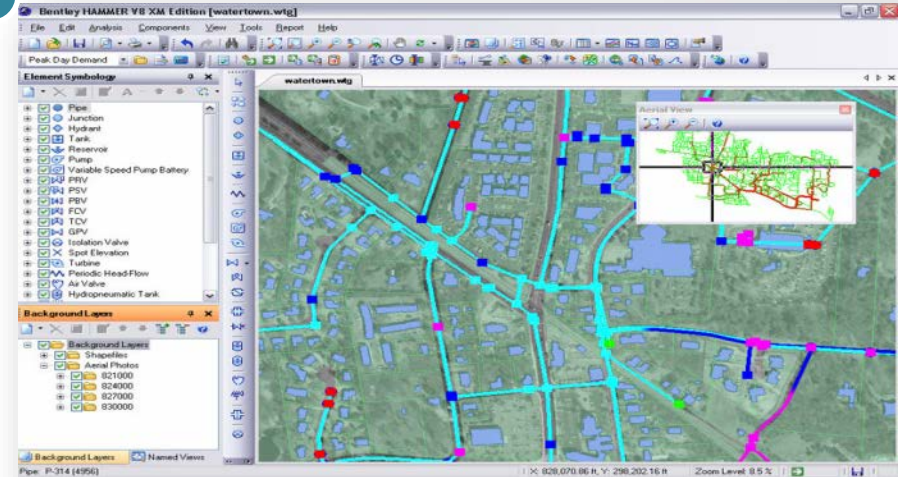


Bentley WaterGEMS was used to model the system

Computer program allows the user to input

- Elevations
- Pipe types
- Tower sizes
- Pump sizes
- Level of Service
 - Demands
 - State Regulations
 - Insurance Requirements
 - O&M Considerations

Output helps determine what improvements are needed to provide the identified level of service



The Water Model allows us to identify issues within the system



Low pressures,
capacity, fire
flow, excessive
velocities, etc.

Results:

Water Capital
Improvements Plan





WASTEWATER MODEL DEVELOPMENT

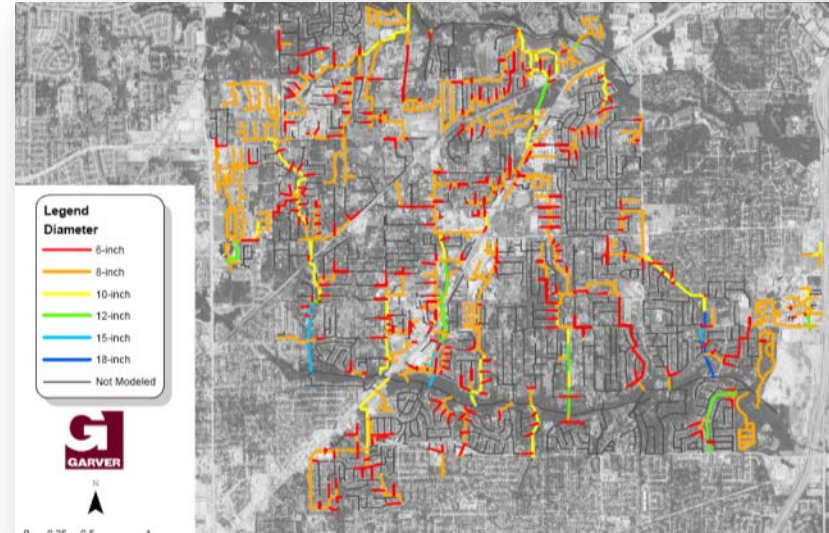
Bently SewerGEMS was used to identify capacity concerns in the sewer

Purpose:

Identify
Issues with
System

Results:

Wastewater Capital
Improvements Plan



Flow monitoring was conducted

Purpose:

Establish current dry and wet weather flows



Results:

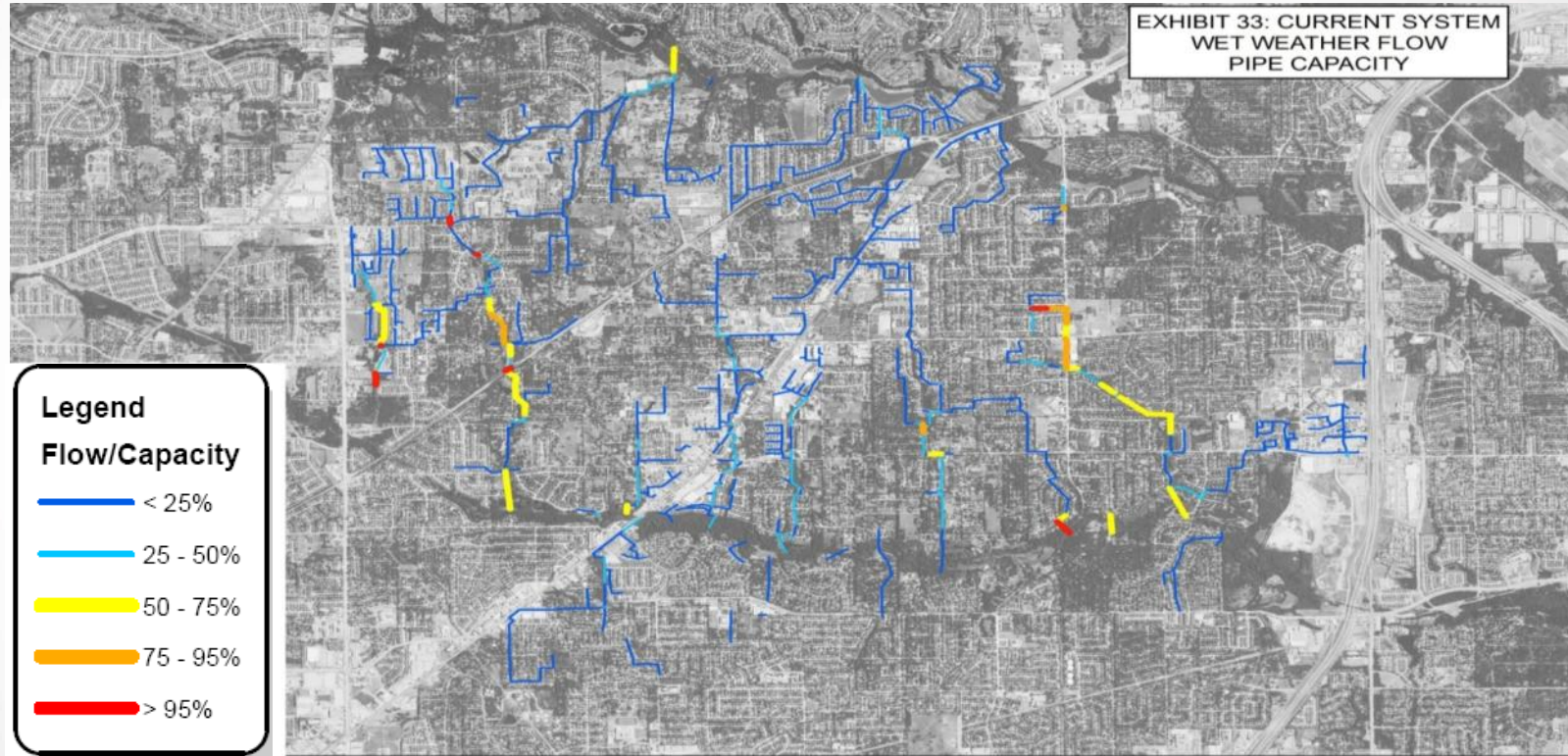
Overall system is in good shape

Majority of basins exhibit only a small reaction to rain events

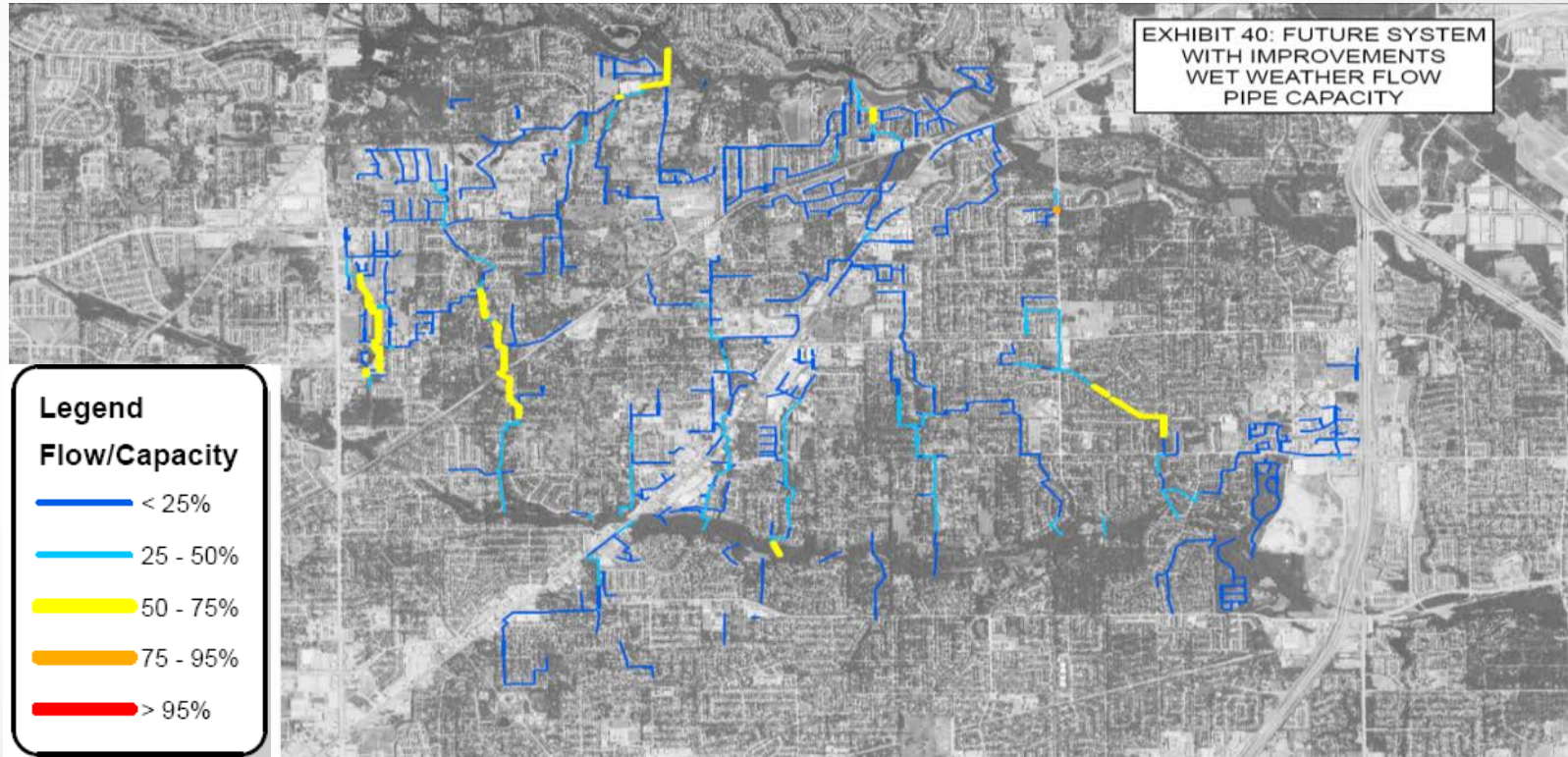
~7.75 MG of 624.2MG (1.2%) annual sewer flow due to I/I



An example of a sewer capacity model iteration



An example of a sewer capacity model iteration





CIP DEVELOPMENT

Capital Improvement triggers were defined and analyzed

WATER

- Regulatory
- Capacity
- Fire Flow
- Condition
- City-Identified
- Operational

WASTEWATER

- Capacity
- Condition
- City-Identified
- Operational



A method for prioritization of projects was developed

Regulatory and Capacity triggers take first precedence



Flexibility impacts precedence

For water, fire flow improvements
are less flexible

For sewers, more limited capacity
decreases flexibility



Similar triggers are grouped geographically when possible





CIP RESULTS

The Capital Improvements Plan identified
44 separate projects

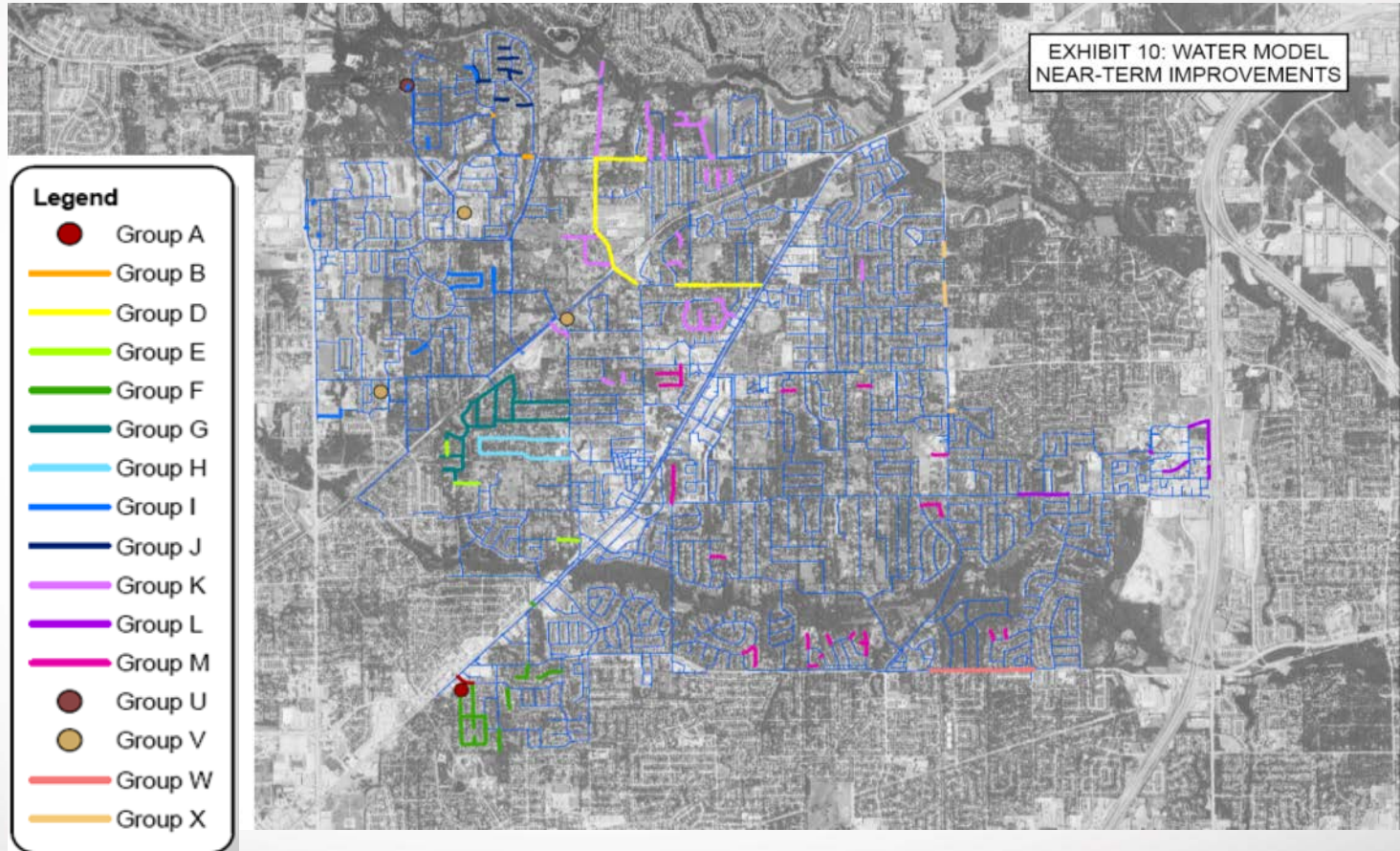
Projects Developed:

