



# City of Colleyville

## Park Land Dedication Committee Agenda

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

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Monday, October 12, 2015  
5:30 p.m.

Colleyville Public Library  
110 Main Street – 2<sup>nd</sup> Floor

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**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES**

October 1, 2014

**3. REGULAR AGENDA ITEMS**

**3a** Approval to use Park Land Dedication Fund monies to reimburse the Tax Increment Financing Fund for the acquisition of the real property located at 7100 Colleyville Boulevard

**3b** Approval to use Park Land Dedication Fund monies for the construction of the Cotton Belt Trail - Phase III project

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

**5. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, October 9, 2015 by 5:00 p.m.

Rylee Truckenmiller  
Administrative Support Specialist

*A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance at this meeting.*

*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 Administrative Assistant at least 48 hours in advance at 817.503.1180, and reasonable accommodations will be made to assist you.*



# City of Colleyville

## Park Land Dedication Committee Minutes

City Hall  
100 Main Street  
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Wednesday, October 1, 2014  
6:00 p.m.

Colleyville Public Library  
110 Main Street - 2<sup>nd</sup> Floor

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### 1. CALL TO ORDER

Assistant City Manager/Chief Financial Officer Terry Leake called the meeting of the Park Land Dedication Committee to order at 6:55 p.m.

### Roll Call

**Present:** Suzanne Hughes, Carel Tornes, and David Wheelwright; Staff present: Assistant City Manager/Chief Financial Officer Terry Leake, Parks Manager James Hubbard, and Administrative Assistant Kathy Moore

**Absent:** Leti Carson

### 2. APPROVAL OF MINUTES

July 28, 2014

A motion was made by Carel Tornes and seconded by Suzanne Hughes to approve the July 28, 2014 meeting minutes as presented. The motion carried with a unanimous vote.

### 3. REGULAR AGENDA ITEMS

**3a** Discussion and consideration of approval to use Park Land Dedication Fund monies for the acquisition of park land and amenities to be included in the Cotton Belt Trail Phase III project

Assistant City Manager/Chief Financial Officer Terry Leake gave a brief overview on the Cotton Belt Trail project; stating that as part of the SH 26 Phase I reconstruction project, a portion of the Longwood property was acquired by TxDOT as right-of-way for the project. Additionally, she added that in order to meet the provisions of the grant for the land acquired by TxDOT, the City is seeking to acquire property to enhance the Cotton Belt Trail Phase III project, which is being built in conjunction with the SH 26 Phase I reconstruction project.

Terry Leake stated that staff is seeking approval from the Board to use up to \$150,000 from Park Land Dedication Fund monies for the acquisition of park land and amenities to be included in the Cotton Belt Trail Phase III project.

Discussion ensued concerning the location of the property to be acquired for the Cotton Belt Trail project and the types of amenities to be included in the project. Carel Tornes made a motion to approve the use of up to \$150,000 from the Park Land Dedication Fund monies for the acquisition of park land and amenities for the Cotton Belt Trail Phase III project. Suzanne Hughes seconded the motion. The motion carried with a unanimous vote.

#### **4. REPORTS**

No Reports were presented.

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

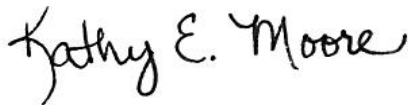
There were no citizen's comments/presentations regarding items not on the agenda.

#### **6. ADJOURNMENT**

Suzanne Hughes moved to adjourn the meeting, and Carel Tornes seconded the motion. The meeting of the Park Land Dedication Committee was adjourned at 7:01 p.m.