27 Water Projects
12% of system

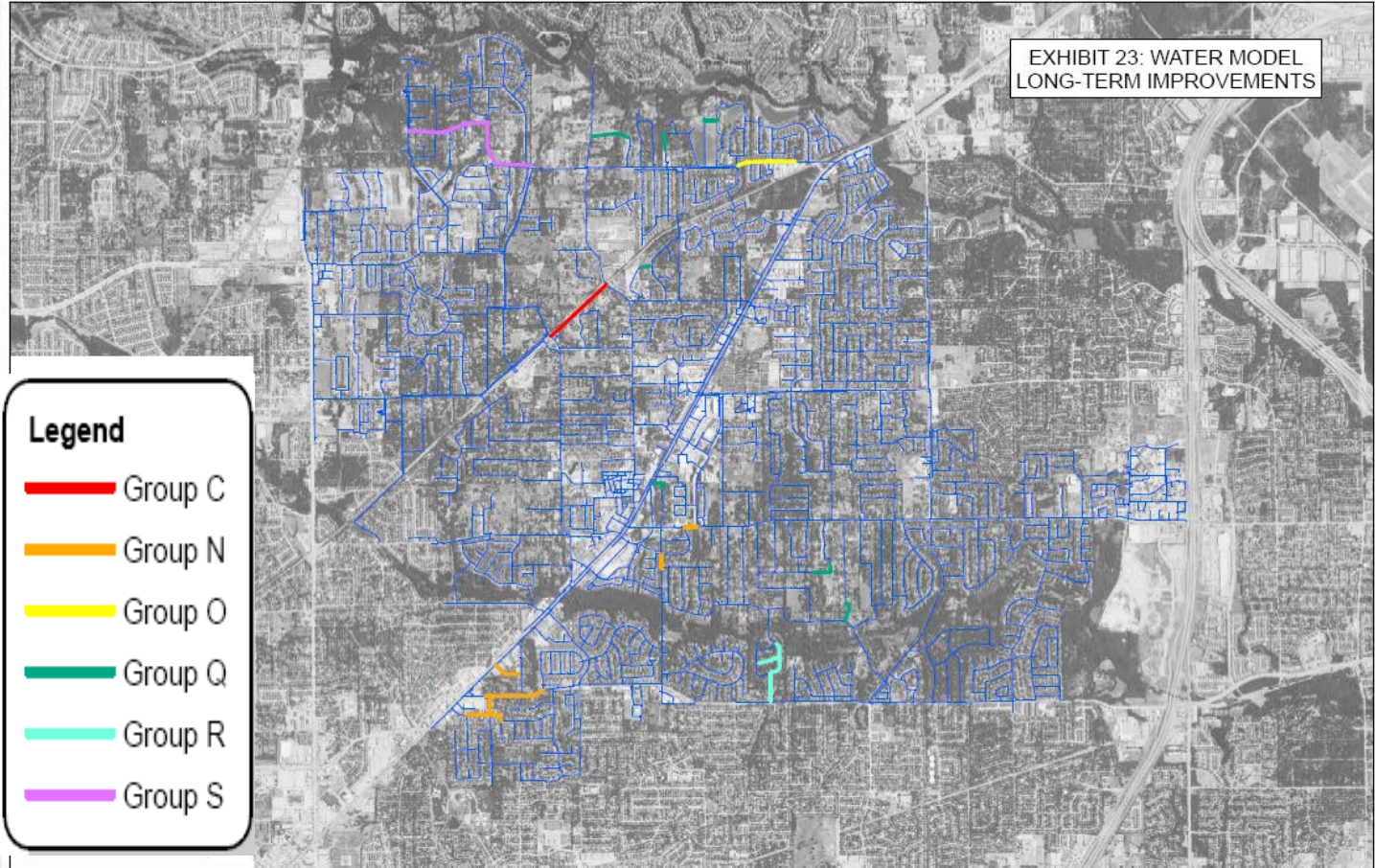
17 Wastewater Projects
4% of system



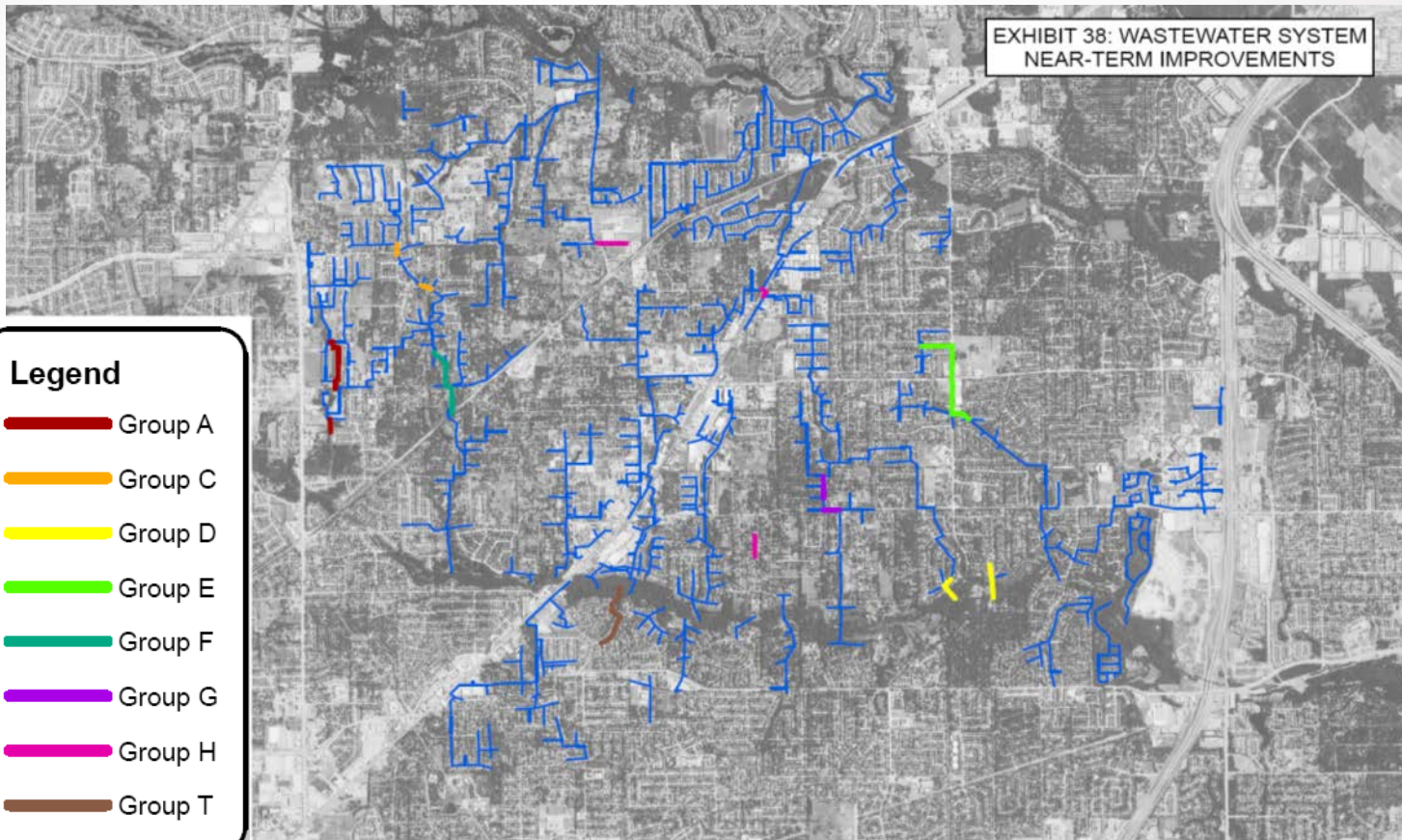
Near-term water improvements



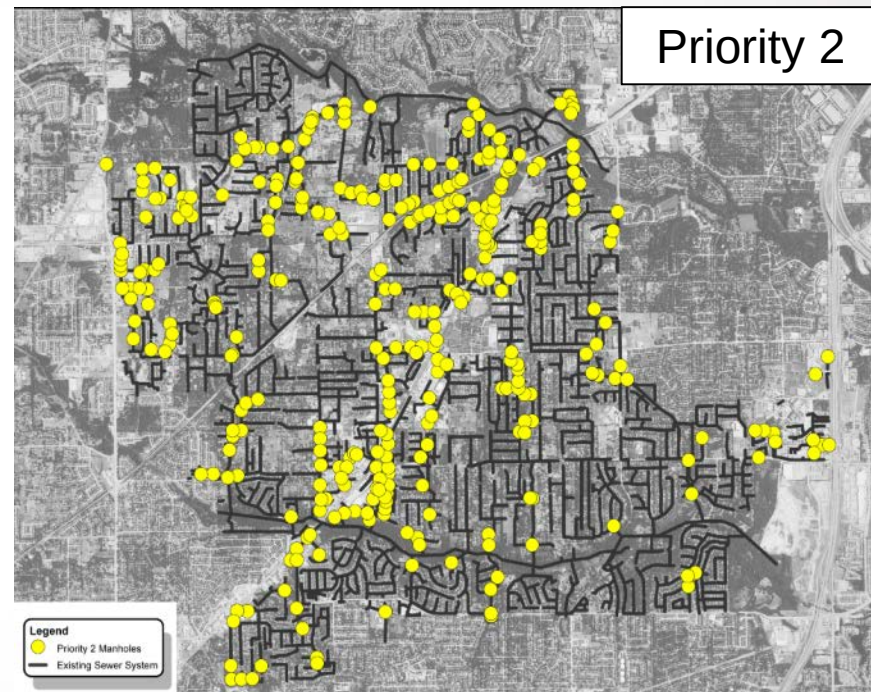
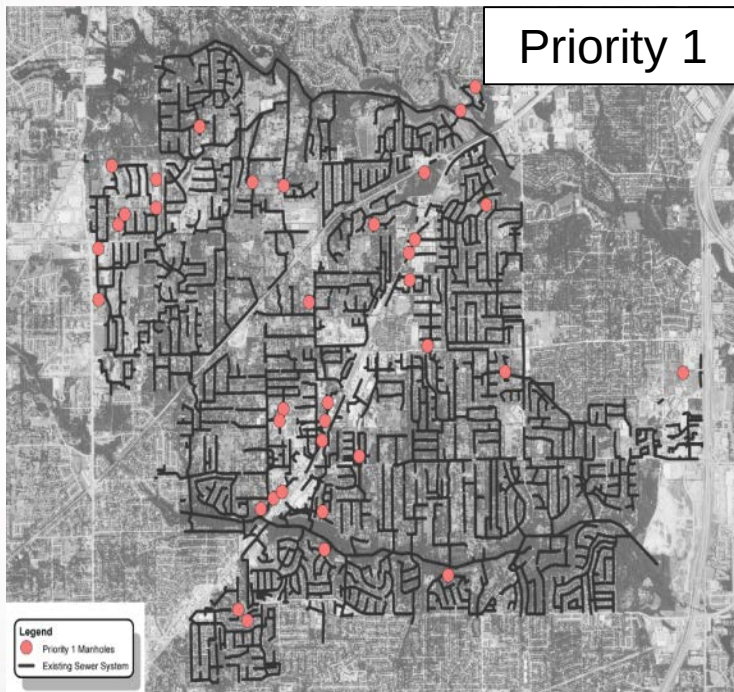
Long-term water improvements