*APPROVED BY A VOTE OF \_\_\_\_ AYES, \_\_\_\_ NAYS, AND \_\_\_\_ ABSTENTIONS ON THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2015.*

Minutes taken and prepared by:



Kathy Moore  
Administrative Secretary



# City of Colleyville Park Land Dedication Committee Agenda Briefing

City Hall  
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[www.colleyville.com](http://www.colleyville.com)

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|                                        |                               |               |
|----------------------------------------|-------------------------------|---------------|
| <b>Agenda Number</b> 3a                | <b>Agenda Date</b> 10/12/2015 | <b>Number</b> |
| <b>Type</b> Regular Agenda Items       |                               |               |
| <b>Department</b> Parks and Recreation |                               |               |
| <b>Title</b>                           |                               |               |

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Approval to use Park Land Dedication Fund monies to reimburse the Tax Increment Financing Fund for the acquisition of the real property located at 7100 Colleyville Boulevard

## Strategy Map Connection

### Explanation

At the meeting on June 2, 2015 the City Council approved attached Resolution R-15-3877 approving the acquisition of real property located at 7100 Colleyville Boulevard, seen in the attached property acquisition exhibit, for public purposes to include parks and trail uses. The purchase price for the property was \$479,052 including closing costs, which had been determined to be a fair market value for the tract.

Per Resolution R-15-3877 funding for the acquisition of the real property are \$84,450 from the proceeds from the acquisition of property by TxDOT for the State Highway 26 project, Park Land Dedication Funds in the amount of \$150,000, as approved and recommended by the Parks and Recreation Advisory Board and the Park Land Dedication Committee at their respective meetings held on October 1, 2014 and \$244,602 from the Tax Increment Financing District 1 project plan category of Trails and Public Amenities.

Staff is seeking a recommendation to utilize Park Land Dedication Fund monies in an amount not to exceed \$244,602 to reimburse the Tax Increment Financing Fund per the Resolution R-15-3877. This is an allowable expenditure of fees as the acquired property is being held as park land, and is intended to be the site of future park improvements to include the Cotton Belt Trail – Phase III connection. Additionally, it was the intent of the City Council that the Tax Increment Financing Fund be reimbursed by the more restrictive Park Land Dedication Fund, which allows the Tax Increment Financing Fund to be used for other planned capital improvement projects.

Per the attached financial status, as of September 30, 2015, the Park Land Dedication Fund has an unencumbered balance of \$1,809,555.

## Attachments

1. Resolution R-15-3877
2. Property Acquisition Exhibit
3. Financial Status of the Park Land Dedication Fund as of September 30, 2015

## **RESOLUTION R-15-3877**

### **A RESOLUTION APPROVING THE ACQUISITION OF REAL PROPERTY LOCATED AT 7100 COLLEYVILLE BOULEVARD**

**WHEREAS,** the City hereby declares a public purpose in acquiring additional real estate for public purposes, including but not limited to parks and trail uses; and

**WHEREAS,** the City has examined and explored the value of the property at 7100 Colleyville Boulevard (hereinafter the "Property"), and has determined that the fair market value for that tract is \$479,052; and

**WHEREAS,** by the adoption of this Resolution, the City Council determines that the proposed purchase price represents the fair market value of the Property; and

**WHEREAS,** the City hereby determines that the passage of this Resolution is in the best interests of the health, safety, and welfare of the public.

**WHEREAS,** all legal prerequisites for the approval of this Resolution have been met, including but not limited to the Open Meetings Act.

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

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

Sec. 2. THAT the City Council hereby approves the purchase of the Property for a purchase price not to exceed \$479,052, including closing costs, and authorizes the City Manager to execute all associated documents as approved by the City Attorney.

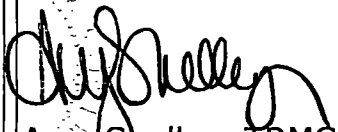
Sec. 3. THAT the sources of funding for the property acquisition are \$84,450 from the proceeds from the acquisition of property by TxDOT for the State Highway 26 project (CSJ No. 0363-01-123 Acct No. Parcels No. 149 and No. 149E), Park Land Dedication Funds in the amount of \$150,000, as unanimously approved and recommended by the Parks and Recreation Board at their October 1, 2014, meeting, and unanimously approved and recommended

by the Park Land Dedication Committee at their October 1, 2014, meeting to be used for property acquisition for the construction of the Cotton Belt Phase III project, and \$244,602 and all closing costs from the Tax Increment Financing District 1 project plan category of Trails and Public Amenities as amended on November 20, 2012, which can be reimbursed, in the future back, to the Tax Increment Financing District Fund by approved funding to be allocated from the Park Land Dedication Fund or the Parks Tomorrow Fund.