Near-term sewer improvements



Near-term sewer improvements – identified manholes





Sample Sewer Projects

Wastewater project example – capacity

SEWER GROUP C



North of L.D. Lockett Road



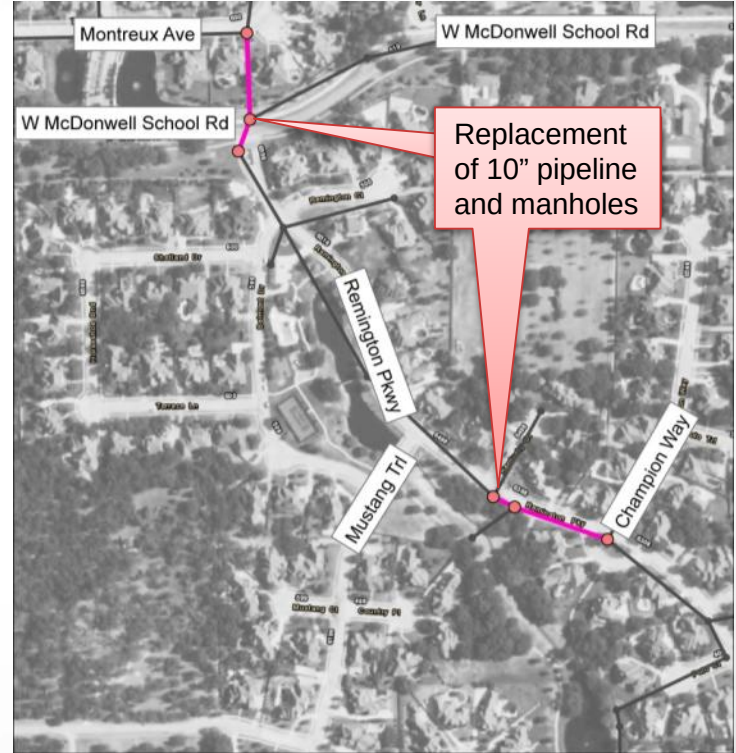
Upsizing of existing pipe



Addresses capacity during wet weather flows



Trenchless technology likely preferred



Wastewater project example – condition

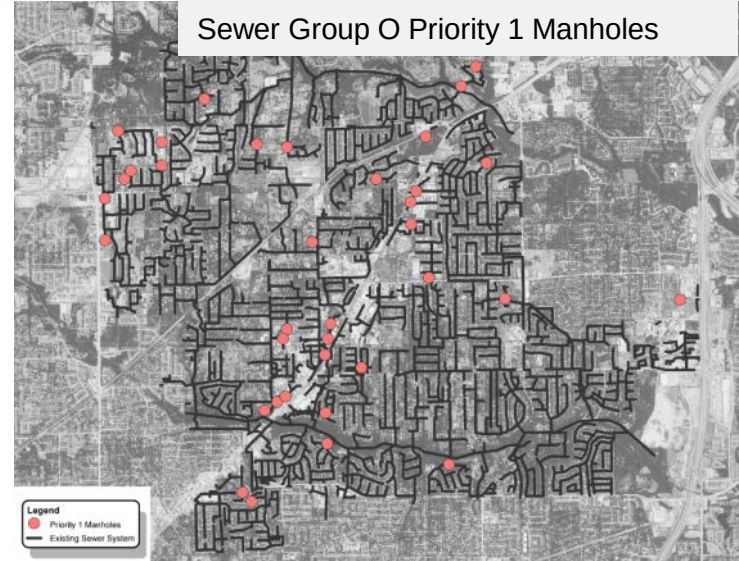
SEWER GROUP O



Repair of
assessed manholes



Upsizing of existing pipe



Wastewater project example – city identified

SEWER GROUP H



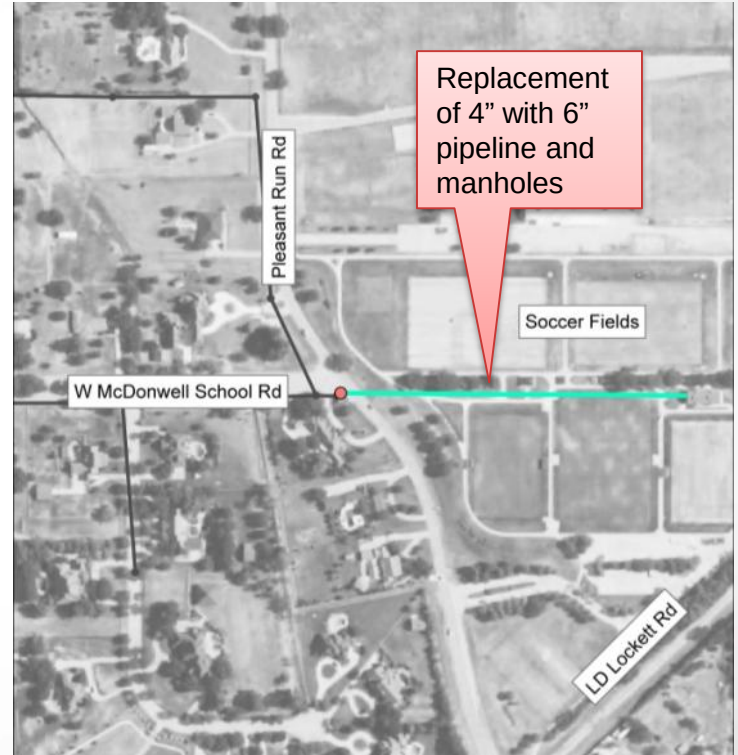
Near City soccer field



Replacement of existing
pipe with new slopes



Replaces bottlenecks



Wastewater project example – operational and city identified

SEWER GROUP T



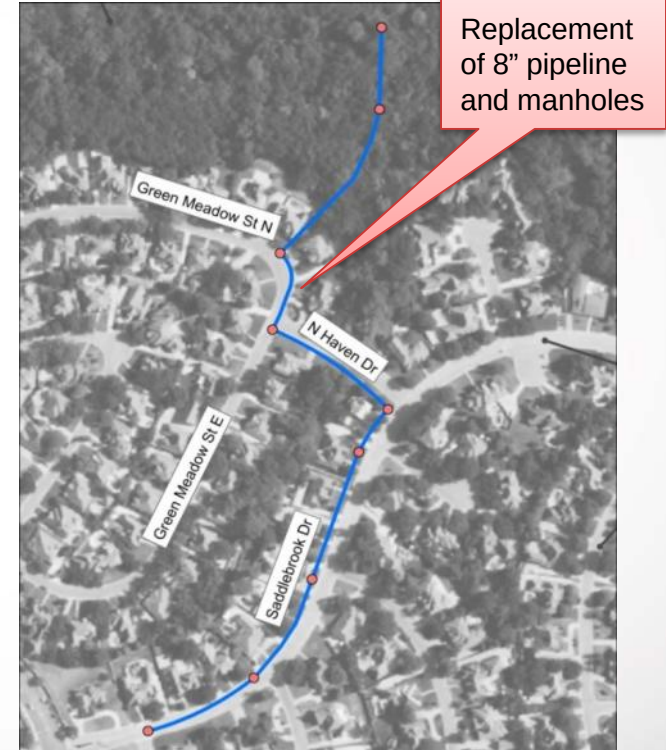
Near Little Bear Creek



Replacement of pipe
with slope issues



Addresses maintenance
concerns





Sample Water Projects

Water project examples – regulatory and capacity

WATER GROUP A



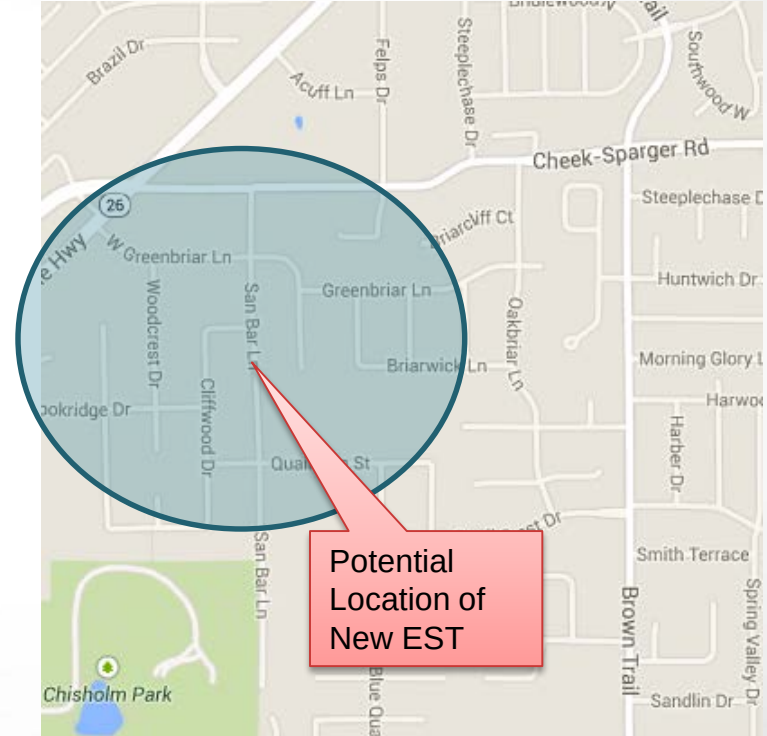
South portion of town



Address storage for
max day demands

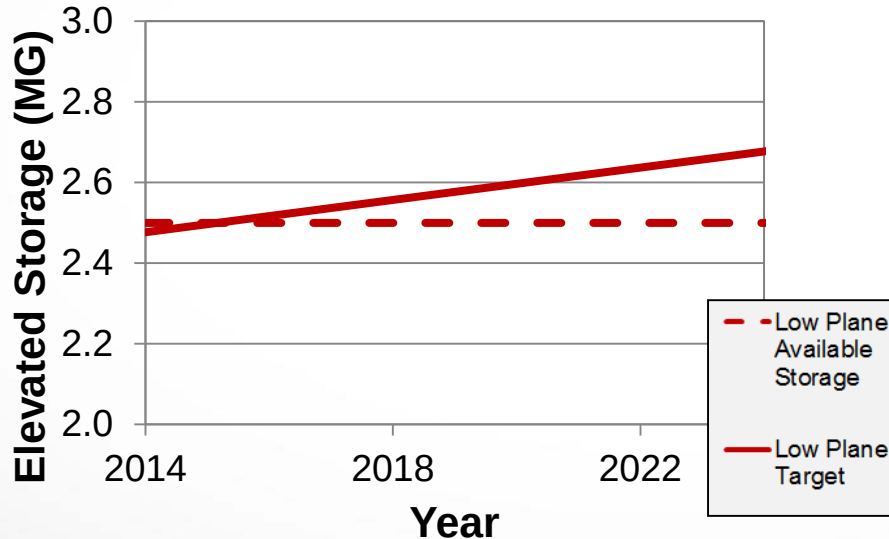


EST and
replacement of pipe



The tank is necessary to meet two requirements

- Storage



- Pressures

- Current minimum pressure during maximum day falling below 35 PSI requirement



Our evaluation included three additional alternatives



Large Diameter Conveyance Pipelines

- Negatively impacts pressures and flows throughout low plane



In-line booster station

- Causes regionalized low pressures



Ground storage and booster station

- Additional mechanical infrastructure

None of these alternatives provided the required elevated storage



Water project example - fire flow and city identified

WATER GROUP E



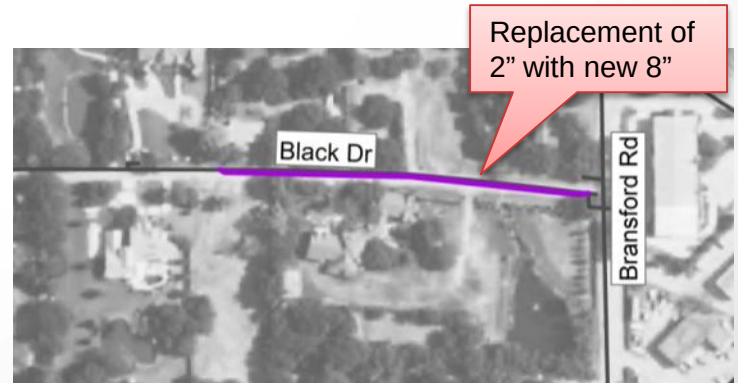
Between Glade Road and
Colleyville Blvd



Installation of
connecting pipelines



Improves fire flow, looping



Water project example - condition and operational

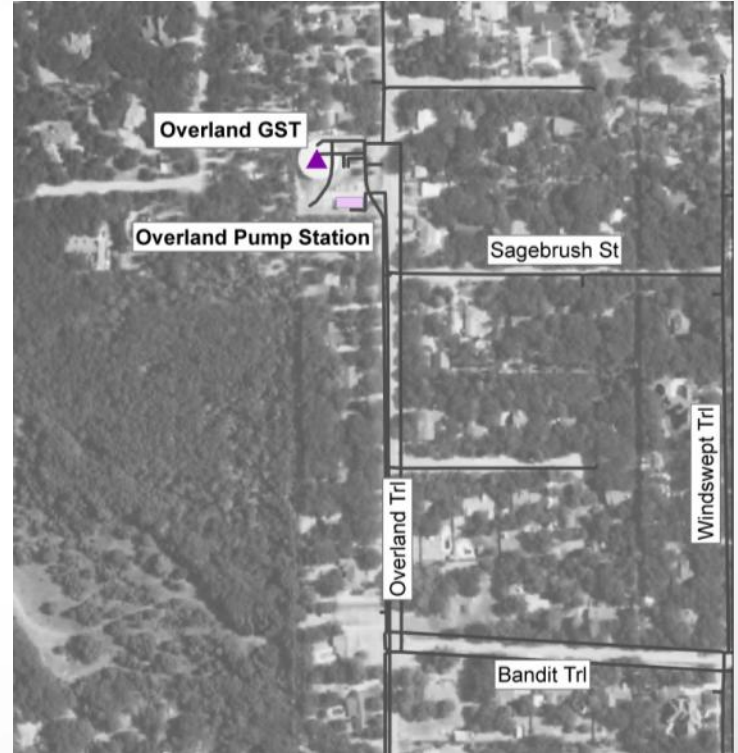
WATER GROUP U



Decommissioning of
Overland Trail

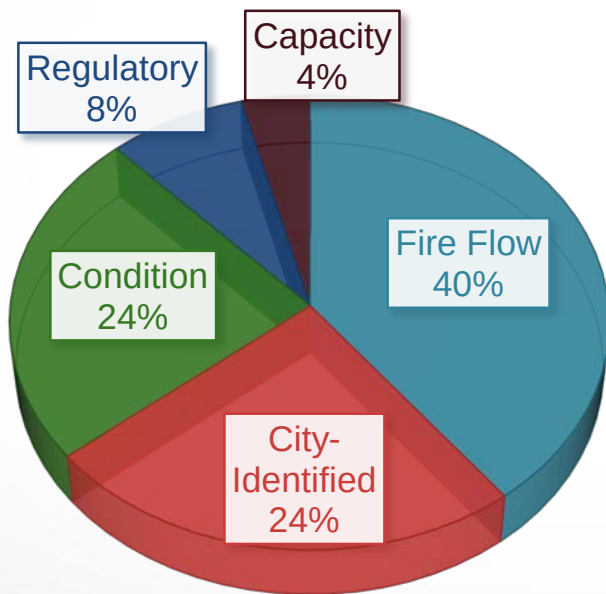


Addresses conditional
concern and reduces
maintenance

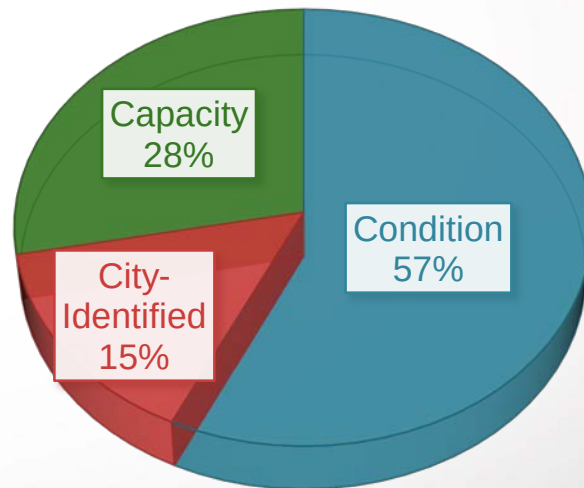


Capital Improvements Program based on triggers

DISTRIBUTION OF WATER BY PRIMARY TRIGGER



DISTRIBUTION OF WASTEWATER PROJECTS BY PRIMARY TRIGGER



Previous studies identified capital projects

Previously Identified Capital Projects (in 2015 dollars):

	Water	Wastewater
2002 Water Improvements Study	\$18,362,000	\$-
2012 Impact Fee (Without TRA projects)	\$1,915,000	\$664,000
Total	\$20,277,000	\$664,000
<i>Completed Projects</i>	<i>\$9,017,000</i>	<i>\$-</i>
Identified Projects Not Constructed	\$11,260,000	\$664,000



Capital Improvement Plan

Master Plan CIP (in 2015 dollars):

	Water CIP	Wastewater CIP
City's Current 5 Year CIP	\$4,408,000	\$1,556,000
Master Plan Identified	\$35,455,000	\$13,488,000
Total	\$39,863,000	\$15,044,000

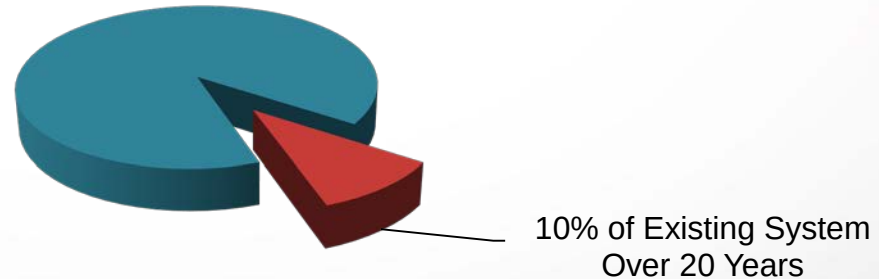
Short Term Needs	\$33,108,000	\$4,624,000
-------------------------	---------------------	--------------------



How do these numbers relate to the overall system?

	Water	Wastewater	Total
Existing System (estimated replacement value)	\$302M	\$237M	\$539M
Master Plan CIP	\$40M	\$15M	\$55M

■ Existing System ■ Master Plan CIP





RATE STUDY

Rate study objectives



Evaluate current rate structure

- Are fixed/variable revenues in-line with fixed/variable expenses?



Evaluate rate structures of surrounding cities with same wholesale rates

- Do volumetric rates apply to all consumption?
- How are larger meters billed?
- Are commercial rates differentiated from residential rates?



Provide a rate structure that will allow the City to cover fixed expenses by incorporating

- Volumetric rate for first two thousand gallons
- Meter size based minimum charges
- Different minimum charge for non-residential services



Evaluation of fixed and variable components

	Water			Wastewater		
	Fixed	Variable	Total	Fixed	Variable	Total
Personnel	\$1,522,882		\$1,522,882	\$251,189		\$251,189
Operating	\$1,660,087	\$6,949,456	\$8,609,543	\$115,778	\$2,635,049	\$2,750,826
Capital Outlays	\$200,000		\$200,000	\$50,000		\$50,000
Debt Service	\$490,100		\$490,100	\$0		\$0
Total Expenses	\$3,873,069	\$6,949,456	\$10,822,525	\$416,966	\$2,635,049	\$3,052,015
Total, %	36%	64%	100%	14%	86%	100%
Average Residential Bill	15%	85%	100%	16%	84%	100%



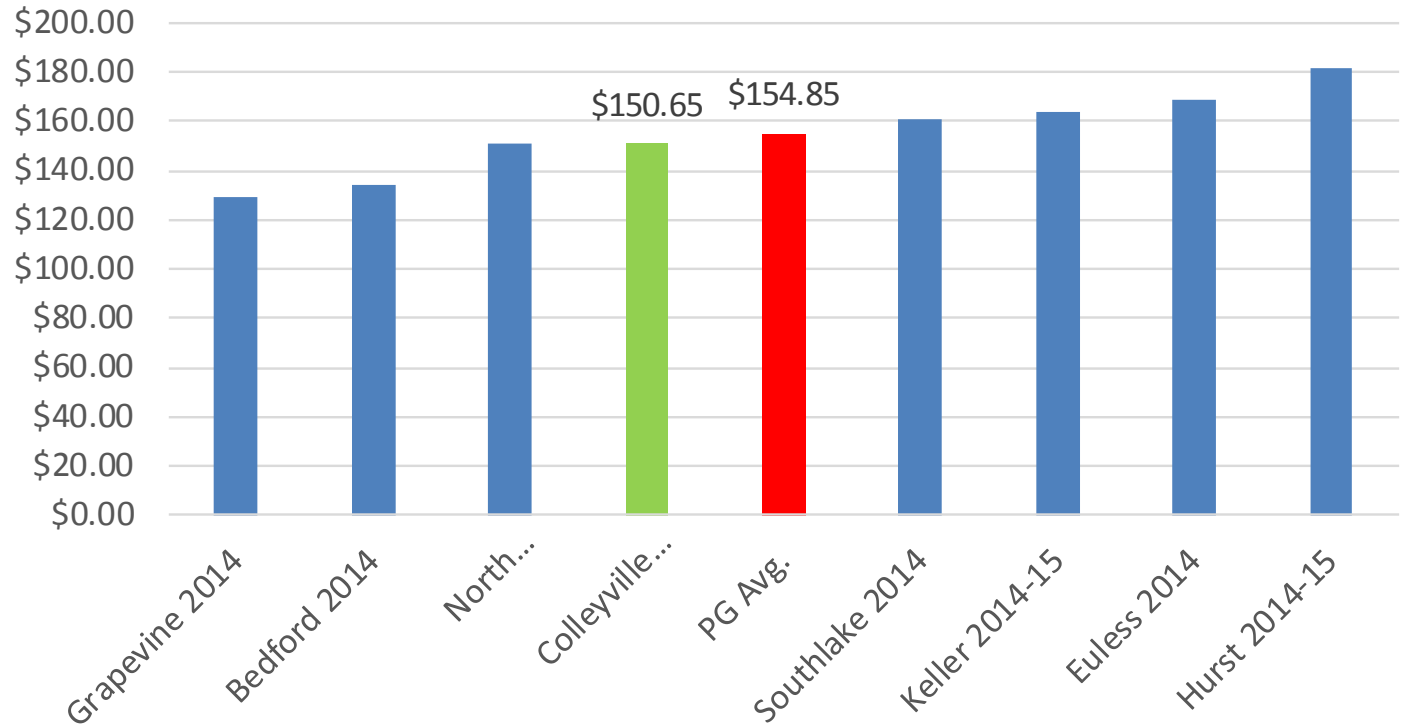
Benchmarking the current rate structure

City	Volumetric rates charged for all metered consumption?	Do larger meters pay a higher min. charge?	Residential and non-residential rates differentiated?
Colleyville 2014-15	No	No	No
Grapevine 2014	No	Yes	Yes
Eules 2014	Yes	Yes	Yes
Bedford 2014	Yes	Yes	No
NRH 2014	Yes	Yes	No
Southlake 2014	No	Yes	Yes
Keller 2014-15	Yes	Yes	Yes
Hurst 2014-15	Yes	Yes	Yes
= TRA Water Customers			



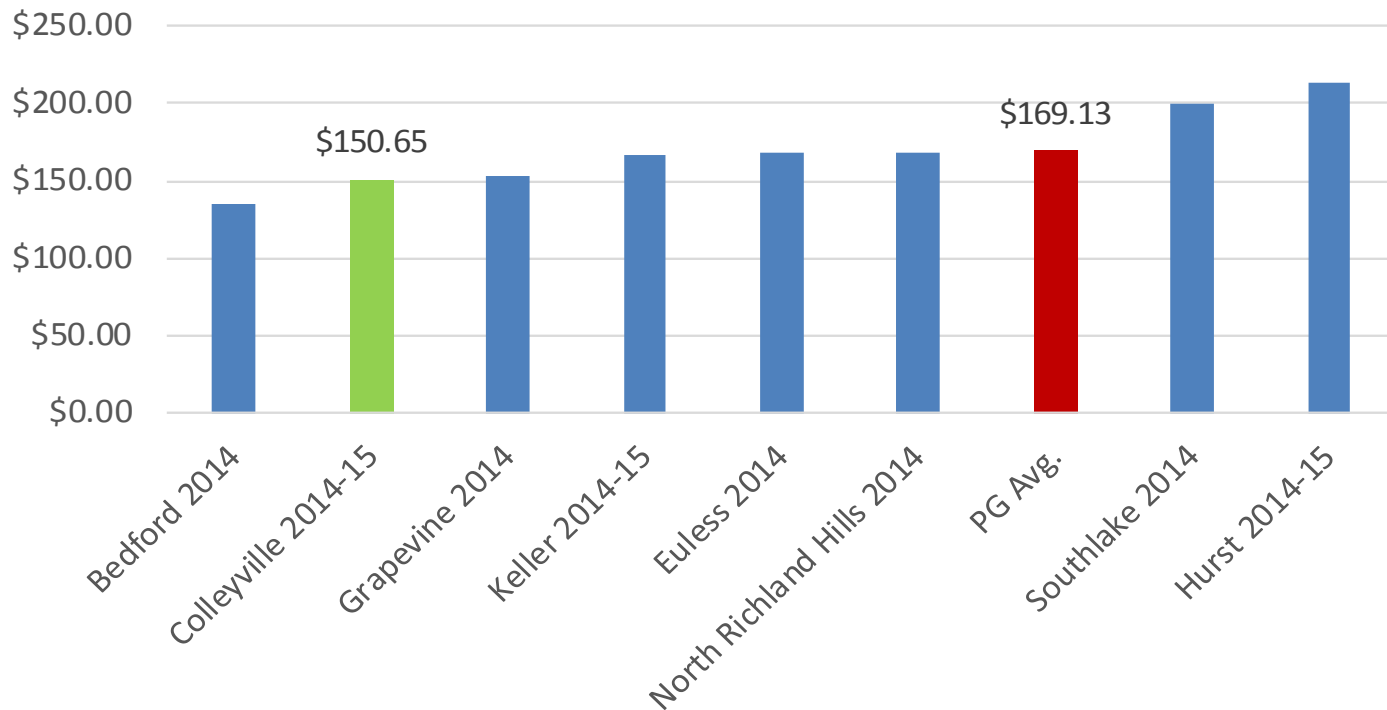
Benchmarking the current rates

Current Res. W & WW Bill @ 20k Gallons



Benchmarking the current rates

Current Non Res. W & WW Bill @ 20k Gallons



Summary of findings



Fixed to variable
water rate structure
ratio does not reflect
expense ratios



Rate structure is
independent of
meter size



Residential and non-
residential services
are provided at the
same rate structure



Summary of findings



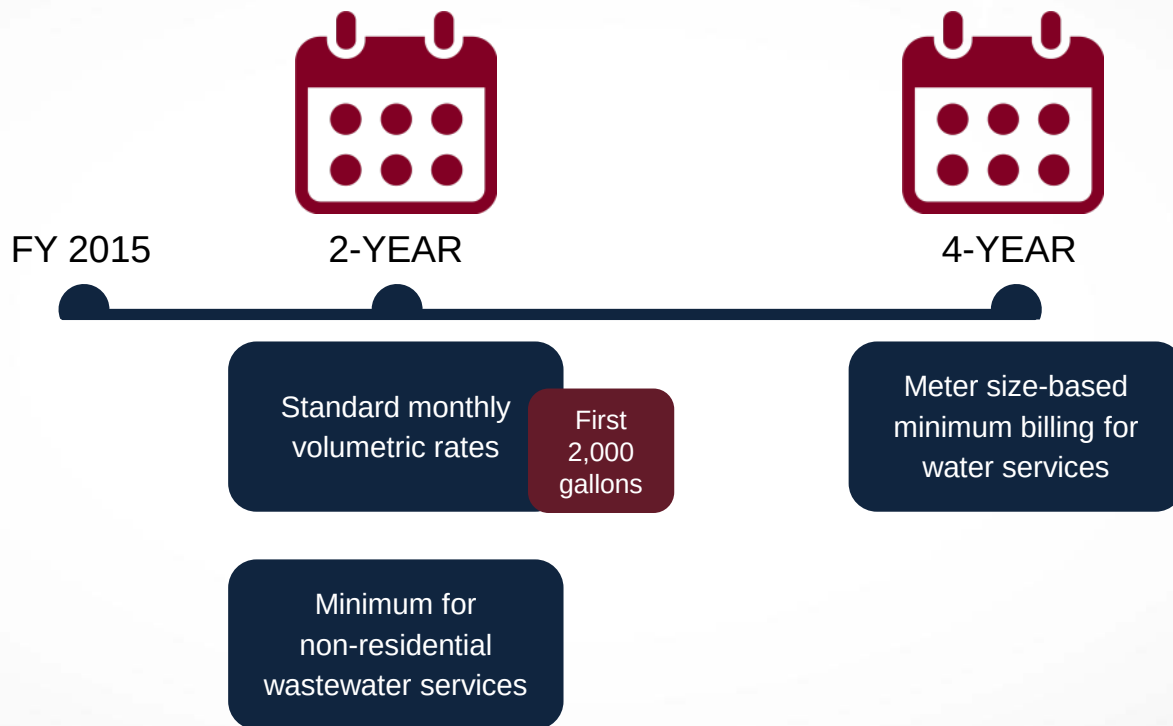
Fixed to variable
water rate structure
ratio does not reflect
expense ratios



Residential and non-
residential services
are provided at the
same rate structure

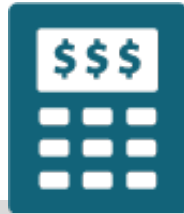


Proposed rate structure change



Impact of 2-year transition

VOLUMETRIC CHARGE FOR FIRST 2,000 GALLONS



Average monthly
bill change
\$7.27/year (4.6%)