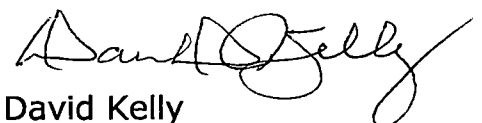
**AND IT IS SO RESOLVED.**

APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 2<sup>nd</sup> DAY OF JUNE 2015.

**ATTEST:**

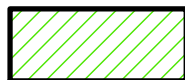
  
Amy Shelley, TRMC  
City Secretary

**CITY OF COLLEYVILLE**

  
David Kelly  
Mayor



## 6950/7100 Colleyville Boulevard



Acquired Property



0 15 30 60 90 120 Feet

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FINANCIAL STATUS OF PARK LAND DEDICATION FUND AT 9-30-2015

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|                                                     |                           |
|-----------------------------------------------------|---------------------------|
| TOTAL REVENUES                                      | \$4,718,948               |
| TOTAL INTEREST INCOME REC'D                         | \$553,918                 |
| LESS EXPENSES:                                      |                           |
| KIDSVILLE DONATION                                  | \$1,000                   |
| LANDSCAPING NATURE CENTER                           | \$1,169                   |
| NATURE CENTER TREES                                 | \$1,035                   |
| KIMSEY PARK APPRAISALS                              | \$4,700                   |
| CITY PARK SOD                                       | \$72,881                  |
| TPWD KIMSEY PARK GRANT                              | \$8,800                   |
| COTTONBELT TRAIL I                                  | \$161,447                 |
| COTTONBELT TRAIL I ROW ACQUISITION                  | \$32,323                  |
| WEBB HOUSE RESTORATION                              | \$98,584                  |
| COTTONBELT TRAIL II                                 | \$147,006                 |
| MC DONWELL SCHOOL TRAIL                             | \$162,790                 |
| PARK PROPERTY                                       | \$508,047                 |
| CASTLETON TRAIL                                     | \$18,956                  |
| MC PHERSON PARK PHASE I                             | \$1,084,147               |
| LOG BARN                                            | \$111,000                 |
| SPARGER PARK TRAIL                                  | \$82,838                  |
| COTTONBELT TRAIL III                                | \$145,735                 |
| PLEASANT RUN SOCCER COMPLEX IMPROVEMENTS            | \$124,444                 |
| LD LOCKETT / COTTON BELT TRAILHEAD IMPROVEMENTS     | \$21,490                  |
| WEBB HOUSE TRAIL                                    | \$20,000                  |
| COTTONBELT TRAIL III - 6950 COLLEYVILLE BLVD PURCHA | \$150,000                 |
| TOTAL EXPENSES                                      | \$2,958,391               |
| LESS ENCUMBERANCES:                                 |                           |
| COTTONBELT TRAIL II                                 | \$61,292                  |
| COTTONBELT TRAIL III                                | \$39,562                  |
| WEBB HOUSE TRAIL                                    | \$0                       |
| PLEASANT RUN SOCCER COMPLEX IMPROVEMENTS            | \$75,556                  |
| LD LOCKETT / COTTON BELT TRAILHEAD IMPROVEMENTS     | \$328,510                 |
| COTTONBELT TRAIL III - 6950 COLLEYVILLE BLVD PURCHA | \$0                       |
| TOTAL ENCUMBRANCES                                  | \$504,920                 |
| TOTAL AVAILABLE AT 9-30-2015                        | <u><u>\$1,809,555</u></u> |



# City of Colleyville Park Land Dedication Committee Agenda Briefing

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|                                                                                                                    |                               |               |
|--------------------------------------------------------------------------------------------------------------------|-------------------------------|---------------|
| <b>Agenda Number</b> 3b                                                                                            | <b>Agenda Date</b> 10/12/2015 | <b>Number</b> |
| <b>Type</b> Regular Agenda Items                                                                                   |                               |               |
| <b>Department</b> Parks and Recreation                                                                             |                               |               |
| <b>Title</b>                                                                                                       |                               |               |
| Approval to use Park Land Dedication Fund monies for the construction of the Cotton Belt Trail - Phase III project |                               |               |

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## Strategy Map Connection

### Explanation

At the meeting on June 2, 2015 the City Council approved attached Resolution R-15-3877 for the acquisition of real property located at 7100 Colleyville Boulevard. The property, located at the northwest corner of the intersection of John McCain Road and Colleyville Boulevard, was acquired for purposes including parks and trail uses.