Reflective of
variable treated
water expense

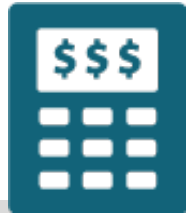


Rate structures
consistent with
3 of 4 peer group
water customers



Impact of 2-year transition

DIFFERENTIATED MINIMUM RATE FOR NON-RESIDENTIAL WASTEWATER SERVICE



Average monthly bill
change \$3.00/year (0.1%)
for non-residential



Rate structures consistent
with 5 of 7 peer group
wastewater customers



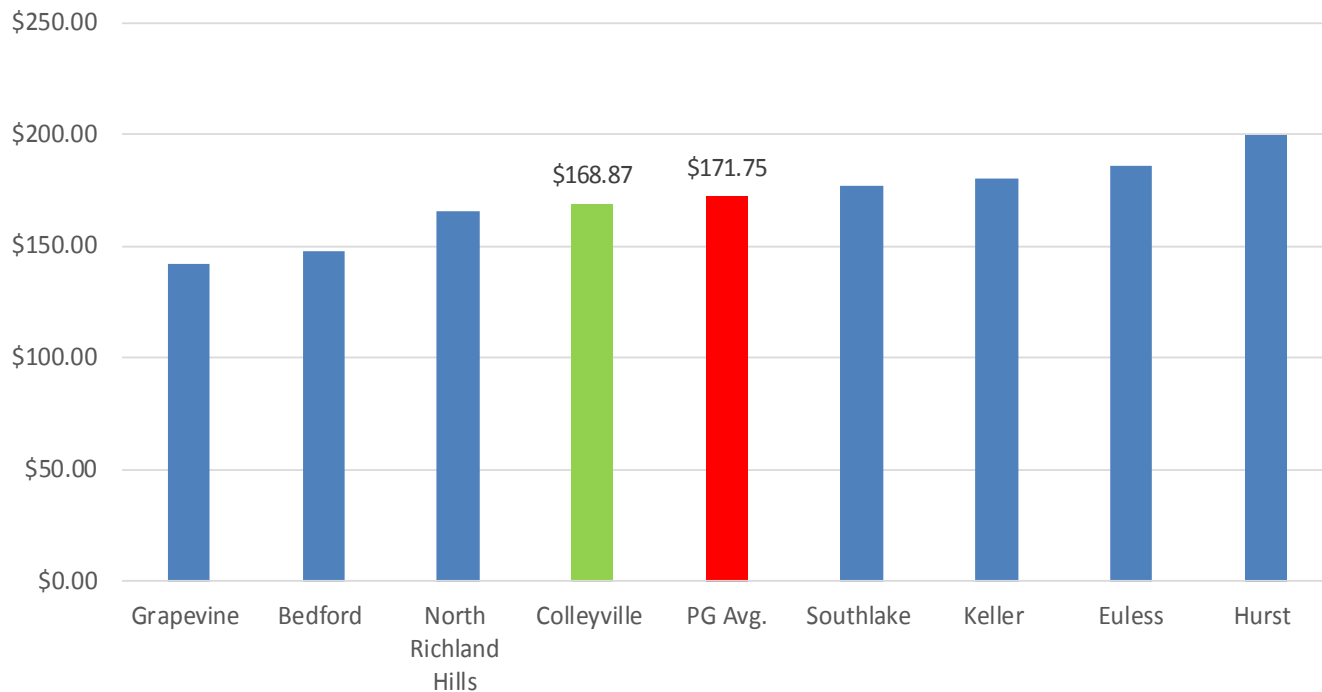
Impact of 4 year transition to meter size - based minimum charges

Meter Size (in.)	# in City	Average usage (Gal/Mo)	Existing Minimum Bill (/Mo)	Proposed Minimum Bill (/Mo)
<1.5 Res.	4,227	20,000	\$13.28	\$20.40
<1.5 Non- Res.	406	30,000	\$13.28	\$31.63
1.5	128	40,000	\$13.28	\$40.73
2	207	50,000	\$13.28	\$84.24
3	12	250,000	\$13.28	\$150.81
4	2	500,000	\$13.28	\$154.50



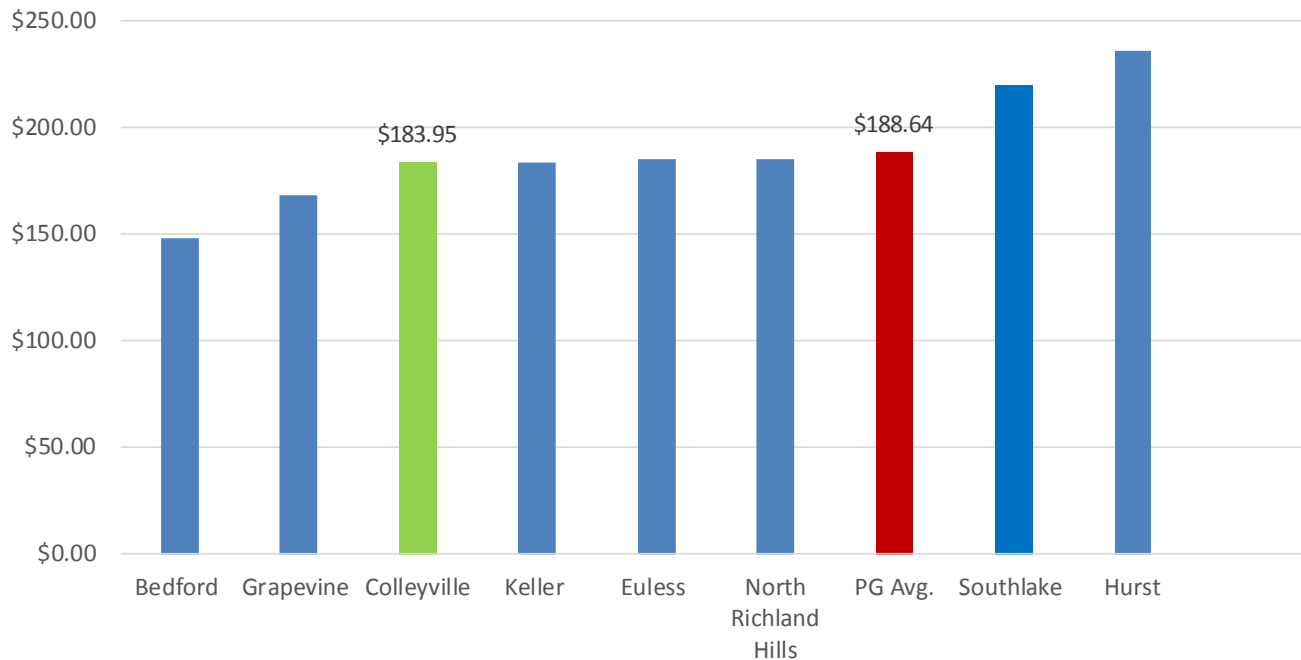
Comparison of member cities – proposed rate structure

**FYE 2017 Residential W & WW Bill @ 20,000 Gallons Comparison -
5% Annual Increase Assumed for Peer Group**



Comparison of member cities – proposed rate structure

FYE 2017 Non Residential W & WW Bill @ 20,000 Gallons Comparison-
5% Annual Increase Assumed for Peer Group



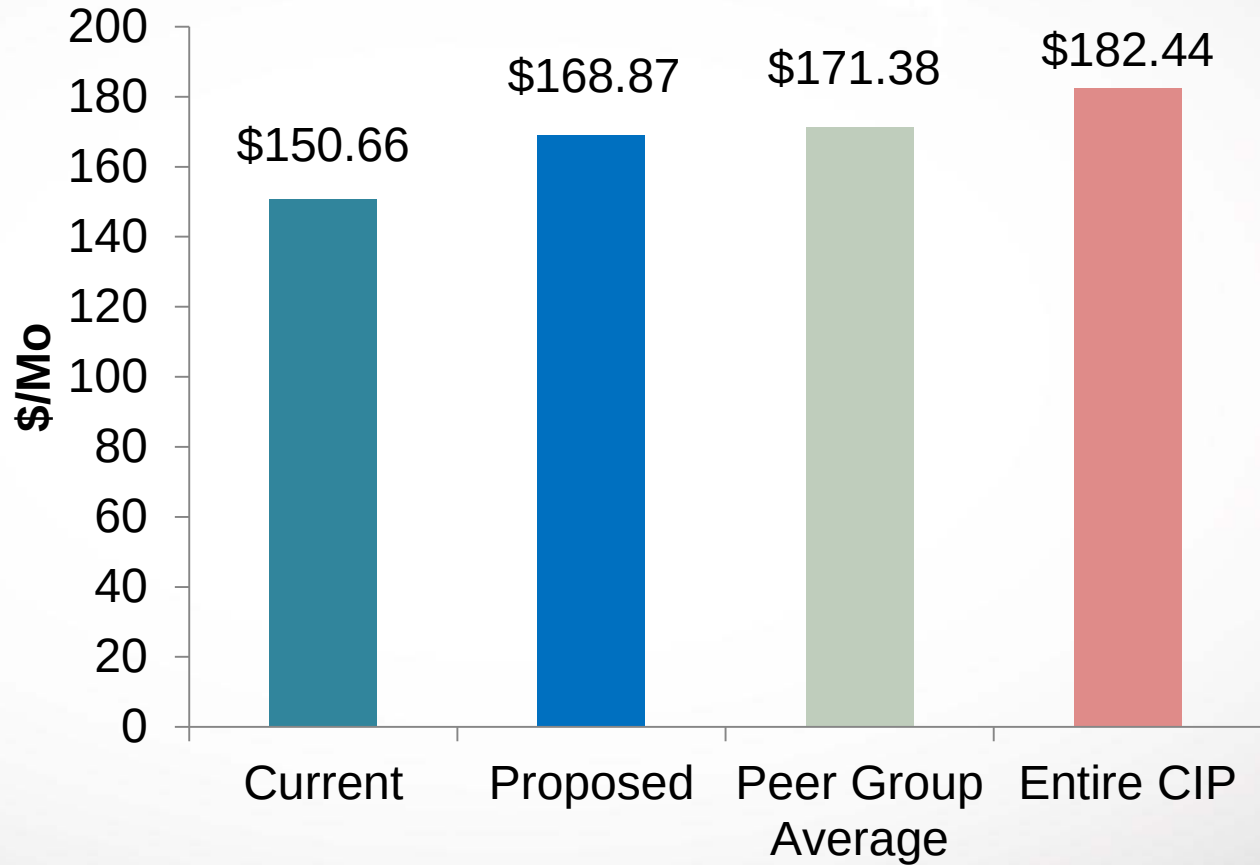
Cash flow projection

(assumes proposed structure is implemented)

	2016	2017	2018	2019
Total Revenues	\$16,722,262	\$17,792,328	\$18,122,224	\$18,389,502
O&M, Net of Dept.	\$13,929,163	\$14,779,132	\$15,688,411	\$16,661,372
CIP Funding	\$2,354,710	\$2,581,316	\$2,245,023	\$1,628,130
Total Expenses	\$16,283,872	\$17,360,448	\$17,993,434	\$18,289,502
Net Rev. Avail. For Debt Svc.	\$438,390	\$431,880	\$188,790	\$100,000
Total All Debt Services	\$365,325	\$359,900	\$157,325	\$0
FY End Balance	\$73,065	\$71,980	\$31,465	\$100,000



Rates to fund the entire CIP – example of residential 20,000 gallon bill





QUESTIONS?

EXHIBIT C



COLLEYVILLE WATER & WASTEWATER MASTER PLAN

Colleyville City Council
February 17, 2015

Outline of Presentation



Review of
December 16,
2014 presentation
at Pre Council
Meeting



Additional
discussion of the
proposed new
Elevated Storage
Tank (EST)



Continuation
of the Rate Study
Discussion



December 16, 2014 Meeting



Master Plan Highlights

CIP Projects that were identified

Dollars needed to fund identified
CIP Projects

Rate Study Recommendations



Elevated Storage Tank Justification



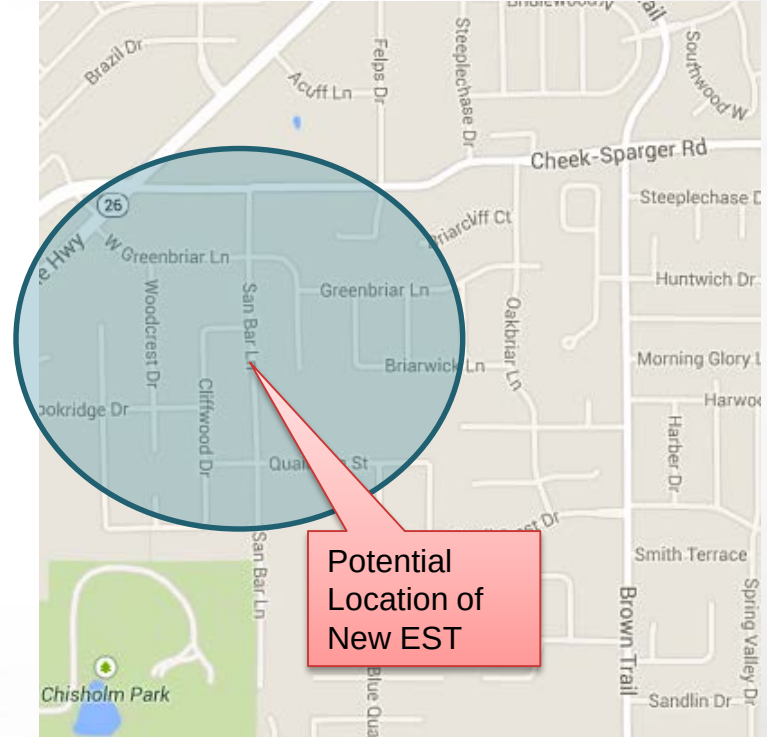
Address storage and pressure for maximum day demands



New Elevated Storage Tank and replacement of pipe

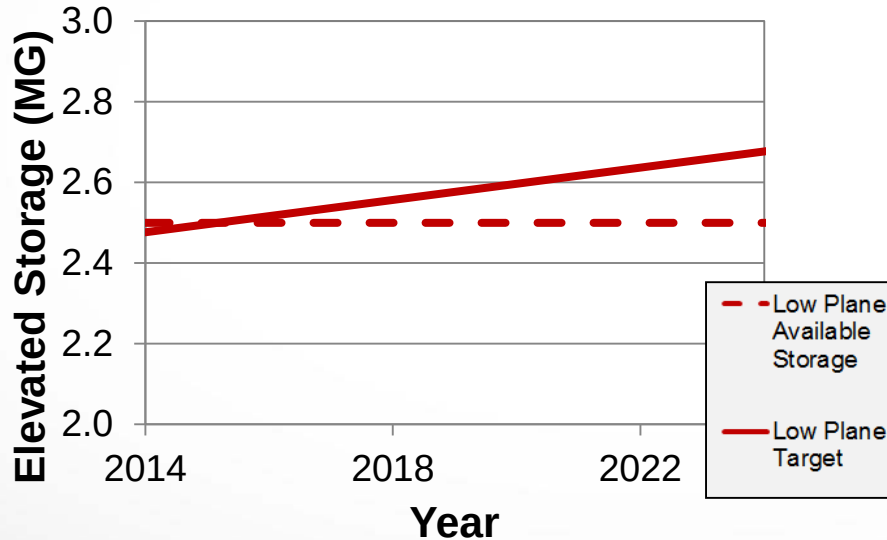


South portion of town



The Tank is Necessary to Meet Two Requirements

- Storage

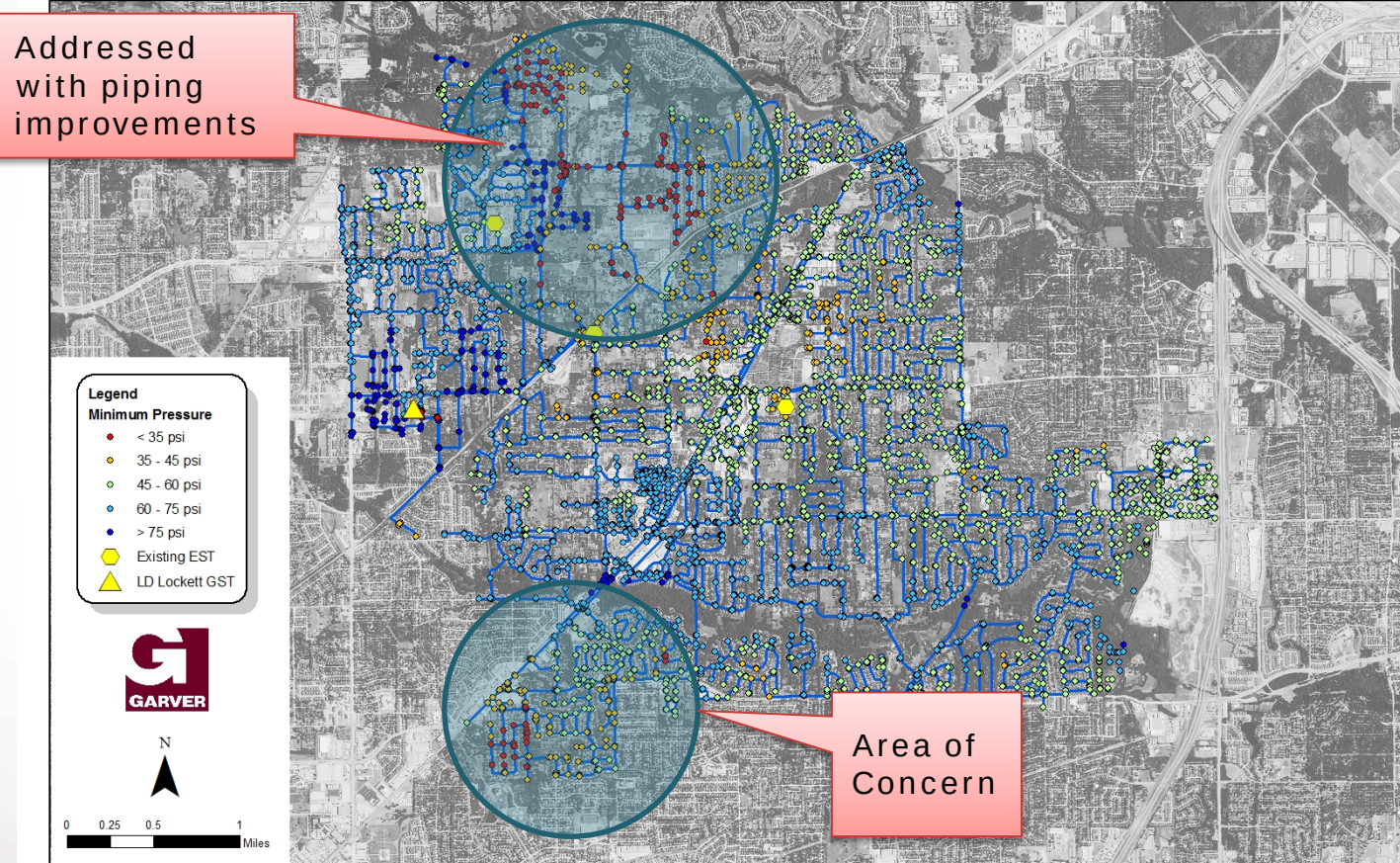


- Pressures

- Current minimum pressure during maximum day falling below 35 PSI requirement



Low Pressure is a Concern in Two Areas



Maximum Day System Pressures

Hall Johnson EST
Base elevation: 657 ft
PSI: 44



Area of concern
Base elevation: 680 ft
PSI: 28

Little Bear Creek
Base elevation: 560 ft
PSI: 85



Our Evaluation Included Five Alternative Options



Large diameter conveyance pipelines



In-line booster station



Ground storage and booster station



Elevated Storage



Other water supply connections



Large Diameter Conveyance (Pipelines)



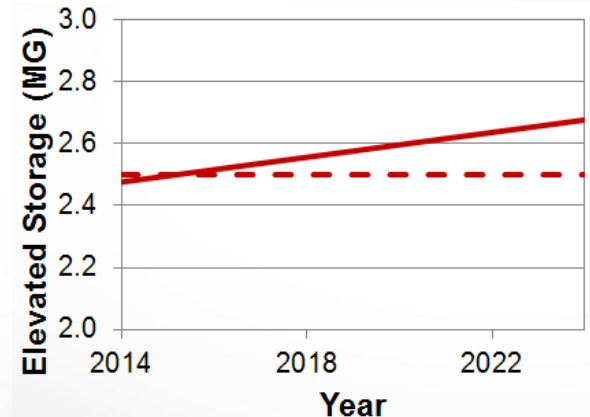
High impact construction
-Costly
-Traffic concerns
-Impact to residents



Relocates pressure and flow
-Additional projects needed
-Minimal pressure boost



Elevated storage
criteria not met
-No emergency storage



In-line Booster Station



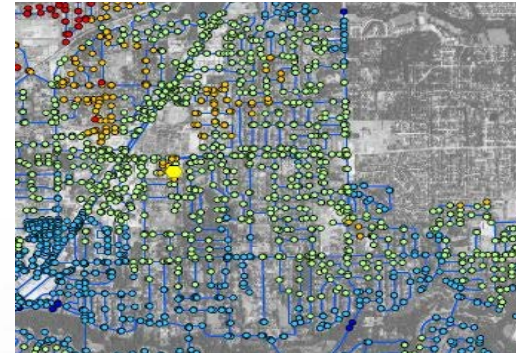
Mechanical
-Operations & maintenance



Relocates pressure and flow
-Additional projects needed
-Suction pressure issues



Elevated storage criteria not met
-No emergency storage
-Feed main bursts may decommission



Ground Storage Tank and Booster Pumps



Addresses pressure for maximum day demands



Similar in cost to EST



More mechanical equipment



Elevated storage requirement not met



Elevated Storage Tank



Addresses pressure for maximum day demands



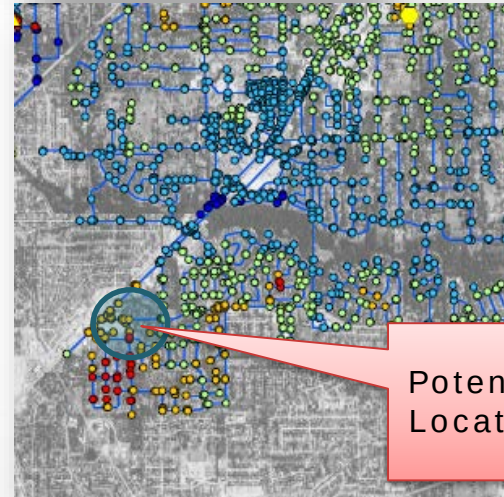
Addresses elevated storage requirement



Accommodates emergency conditions



Increases system flexibility



Potential Location

Consideration of Options

GST and BPS



- Less capital than EST with same lifecycle
- More mechanical

BPS



- Shifts pressure issues to other parts of City
- Additional projects likely

Pipelines



- Shifts pressure issues to other parts of City
- Additional projects likely

EST



- Meets all identified needs

**RECOMMENDED
ALTERNATIVE**



The Goal is to Provide 15% of the Maximum Daily Demand in Elevated Storage



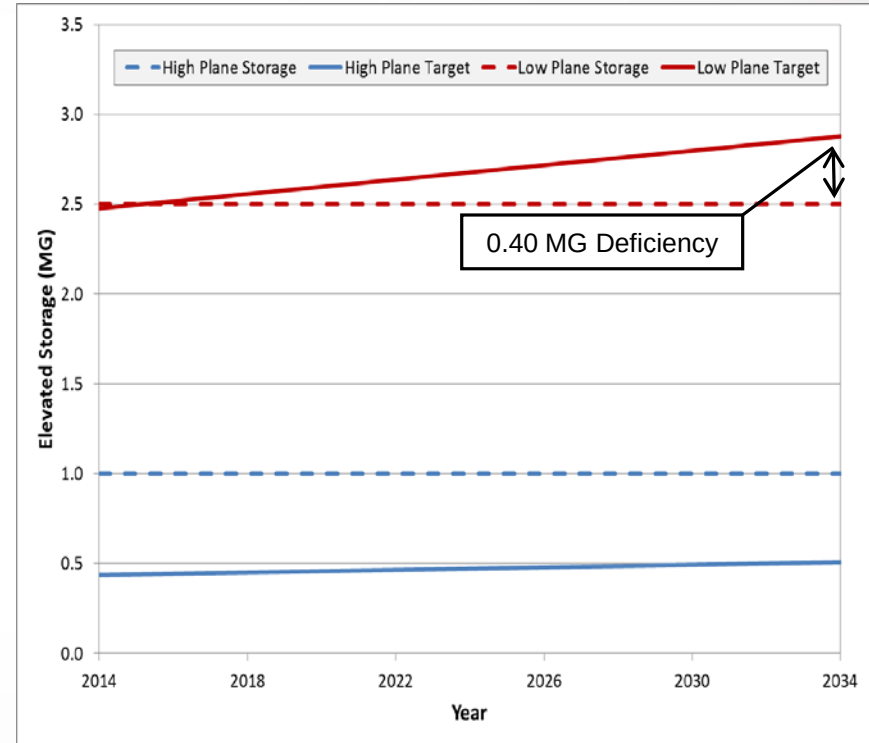
Provides system flexibility and alleviates low fire flow condition



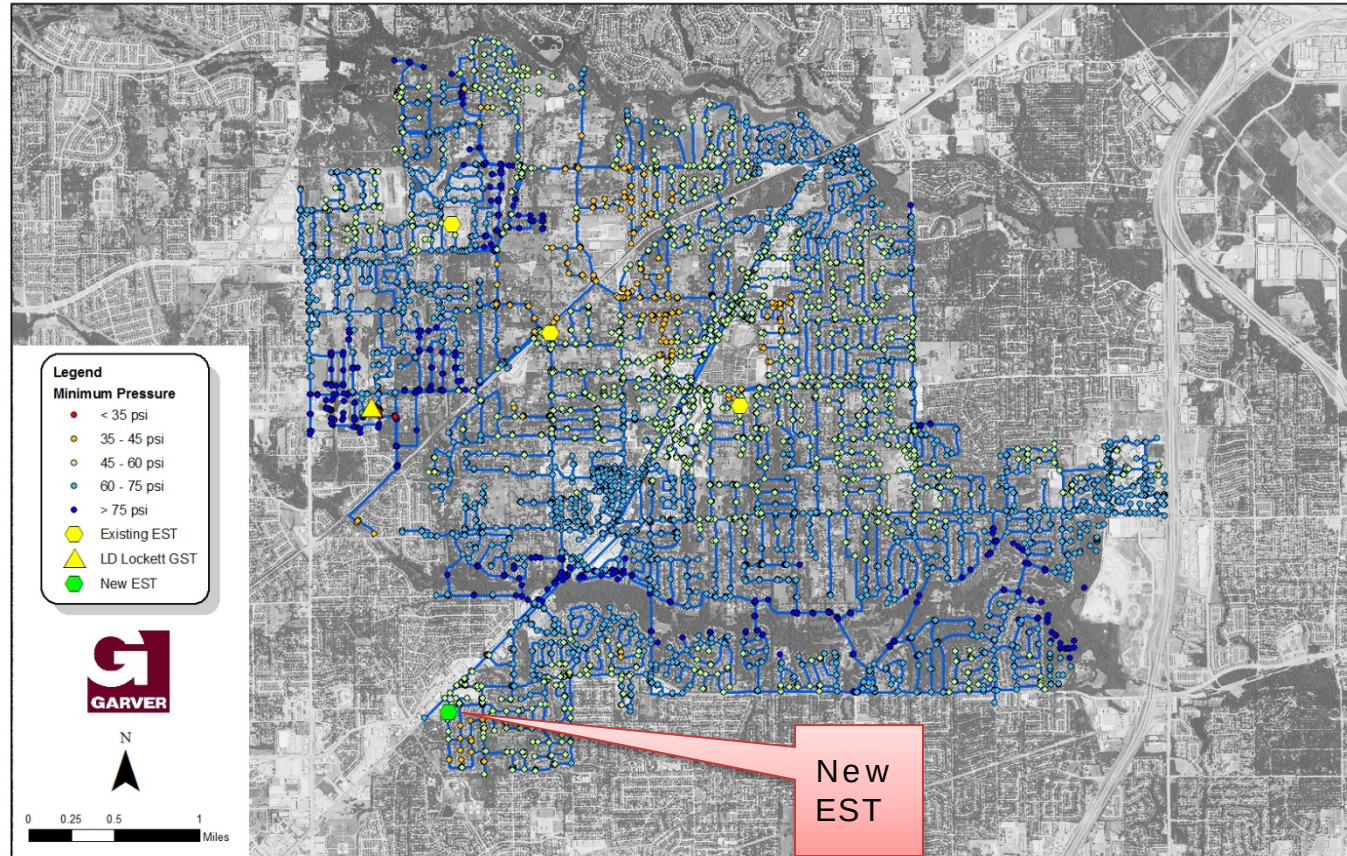
Provides available water supply for loss-of-power situations



Maintains minimum state required pressure



System Pressures With Proposed EST



Projected Improved Pressures

Hall Johnson EST
Base elevation: 657 ft
PSI: 45



New EST
Base elevation: ~675 ft

Area of concern
Base elevation: 680 ft
PSI: 40
(Previously 28)



Little Bear Creek
Base elevation: 560 ft
PSI: 85



Recommended Course of Action

Consider Recommendation of EST



Move into a Conceptual Design Phase

Evaluate impact
of design

Choose site for
improvements

Finalize best-fit
technology

Design
Improvements



Construction and Implementation





RATE STUDY

Benchmarking the Current Rate Structure

City	Volumetric rates charged for all metered consumption?	Do larger meters pay a higher minimum charge?	Residential and non-residential rates differentiated?
Colleyville	No	No	No
Grapevine	No	Yes	Yes
Euless	Yes	Yes	Yes
Bedford	Yes	Yes	Yes*
NRH	No	Yes	Yes
Southlake	No	Yes	Yes
Keller	Yes	Yes	Yes*
Hurst	No	Yes	Yes
TRA Customers	* For Wastewater Only		



Rate Study

- Recommendations

- Remove first 2,000 gallons from base rate for water and wastewater over four year period
- Increase minimum base monthly charge for water meters in excess of 1 ½" over a four year period
- Increase base monthly charge for non-residential wastewater by \$6.00 to be implemented in two \$3.00 increments in 2016 and 2018



Recommendation 1

- Remove first 2,000 gallons from base rate for water and sewer over four year period
 - Impacts 100% (9,414) of water and wastewater customers
 - Assumes proposed TRA water rate increases of \$0.88 per 1000 gallons over 5 years
 - Assumes proposed TRA wastewater rate increases of \$0.79 per 1000 gallons over 5 years



Rate for 20,000 Gallons of Water for Meters Smaller than 1.5"

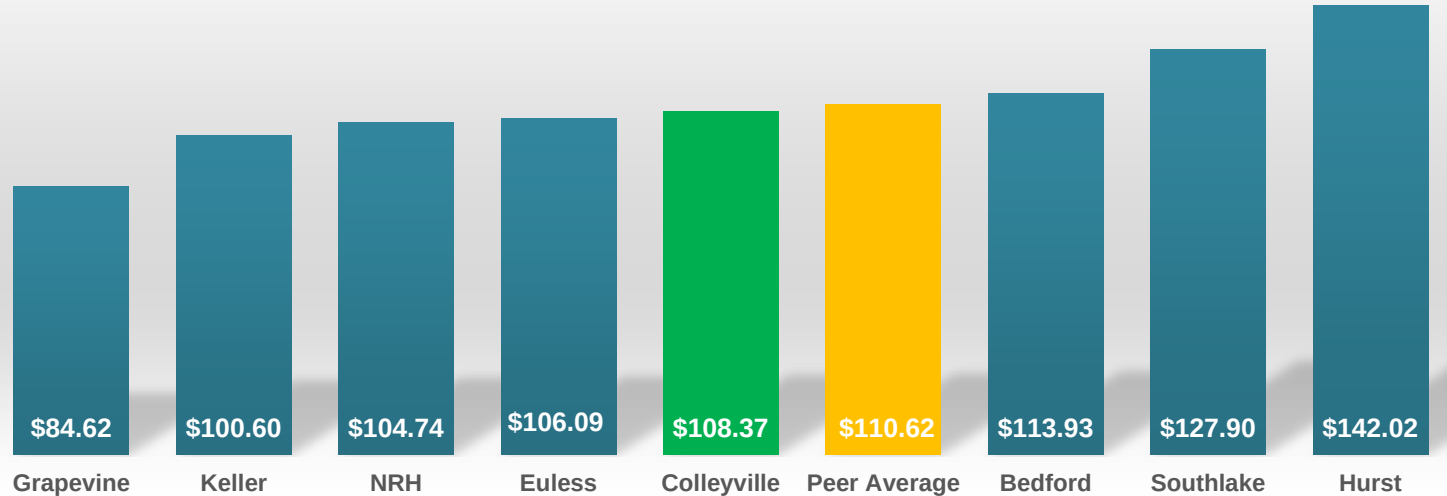
	TRA Projected Increase	Cost per 1000 gals	Current		Proposed		
			Base Rate	Cost per 20,000 Gallons with TRA Projected Rate Increase Only	Proposed New Base Rate	Cost per 20,000 gals with Removal of First 2,000 gals from Base Rate	Difference in Cost for 20,000 gals
2015		\$ 4.12	\$ 13.28	\$ 87.44	\$ 13.28	\$ 87.44	\$ 0.0
2016	\$ 0.18	\$ 4.30	\$ 13.64	\$ 91.04	\$ 13.55	\$ 93.10	\$ 2.06
2017	\$ 0.14	\$ 4.44	\$ 13.92	\$ 93.84	\$ 13.69	\$ 98.05	\$ 4.21
2018	\$ 0.16	\$ 4.60	\$ 14.24	\$ 97.04	\$ 13.77	\$ 103.47	\$ 6.43
2019	\$ 0.13	\$ 4.73	\$ 14.50	\$ 99.64	\$ 13.77	\$ 108.37	\$ 8.73

Current Colleyville Rate



Peer Cities Comparison

Cost in 2019 for 20,000 Gallons of Water with
First 2,000 Gallons Removed From Base Rate



Assumes non-TRA cities increase rates proportionally to TRA increases
Currently Colleyville rate for 20,000 gals = \$87.44



Residential Rate for 10,000 Gallons of Wastewater

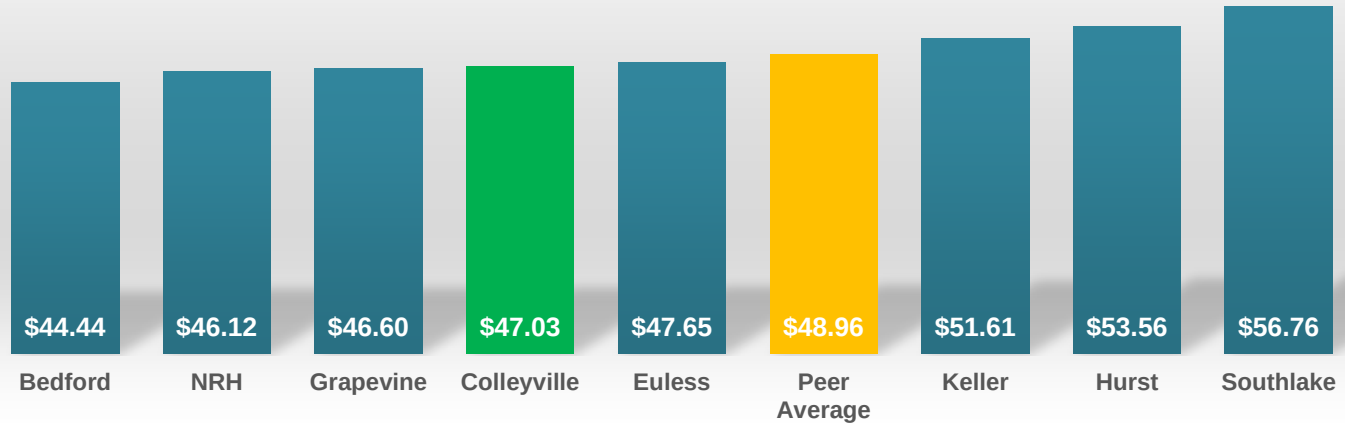
	TRA Projected Increase	Cost per 1000 gals	Current		Proposed		
			Base Rate	Cost per 10,000 Gallons with TRA Projected Rate Increase Only	Proposed New Base Rate	Cost per 10,000 gals with Removal of First 2,000 gals from Base Rate	Difference in Cost for 10,000 gals
2015		\$ 2.95	\$ 10.16	\$ 33.76	\$ 10.16	\$ 33.76	\$ 0.0
2016	\$ 0.19	\$ 3.14	\$ 10.54	\$ 35.66	\$ 10.45	\$ 37.14	\$ 1.48
2017	\$ 0.20	\$ 3.34	\$ 10.94	\$ 37.66	\$ 10.65	\$ 40.71	\$ 3.04
2018	\$ 0.16	\$ 3.50	\$ 11.26	\$ 39.26	\$ 10.73	\$ 43.98	\$ 4.72
2019	\$ 0.13	\$ 3.63	\$ 11.52	\$ 40.56	\$ 10.73	\$ 47.03	\$ 6.47

Current Colleyville Rate



Peer Cities Comparison

Cost in 2019 for 10,000 Gallons of Residential Wastewater with First 2,000 Gallons Removed From Base Rate



Assumes non-TRA cities increase rates proportionally to TRA increases
Currently Colleyville rate for 10,000 gals = \$33.76