The acquisition of the property allowed for the Cotton Belt Trail – Phase III project to be designed in a manner that would take advantage of the property’s natural beauty to create an attractive, functional, and highly visible amenity near the City’s northern boundary.

At the City Council meeting on August 18, 2015 staff presented the attached renderings, which reflect a preliminary design and layout for the property. The site design provides connection of the Cotton Belt Trail, from its current northern terminus at John McCain Road, to the previously completed portion of the trail that extends to the northern city limit. Improvements to the property also include the addition of a curvilinear seating area with three benches, newly planted trees, and an irrigated open space. Additionally, a multifunctional drinking fountain will be installed at the intersection of the Cotton Belt Trail and the pedestrian walkway that extends from the roadway intersection into the property. After review of the preliminary site design and renderings, the City Council expressed a desire to move forward with the project.

In the following weeks staff worked with engineers from Teague Nall and Perkins, Inc., the design consultant, to finalize the plans for the trail connection and related park amenities.

The project was advertised in the print and electronic edition of the Fort Worth Star-Telegram for two consecutive weeks beginning on September 23, 2015. A bid opening was held on October 7, 2015 at which time five bids were received. Per the attached bid tabulation, the bid of best value was determined to be submitted by C. Green Scaping, LP in the amount of \$341,133.10. This amount includes a 10 percent contingency allowance that is controlled by the City to cover any cost

overages that may occur during construction and installation. The contractor's qualifications and references have been verified by the consultant and staff.

Staff is seeking the Committee's recommendation to utilize Park Land Dedication Fund monies in an amount not to exceed \$120,000 towards the completion of this project. The remainder of the project is to be funded by previously allocated amounts of \$150,000 from the Colleyville Economic Development Corporation (CEDC), \$39,562 from the Park Land Dedication Fund, and \$44,954 from the Voluntary Park Fund. Should the Committee and the Parks and Recreation Advisory Board recommend this expenditure, staff plans to seek City Council approval of this expenditure, and the construction contract with C. Green Scaping, at the meeting on October 20, 2015.

Per the attached financial status, as of September 30, 2015, the Park Land Dedication Fund has an unencumbered balance of \$1,809,555.

**Attachments**

1. Resolution R-15-3877
2. Preliminary Renderings
3. Bid Tabulation
4. Financial Status of the Park Land Dedication Fund as of September 30, 2015

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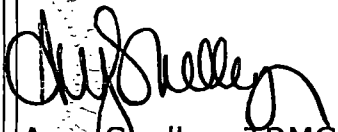
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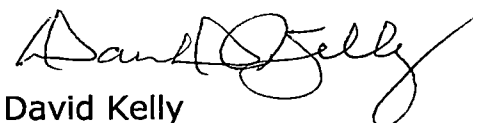
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**ATTEST:**

  
Amy Shelley, TRMC  
City Secretary

**CITY OF COLLEYVILLE**

  
David Kelly  
Mayor









Cotton Belt Trail - Phase III  
Verified Bid Tabulation

|          | <b>Bidder</b>            | <b>Bid Bond</b> | <b>Total Bid</b> | <b>Total Bid w/ 10% contingency</b> |
|----------|--------------------------|-----------------|------------------|-------------------------------------|
| <b>1</b> | SOI Group, INC.          | X               | \$310,031.30     | \$341,034.43                        |
| <b>2</b> | C. Greenscaping, LP      | X               | \$310,121.00     | \$341,133.10                        |
| <b>3</b> | Drive Construction       | X               | \$414,164.67     | \$455,581.14                        |
| <b>4</b> | Axis Contracting         | X               | \$554,326.95     | \$609,759.65                        |
| <b>5</b> | C.C. Zamora Construction | X               | \$431,351.74     | \$474,486.91                        |

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FINANCIAL STATUS OF PARK LAND DEDICATION FUND AT 9-30-2015

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