Residential Rate for 20,000 Gallons of Water and 10,000 Gallons of Wastewater

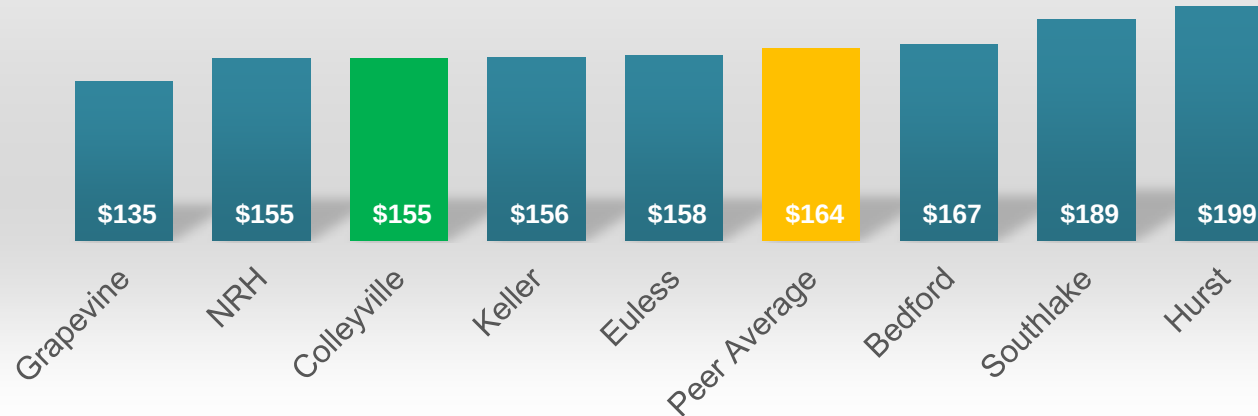
	Combined Rate With Projected TRA Increase Only	Combined Cost with Removal of First 2,000 gals from Base Rate	Difference in Combined Cost with Removal of First 2,000 Gallons from Base Rate
2015	\$ 121.20	\$ 121.20	\$ 0.00
2016	\$ 126.70	\$ 130.24	\$ 3.54
2017	\$ 131.50	\$ 138.76	\$ 7.26
2018	\$ 136.30	\$ 147.45	\$ 11.15
2019	\$ 140.20	\$ 155.40	\$ 15.20

Current Colleyville Rate



Peer Cities Comparison

Combined Cost in 2019 for 20,000 Gallons of Water and 10,000 Gallons of Wastewater with First 2,000 Gallons of both Removed from Base Rate



Assumes non-TRA cities increase rates proportionally to TRA increases
Currently Colleyville Combined Rate is \$121.20



Recommendation 2

- Increase minimum base monthly charge for water meters in excess of 1 1/2"
 - Impacts 3.7% (349) of customers
 - Implemented with equal annual adjustments over four year period



Proposed Base Rate for Meters Greater than 1.5"

Meter Size	Number of Meters	2015	2016	2017	2018	2019
<1.5" Meter	9065	\$ 13.28	\$ 13.55	\$ 13.69	\$ 13.77	\$ 13.77
1.5" Meter	128	\$ 13.28	\$ 15.77	\$ 18.26	\$ 20.75	\$ 23.24
2" Meter	207	\$ 13.28	\$ 20.29	\$ 27.30	\$ 34.30	\$ 41.43
3" Meter	12	\$ 13.28	\$ 33.20	\$ 53.11	\$ 73.03	\$ 92.95
4" Meter	2	\$ 13.28	\$ 51.27	\$ 89.26	\$ 127.25	\$ 165.24

Currently all meter sizes pay the same base rate of \$13.28 per month



Billing for Average Monthly Usage by Meter Size (Water Bill Only)

	Current Rate <1.5" (20,000)*	Proposed Rate <1.5" (20,000)*	Current Rate 1.5" (40,000)*	Proposed Rate 1.5" (40,000)*	Current Rate 2" (50,000)*	Proposed Rate 2" (50,000)*	Current Rate 3" (250,000)*	Proposed Rate 3" (250,000)*	Current Rate 4" (500,000)*	Proposed Rate 4" (500,000)*
2015	\$ 87.44	\$ 87.44	\$186.64	\$186.64	\$244.64	\$ 244.64	\$ 1,516.64	\$ 1,516.64	\$ 3,106.64	\$ 3,106.64
2016	\$ 91.04	\$ 93.10	\$193.84	\$198.12	\$253.64	\$ 262.44	\$ 1,561.64	\$ 1,583.35	\$ 3,196.64	\$ 3,234.27
2017	\$ 93.84	\$ 98.05	\$199.44	\$208.22	\$260.64	\$ 278.46	\$ 1,596.64	\$ 1,640.27	\$ 3,266.64	\$ 3,341.98
2018	\$ 97.84	\$103.47	\$205.84	\$219.26	\$268.64	\$ 295.60	\$ 1,636.64	\$ 1,702.33	\$ 3,346.64	\$ 3,450.65
2019	\$ 99.64	\$108.37	\$211.04	\$229.24	\$275.14	\$ 311.53	\$ 1,669.14	\$ 1,757.05	\$ 3,411.64	\$ 3,562.38

(xx,xxx)* Denotes average monthly usage in gallons



Recommendation 3

- Increase base monthly charge for non-residential wastewater by \$6.00 to be implemented in two \$3.00 increments in 2016 and 2018
 - Impacts 4.5% of customers (425)
 - Colleyville and all peer cities charge for wastewater based on year-round water usage for non-residential customers



Non-Residential Rate for 10,000 Gallons of Wastewater

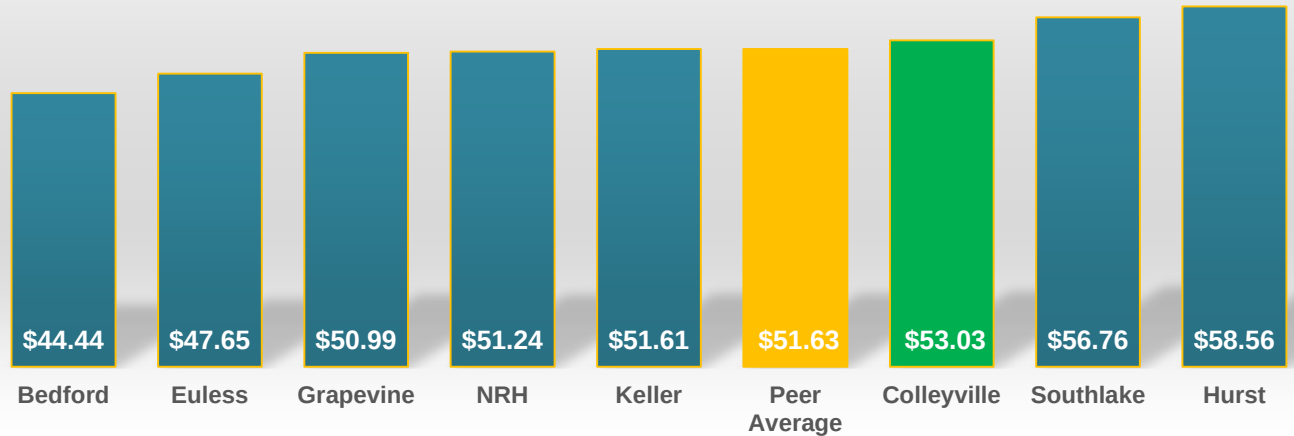
	TRA Projected Increase	Cost per 1000 gals	Current		Proposed		
			Base Rate	Cost per 10,000 Gallons with TRA Projected Rate Increase Only	Proposed New Base Rate	Cost per 10,000 gals with Removal of First 2,000 gals from Base Rate	Difference in Cost for 10,000 gals
2015		\$ 2.95	\$ 10.16	\$ 33.76	\$ 10.16	\$ 33.76	\$ 0.0
2016	\$ 0.19	\$ 3.14	\$ 10.54	\$ 37.14	\$ 13.45	\$ 40.14	\$ 3.00
2017	\$ 0.20	\$ 3.34	\$ 10.94	\$ 40.71	\$ 13.65	\$ 43.71	\$ 3.00
2018	\$ 0.16	\$ 3.50	\$ 11.26	\$ 43.98	\$ 16.73	\$ 49.98	\$ 6.00
2019	\$ 0.13	\$ 3.63	\$ 11.52	\$ 47.03	\$ 16.73	\$ 53.03	\$ 6.00

Current Colleyville Rate



Peer Cities Comparison

Cost in 2019 for 10,000 Gallons of Non-residential Wastewater with \$3.00 per month increase in 2016 and 2018



Assumes non-TRA cities increase rates proportionally to TRA increases
Currently Colleyville rate for 10,000 gals = \$33.76



Impacts of Implementing Recommendations

- Reduces dependency on water sales to adequately fund fixed costs
- More accurately reflects the true cost of service
- Provides revenue for identified CIP projects



Analysis of Fixed and Variable Components (2015)

	Water			Wastewater		
	Fixed	Variable	Total	Personnel	Variable	Total
Personnel	\$ 1,511,113		\$ 1,511,113	\$ 188,411		\$ 188,411
Operating	\$ 710,828	\$ 7,851,514	\$ 8,562,342	\$ 97,156	\$ 1,741,331	\$ 1,838,487
Capital	\$ 200,000		\$ 200,000	\$ 50,000		\$ 50,000
Debt Service	\$ 490,100		\$ 490,100			
Total Expenses	\$ 2,912,041	\$ 7,851,514	\$ 10,763,555	\$ 335,567	\$ 1,741,331	\$ 2,076,898
Current Fixed Cost Recovery (Water and Wastewater Combined)						41%
Combined Fixed Cost Recovery if recommendations are adopted (2019)						89%



Cash Flow Projection

(assumes proposed structure is implemented)

	2015	2016	2017	2018	2019
Gross Revenues from Water and Wastewater Sales	\$ 14,184,706	\$ 15,310,654	\$ 16,347,649	\$ 17,427,644	\$ 17,427,644
O&M Expenses less Debt Service	\$ 12,350,354	\$ 13,017,620	\$ 13,772,453	\$ 14,467,465	\$ 15,069,560
Debt Service	\$ 490,100	\$ 438,390	\$ 431,880	\$ 188,790	\$ 0
1.2 X Debt Coverage Ratio	\$ 588,120	\$ 526,068	\$ 518,256	\$ 226,548	\$ 0
Potentially Available for CIP Projects*	\$ 1,246,232	\$ 1,766,966	\$ 2,056,940	\$ 2,733,630	\$ 3,363,784

* Only includes revenue from water and wastewater sales



Potential Revenue Available for Capital Projects from All Sources

	2015	2016	2017	2018	2019
Water and Wastewater Sales	\$ 1,246,232	\$ 1,766,966	\$ 2,056,940	\$ 2,733,630	\$ 3,363,784
Impact Fees	\$ 979,125	\$ 979,126	\$ 979,125	\$ 979,125	\$ 979,125
Yearly Total	\$ 2,225,357	\$ 2,746,095	\$ 3,036,065	\$ 3,712,755	\$ 4,342,909
Five Year Total	\$16,063,181*				

*Equates to 29% of funding needed for 20 year CIP (\$55 million)



Next Steps

- If approved, prepare new ordinance to adopt the new rate structure
- Develop and execute a public information program to inform customers of the new rate structure and why it is necessary
- Implement new rate structure on December 1, 2015
- Review and update rate structure in five years (2019)





QUESTIONS?

RESOLUTION R-15-3859

**A RESOLUTION ADOPTING THE CITY OF COLLEYVILLE 2014
WATER AND WASTEWATER MASTER PLAN**

WHEREAS, the health and safety of our citizens is an essential function of local government; and

WHEREAS, the delivery of clean water to our residents and businesses and the safe and efficient disposal of wastewater is critical to their health and well-being; and

WHEREAS, adequate and proper maintenance of the water distribution and wastewater collection systems are necessary to ensure uninterrupted delivery of service, and

WHEREAS, the City of Colleyville 2014 Water and Wastewater Master Plan includes a thorough evaluation of the condition of the existing water distribution and wastewater collection systems in the City of Colleyville; and

WHEREAS, the City of Colleyville 2014 Water and Wastewater Master Plan identifies forty-four (44) capital improvement projects which are needed over the next twenty (20) years to ensure reliability of the water distribution and wastewater collection systems.

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

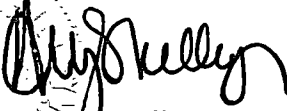
Sec. 1. THAT the City of Colleyville 2014 Water and Wastewater Master Plan, a copy of which is located in the Office of the City Engineer, is hereby adopted.

Sec. 2. THAT the Capital Improvement Projects identified in the 2014 City of Colleyville Water and Wastewater Master Plan will be reviewed annually and considered for inclusion in a rolling Five Year Capital Improvement Plan (CIP) for the City of Colleyville.

AND IT SO RESOLVED.

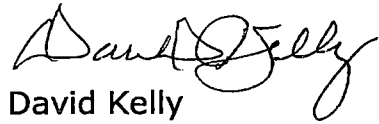
APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS
ON THIS 17TH DAY OF MARCH 2015.

ATTEST:



Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

ORDINANCE O-15-1960

AN ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS AMENDING SECTIONS 3A AND 3B OF THE WATER AND SEWER POLICY AND PROCEDURE MANUAL OF THE CITY OF COLLEYVILLE BY PHASING OUT THE WATER AND SEWERAGE USAGE INCLUDED IN THE BASE RATE OVER A FOUR YEAR PERIOD; BASING THE MINIMUM MONTHLY USE CHARGE FOR WATER ON WATER METER SIZE, AND INCREASING THE MINIMUM BASE RATE FOR SEWERAGE FOR NON-RESIDENTIAL CUSTOMERS BY \$6.00 PER MONTH OVER A THREE YEAR PERIOD, AND PROVIDING 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; 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 Sections 3A and 3B of the Water and Sewer Policy and Procedure Manual of Colleyville, Texas, which is "Appendix A" to Chapter 11 of the Colleyville Code be replaced in their entirety to read as follows:

Sec. A. – Water rates.**(1) For water meter sizes of less than 1.5 inches:**

Effective December 1, 2015, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$13.55
<i>Minimum per month charge for out-of-city customers</i>	\$17.55
Usage:	
1,501 gallons to 20,000 gallons	\$4.30 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$4.86 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.42 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$5.98 per 1,000 gallons
Over 50,000 gallons	\$6.54 per 1,000 gallons

Effective December 1, 2016, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$13.69
<i>Minimum per month charge for out-of-city customers</i>	\$17.69
Usage:	
1,001 gallons to 20,000 gallons	\$4.44 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.00 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.56 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.68 per 1,000 gallons

Effective December 1, 2017, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$13.77
<i>Minimum per month charge for out-of-city customers</i>	\$17.77
Usage:	
501 gallons to 20,000 gallons	\$4.60 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.16 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.72 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.28 per 1,000 gallons
Over 50,000 gallons	\$6.84 per 1,000 gallons

Effective December 1, 2018, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$13.90
<i>Minimum per month charge for out-of-city customers</i>	\$17.90
Usage:	
1 gallon to 20,000 gallons	\$4.73 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.29 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.85 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.41 per 1,000 gallons
Over 50,000 gallons	\$6.97 per 1,000 gallons

(2) For water meter sizes of 1.5 inches

Effective December 1, 2015, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$15.57
<i>Minimum per month charge for out-of-city customers</i>	\$19.57
Usage:	
1,501 gallons to 20,000 gallons	\$4.30 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$4.86 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.42 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$5.98 per 1,000 gallons
Over 50,000 gallons	\$6.54 per 1,000 gallons

Effective December 1, 2016, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$18.26
<i>Minimum per month charge for out-of-city customers</i>	\$22.26
Usage:	
1,001 gallons to 20,000 gallons	\$4.44 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.00 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.56 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.68 per 1,000 gallons

Effective December 1, 2017, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$20.75
<i>Minimum per month charge for out-of-city customers</i>	\$24.75
Usage:	
501 gallons to 20,000 gallons	\$4.60 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.16 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.56 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.68 per 1,000 gallons

Effective December 1, 2018, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$23.24
<i>Minimum per month charge for out-of-city customers</i>	\$27.24
Usage:	
1 gallon to 20,000 gallons	\$4.73 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.29 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.85 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.25 per 1,000 gallons
Over 50,000 gallons	\$6.97 per 1,000 gallons

(3) For water meter sizes of 2 inches

Effective December 1, 2015, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$20.29
<i>Minimum per month charge for out-of-city customers</i>	\$24.29
Usage:	
1,501 gallons to 20,000 gallons	\$4.30 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$4.86 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.42 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$5.98 per 1,000 gallons
Over 50,000 gallons	\$6.54 per 1,000 gallons

Effective December 1, 2016, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$27.30
<i>Minimum per month charge for out-of-city customers</i>	\$31.30
Usage:	
1,001 gallons to 20,000 gallons	\$4.44 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.00 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.56 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.68 per 1,000 gallons

Effective December 1, 2017, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$34.30
<i>Minimum per month charge for out-of-city customers</i>	\$38.30
Usage:	
501 gallons to 20,000 gallons	\$4.60 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.16 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.72 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.84 per 1,000 gallons

Effective December 1, 2018, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$41.43
<i>Minimum per month charge for out-of-city customers</i>	\$45.43
Usage:	
1 gallon to 20,000 gallons	\$4.73 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.29 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.85 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.25 per 1,000 gallons
Over 50,000 gallons	\$6.97 per 1,000 gallons

(4) For water meter sizes of 3 inches

Effective December 1, 2015, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$33.20
<i>Minimum per month charge for out-of-city customers</i>	\$37.20
Usage:	
1,501 gallons to 20,000 gallons	\$4.30 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$4.86 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.42 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$5.98 per 1,000 gallons
Over 50,000 gallons	\$6.54 per 1,000 gallons

Effective December 1, 2016, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$53.11
<i>Minimum per month charge for out-of-city customers</i>	\$57.11
Usage:	
1,001 gallons to 20,000 gallons	\$4.44 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.00 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.56 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.68 per 1,000 gallons

Effective December 1, 2017, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$73.03
<i>Minimum per month charge for out-of-city customers</i>	\$77.03
Usage:	
501 gallons to 20,000 gallons	\$4.60 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.16 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.72 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.28 per 1,000 gallons
Over 50,000 gallons	\$6.84 per 1,000 gallons

Effective December 1, 2018, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$92.95
<i>Minimum per month charge for out-of-city customers</i>	\$17.90
Usage:	
1 gallon to 20,000 gallons	\$4.73 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.29 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.85 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.25 per 1,000 gallons
Over 50,000 gallons	\$6.97 per 1,000 gallons

(5) For water meter sizes of 4 inches

Effective December 1, 2015, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$51.27
<i>Minimum per month charge for out-of-city customers</i>	\$55.27
Usage:	
1,501 gallons to 20,000 gallons	\$4.30 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$4.86 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.42 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$5.98 per 1,000 gallons
Over 50,000 gallons	\$6.54 per 1,000 gallons

Effective December 1, 2016, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$89.26
<i>Minimum per month charge for out-of-city customers</i>	\$93.26
Usage:	
1,001 gallons to 20,000 gallons	\$4.44 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.00 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.56 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.68 per 1,000 gallons

Effective December 1, 2017, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$127.25
<i>Minimum per month charge for out-of-city customers</i>	\$131.25
Usage:	
501 gallons to 20,000 gallons	\$4.60 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.16 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.72 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.12 per 1,000 gallons
Over 50,000 gallons	\$6.84 per 1,000 gallons

Effective December 1, 2018, the following water rates go into effect:

<i>Minimum per month charge for in-city customers</i>	\$165.24
<i>Minimum per month charge for out-of-city customers</i>	\$169.25
Usage:	
1 gallon to 20,000 gallons	\$4.73 per 1,000 gallons
20,001 gallons to 30,000 gallons	\$5.29 per 1,000 gallons
30,001 gallons to 40,000 gallons	\$5.85 per 1,000 gallons
40,001 gallons to 50,000 gallons	\$6.25 per 1,000 gallons
Over 50,000 gallons	\$6.97 per 1,000 gallons

(6) Rates for fire hydrant meters:

The use of fire hydrant meters shall only be allowed within the Colleyville city limits. The use of the fire hydrant meters shall be limited to a period of no more than 90 cumulative calendar days. Under special conditions, a customer may submit a written request to the public works department for use of a fire hydrant meter for a period longer than 90 cumulative calendar days, subject to public works director approval. In considering special condition(s), the public works director shall not consider requests which are necessary to relieve a self-created or personal hardship, failure of performance by a contractor, nor for financial reasons. In considering the customer request, the public works director shall solicit the recommendation of the fire chief and fire marshal in consideration of the request. Further, the public works director shall consider alternative means available to the customer. If special condition(s) are approved by the public works director, in no case shall the meter be used for more than an

additional 30 calendar days. The public works director may provide a written ruling within 15 working days of receipt of the customer's written request.

In the event a request for special condition(s) is denied by the public works director, customer shall, within 14 calendar days, make written appeal to the city manager of the public works director's decision. The city manager shall render a written decision within 30 working days of receipt of the customer's appeal. Such decision by the city manager shall be final and not appealable to the city council.

For purposes of this section, written communication shall be considered communication, which is deposited with the United States Postal Service for delivery.

The user must submit in writing, the location of where the meter will be used and such meter shall be used exclusively at the location on record with the city. For purposes of this section, the use of a meter shall be allowed cumulatively for only one location within an individual subdivision and/or development.

For a period of 90 cumulative calendar days after a meter is returned and read by the city, a user shall not be permitted to check out another meter for use at the same designated location, as defined herein.

The minimum monthly bill for water usage for a fire hydrant meter shall be \$50.00 for the first 2,000 gallons of water used each month and the tier five rate (over 50,000 gallons of usage) shall be charged for all usage in excess of 2,000 gallons. If the cost of water used during any month is less than \$50.00; the minimum charge for that month shall be \$50.00.

The customer shall be in possession of and responsible for the meter. The customer will be responsible for bringing the meter to the public works service center by the 20th of each month for reading. The customer is required to use a proper fire hydrant wrench for operation of the fire hydrant. The customer shall be responsible for any damage and repair, as reasonably determined by the city, to the fire hydrant or the fire hydrant meter by the use of a temporary water meter.

The customer will be required to provide for any backflow device necessary to meet the current city ordinance for protection of the city's drinking water supply.

The City of Colleyville, Tarrant County, and Texas Department of Transportation (TxDOT) shall be exempt from the provisions of this policy.

Sec. B. –Sewer rates.

(1) This schedule of rates per month or fraction thereof shall be the basis for determining charges to all customers for rendering sanitary sewage service, where the sewage produced by such customer is a normal strength wastewater (170 mg/l BOD and 260 mg/l suspended solids) and where such customer is located within the City of Colleyville.

A minimum monthly sewer charge shall be charged to all residential customers as follows:

Effective December 1, 2015	\$ 10.45
Effective December 1, 2016	\$ 10.65
Effective December 1, 2017	\$ 10.73
Effective December 1, 2018	\$ 10.90

A minimum monthly sewer charge shall be charged to all non- residential customers as follows:

Effective December 1, 2015	\$ 13.45
Effective December 1, 2016	\$ 13.65
Effective December 1, 2017	\$ 16.73
Effective December 1, 2018	\$ 16.90

(2) A monthly sewer volume charge shall also be charged to all customers as set forth hereinafter. The sewer volume charge for residential customers will be based upon the individual customer's average monthly water use during the months of December, January and February. Where no preceding winter quarter average is available from records, a volume of 7,000 gallons shall be used for this volume charge.

The monthly charges to commercial and industrial class customers will be based on total water use each month as measured by appropriate meters, with the provision that if a customer can show to the satisfaction of the public works director that a significant portion of the metered water usage does not enter the sanitary sewers, the customer will be charged for only that volume entering the sewers, as determined by a method approved by the director of public works.

Effective December 1, 2015	\$ 3.14 per 1,000 gallons
Effective December 1, 2016	\$ 3.34 per 1,000 gallons
Effective December 1, 2017	\$ 3.50 per 1,000 gallons
Effective December 1, 2018	\$ 3.63 per 1,000 gallons

Sec. 3. THAT the effective date of this Ordinance shall be December 1, 2015.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 16th day of June 2015.

The second reading and public hearing being conducted on the 7th day of July 2015.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelly, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew G.C. Boyle
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 06/16/2015

Number Resolution R-15-3883

Type Resolution

Department City Secretary

Title

Appointing members to the Colleyville Economic Development Corporation (CEDC) Board of Directors

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

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

As the term of Councilmembers Tom Hart and Mike Taylor expired June 2, 2015, it is necessary to appoint two Councilmembers to serve on the CEDC Board for a term consecutive with their term on the City Council.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Colleyville Economic Development Corporation roster
2. Resolution R-15-3833

Colleyville Economic Development Corporation

PRESIDENT

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

DIRECTOR

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

DIRECTOR

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

DIRECTOR

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

GENERAL MANAGER

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

VICE PRESIDENT

Mike Taylor
5209 Coventry Place
Colleyville, TX 76034
H: (817) 267-5407
mtaylor@colleyville.com
TERM: Jun 2014 - May 2015

DIRECTOR

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

DIRECTOR

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

FINANCE MANAGER

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

SECRETARY

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

RESOLUTION R-15-3883

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

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

WHEREAS, two (2) Councilmember's term has expired.

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

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

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS ON THIS THE 16TH DAY OF JUNE 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7b

Agenda Date 06/16/2015

Number Resolution R-15-3884

Type Resolution

Department City Secretary

Title

Appointing a member to the Audit Committee

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

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

This resolution provides for City Council to fill the position held by Councilmember Tom Hart, whose term expired June 2, 2015.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Audit Committee roster
2. Resolution R-15-3884

Audit Committee

Tom Hart

1717 Avondale
Colleyville, TX 76034

H: (817) 540-1171

thart@colleyville.com

TERM: Jun 2012 - May 2015

Chuck Mogged

3002 Edgewood Lane

W: (817) 851-6408

H: (817) 454-7111

cmogged@colleyville.com

TERM: Jun 2013 - May 2016

Chris Putnam

204 White Drive
Colleyville, TX 76034

H: (972) 839-2343

cputnam@colleyville.com

TERM: Jun 2014 - May 2017

RESOLUTION R-15-3884

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

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

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

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

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 16TH DAY OF JUNE 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 06/16/2015

Type Report

Department City Secretary

Title

Planning and Zoning Commission Meeting Minutes - May 11, 2015

Library Board Meeting Minutes - February 9, 2015

Attachments

1. Library Board Meeting Minutes - February 9, 2015
2. Planning and Zoning Commission Meeting Minutes - May 11, 2015



City of Colleyville

Colleyville Library Board

MINUTES

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

Monday, February 9, 2015
6:00 p.m.

Colleyville Public Library
110 Main Street

1. CALL TO ORDER

Chair Thad Bolline called the meeting of the Colleyville Public Library Board to order at 6:01 p.m.

Roll Call

Present Chairperson Thad Bolline, Board members Kay Newton, Victoria Kennedy-Ziegler, Vernon Noronha, Molly Skinner, Billie Tuttle, Charna Logan-Gray, Nancy Andrews, Sue Anne Martinez, Ex-Officio member Nancy Tuuling; Staff: Library and Recreation Director Mary Rodne, Assistant City Manager/Chief Financial Officer Terry Leake, and Administrative Assistant Kristi Isbell; Consultants: Bill Hidell and Aaron Babcock with Hidell Associates Architects

Absent Ex-Officio member Cecilia Monacelli

2. APPROVAL OF MINUTES

October 27, 2014

A motion was made by Charna Logan-Gray and seconded by Billie Tuttle to approve the October 27, 2014 minutes as presented. The motion carried with a unanimous vote.

3. REGULAR AGENDA ITEMS

3a Overview of the 2015 Summer Reading Program

Director Mary Rodne provided a brief overview of the 2015 Summer Reading Program theme, *Read to the Rhythm*, and shared the graphics for the youth, teen, and adult programs. Rodne described the musical themed program and that music elements would be incorporated whenever possible.

3b Update of the planning process for the Colleyville Public Library Long-Range Plan

Aaron Babcock, of Hidell Associates Architects, explained that an online survey would be utilized rather than focus groups, for the new long range plan. Babcock

provided information regarding how the Colleyville Public Library compares to area libraries in relation to program attendance, collection per capita, visits per capita, demographics, and hours of operation. Discussion ensued further about the possibility of shifting library hours, not increasing hours, according to community feedback.

Babcock described how the first floor could be reconfigured, without structural changes, to maximize use of space and meet the changing needs of the community including: one service area, mobile desks, mobile shelving, study spaces and/or seating within the stacks, and better use of natural light. Babcock explained that no major changes, only minor adjustments, are needed on the second floor and that the teen space could be better utilized during school hours (teen “off hours”).

Bill Hidell explained that libraries are becoming a place to create content, not just get content, and access to the technology (i.e. software) is limiting factor for the individual. Babcock added that the library could meet that need by providing the desirable technology.

Molly Skinner questioned the effect of Colleyville’s aging population and how it correlates with the digital collection. Hidell stated that the average digital reader is 45 years of age. Babcock reiterated that the future of digital technology is uncertain, but that it is important to be prepared and flexible. Discussion ensued regarding the role of technology and the survey and how a digital only survey might not provide a broad enough audience for the survey. Babcock stated that there would be both hard copies and digital access to the survey, additional fields for comments, and a max of 15 questions (an answer is not required for every question).

Thad Bolline stated that there is a need to better market library services and that most of the community may not even be aware of the scope of services and products that the library offers. Hidell concurred and reiterated better marketing of library services would be a part of the long-range plan.

Charna Logan-Gray described personal experience noticing that marketing through water bill is effective because it is received and reviewed by every citizen, rather than solely relying on digital survey. Assistant City Manager Terry Leake explained that the water bill insert has been consistently rated, by citizens, as primary method for receiving information,. Leake stated that timing is a critical consideration in using the water bill insert. Leake explained that the City eNews has approx 1500 recipients, whereas the water bill reaches 8000 households.

Babcock explained that the next step is to finalize the community survey using additional data from City’s GIS dept and obtaining appropriate City approvals. Babcock stated that the survey should be available for June board meeting. Rodne explained the need to have plan finalized within this fiscal year to certify accordingly with the state.

3c Discussion of items for future agendas

Board members did not present additional items for future agendas. The next meeting was tentatively set for April 13, 2015.

4. REPORTS**4a Librarian's Report****Monthly Statistics:**

Director Mary Rodne provided an overview of the statistics for the months of September 2014 through January 2015. Rodne noted that volunteers had logged about 356 hours this fiscal year.

Donation:

Rodne reported the Library had received a donation through the Friends of the Colleyville Public Library from Whole Foods for \$1607.60 in September 2014 in addition to a \$50 memorial donation from the Colleyville Garden Club. Rodne stated that over \$12,000.00 in donations have been received in this fiscal year, October 2014 through January 2015. Rodne highlighted donations received from the Colleyville Lions Club, Friends of the Colleyville Public Library, book club donations, various patron donations, Microsoft matching donations, and the Glaser Family Foundation donation of \$10,000.00 in support of the Summer Reading Program.

Library Programs:

Director Rodne stated that the Winter/Spring session had begun and that most story times were at capacity, with only a few openings in the classes.

4b Friends of the Colleyville Public Library Report

President Nancy Tuuling also noted the Friends donation of approximately \$1800.00 for a new high capacity popcorn machine and that it was used, with great success, at the City's Tree Lighting Celebration selling over 500 bags of popcorn at that event as a fundraiser. Tuuling stated that the Friends participated in the City's Community Tree display (and won the Best Theme award) and also participated in the annual State of the City event. Tuuling explained a Friends Book Sale was being planned for this year, but that the date had not been determined. Tuuling, further explained, that the Friends Board had recently approved a donation to the Library to purchase snap circuit kits for new youth programming which was scheduled to begin this summer.

4c Colleyville Public Library Foundation Report

Mary Rodne reported on behalf of the Library Foundation that, due to scheduling conflicts, the Foundation had not met.

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

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

6. ADJOURNMENT

A motion was made by Kay Newton and seconded by Molly Skinner to adjourn the meeting of the Colleyville Library Board at 7:19 p.m. **The motion was approved unanimously.**

APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 8th DAY OF June 2015.

Minutes taken and prepared by:

Kristi Isbell

Kristi Isbell
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, May 11, 2015

City Council Chambers

CALL MEETING TO ORDER

The Planning and Zoning Commission meeting of the City of Colleyville was called to order by Chairman Byerly on May 11, 2015 at 7:00 p.m.

Roll Call

Present: Commissioners Larry Knox, Carel Tornes, David Wheelwright, Jim Gotcher, Don Davis, David Phelps, and Jeff Byerly

Staff Present: Abra Nusser, Chris Fuller, Adam Marsh, Taci Wrisley, Patia Boomsma, Rob McKeown, Marty Wieder, and Matt Butler (City Attorney)

1. APPROVAL OF MINUTES

Commissioner Knox made a motion to approve the minutes as corrected. Commissioner Tornes seconded.

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

Aye: 7 – Knox, Tornes, Wheelwright, Gotcher, Davis, Phelps, and Byerly

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

Chairman Byerly moved this item from Item Number 3 to Item Number 2.

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

3. REGULAR AGENDA ITEMS – At the advice of Matt Butler, city attorney, Items 2a and 2b were heard as Public Hearing Items.

2a Consideration of a replat of Lot 1, Block 1, of the Brighton Oaks Addition, located at 2600 Sherwood Lane, Case PC15-010

Patia Boomsma presented the case and briefed the Commission.

Commissioner Gotcher questioned staff regarding the sidewalk

requirements. Adam March replied all new development requires a sidewalk be constructed regardless of the location. He further explained the property owner has three (3) options: 1. Build the sidewalk 2. Request to escrow funds or 3. Request a waiver from City Council.

Commissioner Tornes questioned staff regarding whether the Brighton Oaks Addition was ever zoned as a Planned Unit Development – Residential (PUD-R). Patia Boomsma replied no, it is straight zoned R20-Single Family Residential.

Commissioner Tornes questioned staff regarding whether the applicant would be required to meet all city and federal requirements when developing and building on the subject properties. Adam Marsh replied yes. He explained the applicant would be required to provide a drainage study to show the new development would not have a negative impact on neighboring properties.

Chairman Byerly questioned Matt Butler regarding why the replat was being heard as a public hearing agenda item versus a regular agenda item. Matt Butler replied the Legislature says if a plat meets all of the requirements of the Texas Local Government Code, the plat has to be approved. He further explained due to this case being a residential replat, a public hearing is required.

Commissioner Phelps questioned Matt Butler regarding whether the same rules would apply if the applicant were asking for a waiver on the plat. Matt Butler replied if a waiver were being requested, the commission would have the ability to deny the plat.

The public hearing was opened at 7:13 p.m.

David Duecaster, the property owner, came forward and briefed the Commission.

Commissioner Gotcher questioned Mr. Duecaster regarding the intent for the lots. Mr. Duecaster replied the intent is to build his own residence on Lot 1R-A and to eventually sell Lot 1R-B.

Commissioner Gotcher questioned Mr. Duecaster regarding why he did not allow the City to clean the creek all the way down Jackson Road, several years back. Mr. Duecaster replied he originally accepted the offer but withdrew his acceptance when he discovered the City was requiring him to sign over a 35 foot easement on each side of the property. He further explained that their building plans at

the time could not accommodate the new proposed easements.

Discussion continued regarding drainage concerns.

Commissioner Phelps questioned Mr. Duecaster regarding his explanation of the upper and lower lot. Mr. Duecaster explained when he used the terms upper and lower, he was referring to elevation. He further explained Lot 1R-A was being referred to as the upper lot and Lot 1R-B was being referred to as the lower lot.

Commissioner Tornes questioned Mr. Duecaster regarding whether there were plans to build on Lot 1R-B. Mr. Duecaster replied he has no plans to build on it himself and that he hopes to sell it.

Discussion occurred regarding drainage flow.

Brad Haga, 4100 Spring Hollow Street, came forward and spoke in opposition with regard to drainage concerns.

Rod Wernicke, 4208 Allendale Street, came forward and spoke in opposition with regard to drainage concerns.

Pat Gibson, 2604 Sherwood Lane, came forward and spoke in opposition with regard to drainage concerns.

Linda Collins, 2705 Sherwood Lane, came forward and spoke in opposition with regard to drainage concerns.

Gary Borofsky, 2609 Sherwood Lane, came forward and spoke in opposition with regard to drainage concerns.

Teri Fay, 2905 Hickory Hill Lane, came forward and spoke in opposition with regard to drainage concerns.

Lakshmi Nair, 4120 Jackson Road, came forward on behalf of her mother and spoke in opposition with regard to drainage concerns.

The following wished to record their opposition but did not wish to speak:

Mike Tatum, 4100 Allendale Street
Joey Cutrona, 3005 Sherwood Lane
Raymond De Forz, 2912 Hickory Hill Lane
John Muller, 2804 Sherwood Lane
Sandra Muller, 2804 Sherwood Lane

and
Julia White, 2904 Hickory Hill Lane

David Duecaster, property owner, and Nick Avila, the builder, wished to record their support.

There being no one else wishing to speak, the public hearing was closed at 7:47 p.m.

Nick Avila, the builder, came forward to address comments and concerns.

Commissioner Phelps questioned Mr. Avila regarding the development and marketing potential of Lot 1R-B. Mr. Avila replied it is unknown what will be done with Lot 1R-B if the property is sold. He further explained there is sufficient room to construct a single family residence if a buyer chose to do so.

Discussion continued regarding Lot 1R-B and future development.

Commissioner Phelps questioned staff regarding whether exceptions were made to property owners of undevelopable properties. Patia Boomsma replied Lot 1R-B is not undevelopable, however, it will be a challenge to develop. She further explained no exceptions or accommodations are made in this situation.

Discussion continued regarding development in the 100-Year Flood Plain.

Chairman Byerly questioned staff regarding how the maintenance of the creek would be addressed. Adam Marsh replied staff would need to do some research to see if an approved grading plan was being adhered to, if one was submitted with the original subdivision.

Commissioner Tornes questioned staff regarding whether public notices would be sent out when or if Lot 1R-B is to be developed. Adam Marsh replied no.

Commissioner Wheelwright questioned staff regarding whether construction on either lot would prompt the City to look at the drainage flow under Jackson Road. Adam Marsh replied no.

Chairman Byerly questioned Matt Butler regarding whether the City could change the Land Development Code in order to notify property owners downstream of a proposed development. Matt Butler replied

it would be discretionary but could be done if the City wished to do so.

Chairman Byerly encouraged the applicant to look into offering Lot 1R-B to the City as parkland.

Chairman Byerly made a motion to approve Case PC15-010. Commissioner Phelps seconded the motion.

The motion to approve Case PC15-010 carried by the following vote:

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

Nay: 1 – Gotcher

- 2b** Consideration of a replat of Lots 1 and 2, Block 2 of the Andy Felps Addition, located at 120 Acuff Lane, Case PC15-005

Chairman Byerly recused himself from this case and vice-chairman, David Phelps, led the Commission.

Patia Boomsma presented the case and briefed the Commission.

The public hearing was opened at 8:08 p.m.

Brad Eubanks, on behalf of the applicant, came forward to answer Commission questions.

Commissioner Phelps questioned Mr. Eubanks regarding what the use of the residential structure was today. Mr. Eubanks replied it is an office for Elite Wireless.

There being no one else wishing to speak, the public hearing was closed at 8:10 p.m.

Commissioner Tornes made a motion to approve Case PC15-005. Commissioner Davis seconded.

The motion to approve Case PC15-010 carried by the following vote:

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

4. PUBLIC HEARING AGENDA ITEMS

- 4a** Consideration of a zoning change from the R40 – Single Family Residential zoning district to the R20 – Single Family Residential zoning district on Abstract 1248, of the Thomas J. Polson Survey, located at 508 Black Drive, Case ZC15-008

Patia Boomsma presented the case and briefed the Commission.

Commissioner Tornes questioned staff regarding why the adjacent lots were zoned R20-Single Family Residential but were surrounded by commercial and R40-Single Family Residential. Patia Boomsma replied she was unsure but staff would do more research to determine the circumstances surrounding the zoning of those lots.

Commissioner Phelps questioned staff regarding the minimum lot width for R40-Single Family Residential and did the lots in the general area appear to meet those requirements. Patia Boomsma replied the minimum lot width for R40-Single Family Residential is 150 feet. She further explained the lots in the general area did appear to meet the R40-Single Family Residential requirements with the exception of the lot just to the west of the subject property.

Commissioner Phelps questioned staff regarding whether the property to the north has a point of access other than Ford Drive and was it considered a flag lot. Patia Boomsma replied they do not have another point of access and it is considered a flag lot.

Commissioner Wheelwright questioned staff regarding whether Ford Drive was included as part of 508 Black Drive and would they be required to improve Ford Drive. Patia Boomsma replied Ford Drive is a private access easement and access must be provided to this easement. She further explained the property owner would not be required to improve Ford Drive.

Commissioner Tornes questioned staff regarding whether Ford Drive was a city maintained road. Patia Boomsma replied no, it is not.

Commissioner Phelps questioned staff regarding who would be responsible for providing adequate access to the flag lot. Adam Marsh replied the flag lot would be responsible.

Commissioner Tornes questioned staff regarding whether 508 Black Drive could remove the private access easement. Patia Boomsma replied a replat could be submitted for consideration by the Planning and Zoning Commission to remove the easement.

The public hearing was opened at 8:19 p.m.

Ron and Lori Cimonetti, the applicants, came forward and briefed the Commission.

There being no one else wishing to speak, the public hearing was closed at 8:20 p.m.

Commissioner Phelps questioned Mr. Cimonetti regarding the irregular property line and the single family structure that exists today. Mr. Cimonetti replied the existing house would eventually be demolished and the irregular property line would remain. Mr. Cimonetti further explained both proposed lots would front on Black Drive.

Commissioner Knox made a motion to approve Case ZC15-008. Commissioner Phelps seconded.

The motion to approve Case ZC15-008 carried by the following vote:

Aye: 7 – Knox, Tornes, Wheelwright, Gotcher, Davis, Phelps, and Byerly

- 4b** Consideration of a zoning change from the CN – Neighborhood Commercial zoning district to the CPO – Professional Office zoning district on Lots 1-4, Block 1, of the C-D Subdivision, located at 6513 Colleyville Boulevard, Case ZC15-009

Patia Boomsma presented the case and briefed the Commission.

Commissioner Tornes questioned staff regarding whether retail is a viable option for the subject properties given the adjacent uses. Patia Boomsma replied the Future Land Use Plan designates the subject properties as retail.

The public hearing was opened at 8:29 p.m.

Terry Cunningham, the architect for the proposed development, and Ken Green, the applicant, came forward and briefed the Commission.

Commissioner Phelps questioned Mr. Green regarding prospective tenants for the proposed development. Mr. Green replied Lighthouse Family Medicine would be occupying the first building and an attorney would be leasing a suite on the second building, both are current tenants of another of his properties just across Colleyville Boulevard. He further explained the rest of the suites in the second building have

not yet been leased.

Commissioner Phelps questioned Mr. Green regarding whether he would have any issues leasing the spaces where Lighthouse Family Medicine and the attorney currently are located and is retail allowed in those spaces. Mr. Green replied they usually have good luck with this location due the building being located next to the Chamber of Commerce. He further explained retail uses are allowed in this location.

Commissioner Tornes questioned Mr. Green regarding how he was marketing the remaining lease spaces. Mr. Green replied he has reached out and sent letters to neighboring businesses and existing clients to generate interest.

Commissioner Wheelwright questioned Mr. Cunningham regarding the architectural look of the building. Mr. Cunningham replied the building will be mostly stone and brick with some metal architectural features, such as a rounded entry for Lighthouse Family Medicine.

There being no one else wishing to speak, the public hearing was closed at 8:34 p.m.

Commissioner Phelps questioned Marty Weider regarding his opinion of the proposed development. Marty Weider replied he believes this would be a great opportunity for this location. He further explained due to the lack of a signal at this corner, a higher traffic generating use would not be ideal. He also added while the proposed uses would not generate sales tax for the City, it would generate more daytime population.

Commissioner Wheelwright questioned Marty Weider regarding whether the widening of Colleyville Boulevard would help retail thrive at the proposed location. Marty Weider replied he believes it would make it more difficult due to a median being in the center of Colleyville Boulevard.

Commissioner Tornes questioned Marty Weider regarding the potential to lease the spaces across Colleyville Boulevard, where Lighthouse Family Medicine and the attorney would be vacating, to a retail tenant. Marty Weider replied while it is a possibility, the uses may not be sole retail uses.

Discussion continued regarding potential uses in the area.

Commissioner Gotcher made a motion to approve Case ZC15-009. Commissioner Davis seconded.

Commissioner Knox stated he believes the proposed development would be a great addition to Colleyville Boulevard.

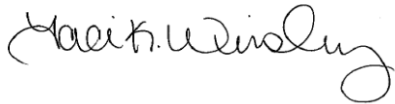
The motion to approve Case ZC15-009 carried by the following vote:

Aye: 7 – Knox, Tornos, Wheelwright, Gotcher, Davis, Phelps, and Byerly

5. ADJOURNMENT

The meeting adjourned at 8:41 p.m.

The minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on June 8, 2015 by a vote of 6-0.



City of Colleyville City Council Agenda Briefing

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

Agenda Number
Type Report
Department Finance

Agenda Date 06/16/2015

Number

Title

Monthly Financial Report - May 2015

Explanation

General Fund

The percentage of current year taxes collected is slightly behind the percentage collected for May 2014. It is anticipated that the budgeted 99.5% collection rate will be achieved. For the month of May, General Fund sales tax is down 0.36% (-\$1,267) from revenues reported for the same time period last year. Year to date General Fund sales tax is up 6.08% (\$96,513). This is the first month sales tax has been down since March 2014, and May is a quarterly allocation month.

The annual electric franchise payment received from Oncor Electric exceeded budgeted projections by 5%, due to higher customer usage. The payment received by Atmos for gas usage exceeded budgeted projections by 47%. This increase can be attributed to higher customer usage, due to colder temperatures during the winter months.

The amount received for the quarterly Mixed Beverage Tax allocation in April was \$25,673, which is slightly less than the amount received in April 2014. Year to date, total allocations have exceeded budgeted projections and the amount received last 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.

Nineteen new residential building permits were issued in May compared to five that were issued in May 2014. Revenues received for licenses and permits exceed current year projections by over 41% year to date. The majority of this increase is attributable to building permit revenues, which includes an additional 41 new residential building permits issued over the same time period last year.

Ambulance collections are ahead of budgeted projections by 2.73%. Engineering and Inspection revenues have exceeded budgeted projections already this fiscal year due to the development plan review and inspection fees received for development projects such as Creekside, The Legacy, and The Reserve. Colleyville Center revenues are slightly behind budgeted projections for this fiscal year but are ahead of last year collections by almost 4%. As a point of reference, all Saturday reservations are booked until mid-September at Colleyville Center and business rentals during the week are up

4% over the same time period last year.

The average amount expended by the General Fund departments at the end of May is 57.08% of the total appropriation versus 59.55%, which was projected to be spent.

Utility Fund

Water usage decreased 5.48% as compared to the amount sold through May 2014. This decrease is due to a significant increase of rainfall when compared to the same time period last fiscal year. This increase in rainfall has caused a decline in water usage over the past four months. The average amount expended by the Utility Fund departments at the end of May was 43.89% of the total appropriation, versus 51.41%, which was projected to be spent.

MONTHLY FINANCIAL REPORT - MAY 2015

GENERAL FUND		RECEIVED	PROJECTED	RECEIPT VS	RECEIVED	PERCENT
REVENUE SOURCE	FY 2015	AS OF	AS OF	PROJECTED	AS OF	CHANGE OVER
	BUDGET	5/31/2015	5/31/2015	INCR (DECR)	5/31/2014	PRIOR YEAR
Current Taxes	\$12,441,254	\$12,293,188	\$12,317,746	-0.20%	\$11,486,280	7.02%
Delinquent Taxes	70,000	12,346	17,500	-29.45%	42,406	-70.89%
Penalty & Interest	55,000	37,341	30,250	23.44%	47,740	-21.78%
TOTAL AD VALOREM TAXES	\$12,566,254	\$12,342,875	\$12,365,496	-0.18%	\$11,576,425	6.62%
Oncor Electric	\$860,000	\$903,390	\$860,000	5.05%	\$893,973	1.05%
Tri-County Electric	105,000	126,855	105,000	20.81%	105,326	20.44%
Atmos Gas	305,000	449,640	305,000	47.42%	354,663	26.78%
AT&T	78,000	54,012	58,500	-7.67%	57,560	-6.16%
Verizon/Others	70,000	62,702	52,500	19.43%	68,629	-8.64%
Refuse/Recycling	146,000	103,310	104,691	-1.32%	104,547	-1.18%
Cable TV	430,000	392,173	286,667	36.80%	364,091	7.71%
TOTAL FRANCHISE TAXES	\$1,994,000	\$2,092,082	\$1,772,357	18.04%	\$1,948,790	7.35%
Sales Tax	\$3,200,000	\$1,682,938	1,693,759	-0.64%	\$1,586,424	6.08%
Mixed Beverage Tax	70,000	80,820	52,500	53.94%	71,628	12.83%
TOTAL SALES TAX	\$3,270,000	\$1,763,758	\$1,746,259	1.00%	\$1,658,052	6.38%
Building	\$558,000	\$534,561	\$372,000	43.70%	\$481,712	10.97%
Plumbing	50,000	42,588	33,333	27.76%	44,576	-4.46%
Mechanical	30,000	25,425	20,000	27.13%	27,355	-7.05%
Electrical	45,000	36,952	30,000	23.17%	38,968	-5.18%
City License	40,000	30,385	26,667	13.94%	33,180	-8.42%
Building Plan Review Fee	100,000	100,828	66,667	51.24%	114,366	-11.84%
New Business	4,000	2,867	2,667	7.51%	2,961	-3.17%
Sign Permit	6,000	6,275	4,000	56.88%	8,475	-25.96%
Fence Permit	4,000	7,275	2,667	172.81%	7,975	-8.78%
Fire Permits	6,500	9,390	4,333	116.69%	6,050	55.21%
Irrigation Permit	13,000	11,081	8,667	27.85%	9,711	14.10%
TOTAL LICENSES & PERMITS	\$856,500	\$807,626	\$571,000	41.44%	\$775,330	4.17%
Fines	\$735,000	\$594,699	\$490,000	21.37%	\$514,666	15.55%
Alarm Fees	52,788	40,859	35,192	16.10%	36,063	13.30%
Library Fines	22,500	14,538	15,000	-3.08%	15,087	-3.64%
TOTAL FINES	\$810,288	\$650,096	\$540,192	20.35%	\$565,815	14.90%

MONTHLY FINANCIAL REPORT - MAY 2015

REVENUE SOURCE	FY 2015 BUDGET	RECEIVED AS OF 5/31/2015	PROJECTED AS OF 5/31/2015	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 5/31/2014	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$7,500	\$8,669	\$5,000	73.37%	\$7,367	17.67%
Plat Fee/Site Plan	5,000	6,708	3,333	101.23%	12,250	-45.24%
Board of Adjustment	1,250	4,025	833	383.00%	22,552	-82.15%
Sale of Material	100	20	67	-70.00%	513	-96.10%
Weed Mowing	6,500	4,051	4,333	-6.52%	27,660	-85.36%
Ambulance	300,000	205,452	200,000	2.73%	251,828	-18.42%
Recreation Program	160,000	100,949	106,667	-5.36%	117,689	-14.22%
Non-Resident Fee Parks	35,000	40,415	35,000	15.47%	33,670	20.03%
Field Use Charge	21,000	24,295	21,000	15.69%	21,665	12.14%
Engineering & Inspection	100,000	234,808	66,667	252.21%	165,889	41.54%
Colleyville Center Rental	257,250	156,602	157,712	-0.70%	150,666	3.94%
Lot Drainage Insp Fee	13,000	14,625	8,667	68.75%	9,750	50.00%
TOTAL CHARGES FOR SERVICE	\$906,600	\$800,618	\$609,279	31.40%	\$821,499	-2.54%
SRO Officer Reimb	\$94,282	\$94,282	\$94,282	0.00%	\$94,282	0.00%
Keller Court	217,697	115,705	115,705	0.00%	112,958	2.43%
TOTAL INTERGOVERNMENTAL	\$311,979	\$209,987	\$209,987	0.00%	\$207,240	1.33%
Sale of Surplus Property	\$5,000	\$3,798	\$3,333	13.93%	\$13,801	-72.48%
Interest Income	35,000	16,643	23,333	-28.67%	6,576	153.10%
Miscellaneous	55,000	56,002	36,667	52.73%	48,270	16.02%
Use of Available Cash	1,000,000	0	0	0.00%	0	0.00%
Other Financing Source	0	0	0	0.00%	831,155	-100.00%
Antenna Lease	70,040	55,709	54,883	1.50%	52,936	5.24%
TOTAL MISCELLANEOUS	\$1,165,040	\$132,151	\$118,216	11.79%	\$952,737	-86.13%
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	\$18,799,191	\$17,932,786	4.83%	\$18,505,888	1.58%

MONTHLY FINANCIAL REPORT - MAY 2015

	FY 2015 BUDGET	THROUGH 5/31/2015	THROUGH 5/31/2014	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.5%	98.22%	98.56%	-0.34%	-0.34%
RESIDENTIAL BLDG PERMITS	118	113	72	41	56.94%
COMMERCIAL BLDG PERMITS	6	7	5	2	40.00%
CITATIONS ISSUED	11,500	6,837	6,860	(23)	-0.34%

GENERAL FUND EXPENSES

	FY 2015 BUDGET	EXPENDED THROUGH 5/31/2015	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	\$188,506	\$106,414	\$125,671	56.45%	\$82,092
City Manager	606,286	403,345	404,191	66.53%	202,941
City Secretary	209,919	137,567	139,946	65.53%	72,352
Finance	407,827	267,176	271,885	65.51%	140,651
Legal	130,460	112,295	86,973	86.08%	18,165
Engineering	380,608	306,173	309,239	80.44%	74,435
Economic Development	302,995	176,057	201,997	58.11%	126,939
Building Inspection	281,134	179,915	187,423	64.00%	101,219
Community Development	349,709	237,738	238,139	67.98%	111,971
Fire	4,568,006	3,043,542	3,045,337	66.63%	1,524,464
Police	4,408,293	3,013,450	3,018,862	68.36%	1,394,843
Parks	1,300,258	681,051	716,839	52.38%	619,207
Recreation	357,823	163,261	168,549	45.63%	194,562
Street Maintenance	4,083,178	1,457,699	1,722,119	35.70%	2,625,479
Library	724,124	444,775	482,749	61.42%	279,349
Communications	168,267	93,078	99,178	55.32%	75,189
Colleyville Center	358,155	202,005	213,770	56.40%	156,150
Human Resources	274,930	103,069	113,287	37.49%	171,861
Municipal Court	399,733	239,616	266,489	59.94%	160,117
Fleet Services	232,003	135,190	154,669	58.27%	96,813
Facility Services	518,004	293,341	345,336	56.63%	224,663
Information Services	1,126,415	831,198	832,943	73.79%	295,217
Non Departmental	925,160	517,189	566,773	55.90%	407,971
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	\$13,145,144	\$13,712,362	57.08%	\$9,883,074

MONTHLY FINANCIAL REPORT - MAY 2015

UTILITY FUND						
REVENUE SOURCE	FY 2015 BUDGET	RECEIVED AS OF 5/31/2015	PROJECTED AS OF 5/31/2015	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 5/31/2014	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$11,014,359	\$5,111,050	\$5,898,052	-13.34%	\$5,043,943	1.33%
Sewer Sales	3,745,247	2,250,876	2,496,831	-9.85%	2,349,243	-4.19%
Sewer Installation	7,000	11,200	4,667	140.00%	7,100	57.75%
Water Installation	21,000	25,981	14,000	85.58%	22,680	14.55%
Sewer Tie-on Charges	5,000	0	0	0.00%	3,000	-100.00%
Engineering Charges	5,000	105,051	3,333	3051.53%	89,058	17.96%
Penalties	218,543	116,040	145,695	-20.35%	127,775	-9.18%
Miscellaneous	13,000	14,182	8,667	63.64%	10,424	36.05%
TOTAL OPERATING INCOME	\$15,029,149	\$7,634,381	\$8,571,245	-10.93%	\$7,653,223	-0.25%
Interest Income	\$20,300	\$9,591	\$10,150	-5.51%	\$8,713	10.08%
TOTAL NON-OPERATING INCOME	\$20,300	\$9,591	\$10,150	-5.51%	\$8,713	10.08%
TOTAL INCOME	\$15,049,449	\$7,643,972	\$8,581,395	-10.92%	\$7,661,936	-0.23%

	THROUGH 5/31/2015	THROUGH 5/31/2014	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	1,062,493,400	1,124,085,500	(61,592,100)	-5.48%
NUMBER OF WATER CUSTOMERS	9,592	9,467	125	1.32%

UTILITY FUND EXPENSES					
	FY 2015 BUDGET	EXPENDED THROUGH 5/31/2015	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	\$381,081	\$233,357	\$254,054	61.24%	\$147,724
Operations	10,546,206	4,582,015	5,530,804	43.45%	5,964,191
Utility Support	1,101,132	732,340	734,088	66.51%	368,792
Non-Departmental	305,133	120,905	203,422	39.62%	184,228
Debt Service	490,100	477,925	477,925	97.52%	12,175
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	\$6,146,543	\$7,200,293	43.89%	\$7,859,097

RESOLUTION R-15-3885

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
JUNE 16, 2015**

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 16TH DAY OF JUNE 2015.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor