



City of Colleyville City Council Agenda

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

Tuesday, February 16, 2016

City Council Chambers

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

CALL TO ORDER

PC-1 Update on the SH26 Community Outreach Action Plan

PC-2 Discussion of the Fiscal Year 2017 (FY 2017) budget preparation calendar

PC-3 Discussion of the Quarterly Performance Management Report

PC-4 Discussion of the February 16, 2016, 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 contemplated litigation (Camden Lock LLC)

Section 551.071 - Legal - Consultation with attorney regarding litigation - Lincoln et al v. City of Colleyville

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

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

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

INVOCATION: Pastor Alvaro Matehuala, House of Prayer

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-16-3960**

- 3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS**

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

Proclamation recognizing the Grapevine High School Girls Cross Country Team - District 5A UIL State Champions - Coach Rick Miller and Mayor David Kelly

Proclamation recognizing the Grapevine High School Boys Cross Country Team - 2015 Regional and District Champions - Coach Rick Miller and Mayor David Kelly

In recognition of Colleyville's featured business - Pho Duy, My Nguyen, representative, 3930 Glade Road, Suite 126 - Mayor David Kelly and Economic Development Director Marty Wieder

- 4. CONSENT: READING AND PUBLIC HEARING- Resolution R-16-3961**

- 4a** Approval of the minutes of the regular City Council meeting of February 2, 2016

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

- 5a Ordinance O-16-1974**

Consideration of an amendment to the PUDC-Planned Unit Development Commercial zoning requirements on Abstract 180, of the J.L Byas Survey, located at 1603 Hall-Johnson Road, Case ZC15-004

6. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**6a Ordinance O-16-1975**

Consideration of a Special Use Permit for alcohol beverage sales (on-premises consumption) on Lot 23, of The Village at Colleyville Addition, located at 62 Main Street, Case ZC16-001

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-16-3962**

Calling a General Election for the purpose of electing a Mayor and City Councilmembers to Place 1 and Place 2

7b Resolution R-16-3963

Consideration of an appointment to the Architectural Review Commission

7c Resolution R-16-3964

Consideration of appointments to the Colleyville Center Advisory Committee

7d Resolution R-16-3965

Consideration of an appointment to the Library Board

7e Resolution R-16-3966

Consideration of an appointment to the Zoning Board of Adjustment

7f Resolution R-16-3967

Approval of a City/Developer Agreement between the City of Colleyville and The Lawn Firm, Inc. for The Lawn Firm Development at 1605 Hall-Johnson Road, and authorize the city manager to execute the agreement

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

Planning and Zoning Commission Meeting Minutes - January 11, 2016
Zoning Board of Adjustment Meeting Minutes - December 8, 2015
Sign Board of Appeals Meeting Minutes - October 14, 2014
Monthly Financial Report - January 2016

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR FEBRUARY 16, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-3968

11. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, February 12, 2016 by 5:00 p.m.

Amy Shelley, TRMC
City Secretary

A quorum of any Colleyville board, commission, or committee may be present 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 City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number PC-1

Agenda Date 02/16/2016

Type Pre Council

Department City Manager

Title

Update on the SH26 Community Outreach Action Plan

Strategy Map Connection

C2- Deliver high quality and unique customer service

B3- Utilize partnerships to implement cost-effective service solutions

B4- Cultivate a culture of transparency and consistent communication

Explanation

The State Highway 26 – Phase I project, which was underway from 2012 to January 2016, was permeated by a myriad of challenges, most of which were out of the direct control of City staff. As commencement of the State Highway 26 – Phase II project nears, staff has been making adjustments to address the challenges presented by the first phase of the project and has taken action aimed at assisting the community through the inevitable disruption inherent with road reconstruction.

In late 2015, a staffing adjustment was made that included the addition of a SH26 Project Coordinator position. Responsibilities of the position include the coordination of the overall State Highway 26 reconstruction project with stakeholders, to include the dissemination of project updates, attendance and facilitation of meetings, site visits, and the development and execution of an overall plan to assist the Colleyville business community at large.

The position was recently filled, and since that time staff has worked to develop a proactive and targeted community outreach action plan aimed at mitigating the impacts of the Phase II construction project. The components of the plan were derived from a culmination of sources including secondary research, consultations with various cities that have experience with similar projects, and the incorporation of best practices.

There are three primary components of the plan, each containing specific initiatives. The plan components and critical initiatives are summarized below, while the attached table provides a complete list of planned and ongoing efforts.

1. Communication

Effectively communicating with the public is the paramount component of this plan. Communication must be accurate, accessible, relevant, up-to-date, and bidirectional. A multitude of initiatives have been developed to meet this criteria.

Weekly meetings will be held with TxDOT and the contractor. These meetings will serve as the primary conduit through which information flows from the City to the state, and contractor, and vice versa. Additionally, TxDOT has committed to partake in monthly executive meetings which will include their Fort Worth district engineer meeting with the city manager, and other key City staff to discuss project progress and resolve any issues that may rise to that level.

Prior to the commencement of construction, the City will mail a letter containing project and contact information to each of the businesses, property owners, and situs addresses within 500' of the corridor. The same letter will also be sent to each homeowners' association in the City. An updated letter will be sent annually to provide project status information and ensure new businesses are reached.

The primary source for all information related to the project will be the City-maintained project webpage (SH26Project.com). This webpage will serve as the central repository for project information and updates. The City will also utilize multiple social media platforms, mailings, and previously established means of communication, such as *E-News* and utility bill inserts, to push out project updates and drive more traffic to the project webpage.

Targeted information will be prepared and sent to businesses as construction phasing information and updates are available. The use of a targeted approach in pushing out information will reduce confusion and deliver the most relevant details specific to certain geographic areas.

Additionally, the SH26 Project Coordinator and a member of the engineering staff will proactively request to speak at local organization functions such as those held by homeowners' associations, Colleyville civic clubs, and youth sports associations. This approach will enable staff to tap directly into the backbone of our community to provide information and updates.

Furthermore, monthly meetings with business owners/employees will also be held at the Colleyville Public Library. These meetings will serve as a forum in which staff can provide updated project information and also be an outlet through which businesses make suggestions and raise concerns.

Staff is in the process of evaluating the use of aerial videography as a means of providing visual updates for items such as traffic shifts, lane closures, and construction progress.

2. Mobility

A unique aspect of the Phase II project is the City's need to encourage travel throughout the corridor during construction. While it is common to discourage commuters from traveling in construction zones (detour/alternate route maps), Colleyville businesses depend on this traffic. The following initiatives are aimed at making the corridor more user friendly throughout construction.

Joint access easements provide the ability for vehicles to traverse a roadway by utilizing a network of off street connected drives/parking lots. Staff has identified approximately eight sites in which it would be feasible and beneficial to construct such connections. Staff is in the process of evaluating the sites and will be proactively reaching out to meet with the property/business owners in the near future.

As driveway closings and alterations to access points are made, staff will ensure that blue “Business Access” signs clearly mark those driveways that are obscured by construction activity. Staff will also verify that temporary drives are accessible by low profile vehicles. Alternative access points will be promoted by utilizing visual materials and maps. If needed, the City will also use additional temporary wayfinding signage and/or its electronic messaging boards to facilitate awareness of alternate access points.

In addition to identifying sites that would benefit from joint access, staff will identify properties that are accessible by a single drive and coordinate with those property owners/tenants and TxDOT to ensure that inconvenience is minimized to the greatest extent possible.

3. Business Support

As mentioned within the communication initiatives, the City will host monthly meetings with business owners/employees to provide a forum in which project updates and information can be shared. This will also provide the means for business professionals to discuss their operations and network with one another.

The City will encourage businesses to take advantage of the services offered by the Service Corps of Retired Executives (SCORE) nonprofit organization. These services, which include mentoring related to business plans, marketing, customer engagement, pricing strategies, and other critical business services, are available free of charge and conveniently located at Colleyville City Hall. The City has reached out to the Fort Worth SCORE chapter to request that they be prepared to discuss strategies specifically related to business operations during construction.

Staff has identified a need for temporary signage and special event provisions that would grant greater flexibility to businesses along the State Highway 26 corridor. Staff plans to bring forward a recommendation at an upcoming Pre Council meeting.

The City is proposing to manage a process of providing and installing banners and signs of various dimensions to promote businesses along the corridor. These signs and banners would be printed with generic wording such as “We’re Open for Business” and be placed in those areas experiencing the most significant construction activity. Use of the City owned electronic messaging boards will also be utilized for marketing purposes.

The City will be placing magnets on City-owned vehicles to promote the Colleyville CloseBuy program and encourage shopping along State Highway 26.

The City will continue to evaluate ways to improve upon the Colleyville CloseBuy shop local program and encourage businesses to enroll. Staff has plans to schedule all Cash Mob events throughout construction at businesses adjacent to the State Highway 26 corridor.

The City plans to market businesses utilizing direct mailing efforts in conjunction with utility bills. Approximately 9,700 utility bills are sent each month. The cost of including an insert with the utility bill is about a third the cost of sending a standalone mailer.

The City plans to complement local marketing by placing ads in local newspapers, magazines, and other print sources to ensure that marketing efforts reach neighboring cities as well.

In addition, staff will work to prepare a recommendation under the Texas Local Government Code Chapter 380, which would provide a City incentive for the redevelopment of properties along the corridor for City Council consideration. An aim of this incentive could be to encourage redevelopment by offering assistance related to the demolition of non-conforming structures if a new structure is built with a particular use.

Conclusion

While the State Highway 26 – Phase II project remains a state project, constructed by a contractor working for the state, staff believes that by executing the initiatives of the aforementioned plan, the City can support and inform the citizens and businesses of Colleyville.

Attachments

1. Community Outreach Action Plan - SH26 Phase II
2. Community Outreach Action Plan - State Highway 26 - Phase II presentation

**Community Outreach Action Plan
SH26 - Phase II**

Component	#	Frequency	Initiatives	Status	Est. Start	Cost Notes (approx.)	Approx. Annual Cost	Approx. 2.5 Year Cost	CC Direction Required
Communication	C1	Annually	Introduction/update letters to HOAs/property owners/businesses/situs addresses within 500' of the corridor	In progress	3/2016	\$500/per mailing	\$ 500	\$ 1,250	No
	C2	As needed	Create and distribute educational information to businesses (targeted info based on location/phasing)	In progress	3/2016	\$250/per mailing	\$ 1,500	\$ 3,750	No
	C3	Quarterly/per request	City Council updates	In progress	2/2016				No
	C4	As needed (urgent/major updates)	Text message alerts (subscriber based)	In progress	4/2016	\$200/month	\$ 2,400	\$ 6,000	No
	C5	As needed/per request	Meet with businesses/property owners regarding site specific inquiries	In progress	1/2016				No
	C6	One time	Create user friendly URL for website (www.SH26Project.com)	Complete	N/A	\$10/month	\$ 120	\$ 300	No
	C7	Weekly/as needed	Update the project website, subscribers to receive an email notification of the update; drive traffic to website via all other means of outreach (Twitter, Facebook, Email, SMS)	In progress	2/2016				No
	C8	Annually/per request	Present/speak at local organization functions (Lion's Clubs, KCB, Garden Club, Colleyville Women's Club, etc.)	In progress	3/2016				No
	C9	Monthly	Business owner/employee meetings held at the Colleyville Public Library (Thursdays)	Pending	4/2016				No
	C10	Weekly	Provide info for "E-News"	In progress	2/2016				No
	C11	Weekly	Attend meetings with TxDOT and the contractor	Pending	5/2016				No
	C12	Monthly	TxDOT executive meeting / conference call	Pending	5/2016				No
Mobility	M1	Ongoing	Identify and facilitate joint access easements	In progress	1/2016	Up to \$30k/connection	TBD	TBD	Yes
	M2	Ongoing	Identify businesses that have a single point of access that could be blocked	In progress	1/2016				No
	M3	Ongoing	Use of City owned electronic messaging boards	Pending	TBD				No
	M4	Ongoing	Promote alternative access points into shopping centers (via communication efforts, signage, etc.)	Pending	TBD				No
	M5	Ongoing	Coordinate with contractor to provide "Business Access" signs at driveways obscured by construction activity	Pending	TBD	\$25/sign	\$ 1,000	\$ 1,000	No
	M6	Ongoing	Construction wayfinding signage	Pending	TBD	\$25/sign	\$ 1,000	\$ 1,000	No
Business Support	B1	Ongoing	Encourage enrollment in CloseBuy	In progress	1/2016				No
	B2	Ongoing	Coordinate efforts with the Colleyville Area Chamber of Commerce	In progress	1/2016				No
	B3	One time	Review regulations for special events/advertising for possible temporary modification to assist businesses	In progress	1/2016				Yes
	B4	One time	CloseBuy / "Shop 26" magnets for City vehicles	In progress	3/2016	\$25/magnet	\$ 2,500	\$ 3,750	No
	B5	Ongoing	Schedule all Cash Mobs along the corridor throughout the duration of the project	In progress	4/2016				No
	B6	One time	Review applicable sign regulations for possible modification	In progress	2/2016				Yes
	B7	Ongoing	Banner signs for affected businesses	In progress	5/2016	\$50/banner (6'x3')	\$ 1,000	\$ 1,500	No
	B8	Ongoing	Create marketing material	Pending	TBD	TBD	TBD	TBD	No
	B9	Quarterly	Utility bill insert for project/shop local information	Pending	TBD	\$1,300 per mailing	\$ 5,200	\$ 13,000	No
	B10	Ongoing	Promote SCORE services provided at City Hall	In progress	1/2016				No
	B11	Ongoing	Serve as the liaison between local businesses and the contractor (issues, claims, etc.)	Pending	5/2016				
Other	O1	Ongoing/update biannually	Create a map of the various types of activities along the corridor (retail, church/institutional, office)	In progress	2/2016				No
	O2	Ongoing	Aerial videography for updates	In progress	2/2016	\$200/shoot	\$ 2,400	\$ 4,800	No
	O3	One time	Matching grant program for non-conforming building/demolitions	Pending	TBD	TBD	TBD	TBD	Yes
	O4	One time	Develop "tourism" wayfinding sign package	Pending	TBD	TBD	TBD	TBD	Yes
	O5	Ongoing	Research and select lighting package for the corridor	Pending	TBD	TBD	TBD	TBD	Yes
	O6	Ongoing	Identify non-conforming properties along the corridor (zoning, landscaping, lot size, parking spaces, etc.)	Pending	TBD				No
						Totals	\$ 17,620	\$ 36,350	

Community Outreach **Action Plan**

State Highway 26 – Phase II

Pre Council
February 16, 2016

Plan Components

Communication

To establish bidirectional communication that is accurate, accessible, relevant, and up-to-date

Mobility

To improve access to residential and commercial properties along the corridor throughout construction

Business Support

To support the Colleyville business community through initiatives aimed at providing additional services, resources, and marketing

Communication

To establish bidirectional communication that is accurate, accessible, relevant, and up-to-date

Communication



Introductory Letter



Weekly Meetings with TxDOT
and the Contractor



Monthly Executive Meetings
with TxDOT

Communication



Project Website



Targeted Information and
Site Visits

Communication



Outreach Meetings

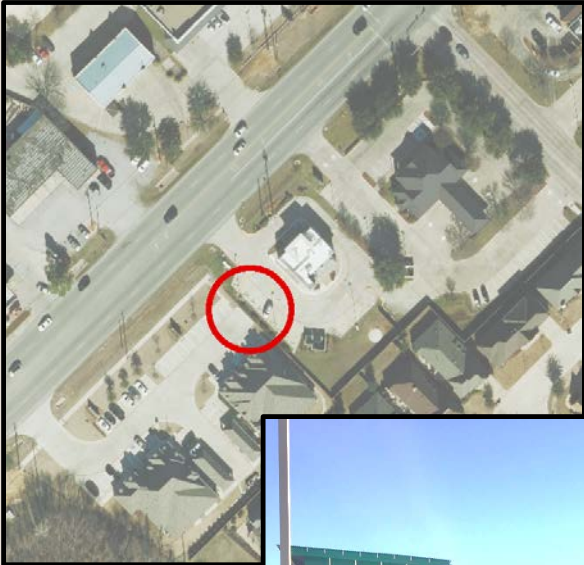


Monthly Business
Owner/Employee Meetings

Mobility

To improve access to residential and commercial properties along the corridor throughout construction

Mobility



Joint Access



Driveway Visibility and Accessibility

Business Support

To support the Colleyville business community through initiatives aimed at providing additional services, resources, and marketing

Business Support



Chamber of Commerce
and SCORE Services



City Sponsored Banners
and Vehicle Magnets



CloseBuy and Cash Mobs

Business Support



Monthly Meetings and
Service as a Liaison

The image shows two documents. On the left is a page from the "Chapter 7 Sign Regulations" of the City of Colleyville, detailing sections on purpose, authorization, variances, definitions, and compliance. On the right is an "APPLICATION FOR A SPECIAL EVENT PERMIT" form, which includes sections for event information, event description, additional information, contact information, property owner authorization, and office use only.

Sign and Special Event
Regulations



Marketing and Mailings

Questions and Discussion



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number PC-2

Agenda Date 02/16/2016

Type Pre Council

Department City Manager

Title

Discussion of the Fiscal Year 2017 (FY 2017) budget preparation calendar

Strategy Map Connection

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

Explanation

This item is provided as an opportunity to receive City Council comments concerning the proposed Fiscal Year 2017 (FY 2017) budget preparation calendar, which has been prepared to comply with all applicable state statutes. The attached proposed FY 2017 budget preparation calendar notes various budget meeting dates and worksessions with City Council.

Attachments

1. FY 2017 Budget Calendar

FY 2017 Budget Preparation Calendar

Date	Activity
Tuesday, February 16	City Council reviews the proposed budget schedule
Monday, February 29	Review budget calendar with City Council candidates
Tuesday, April 19	City Council meeting- Pre Council mid-year budget presentation by Strategic Services Manager
Monday, May 16	Tarrant Appraisal District releases preliminary appraisal information
Thursday, June 9	Colleyville Crime Control and Prevention District meeting- Budget Worksession
Thursday, June 16	City Council Worksession - Budget Worksession
Tuesday, June 21	Colleyville Crime Control and Prevention District meeting – budget adoption (5:00 p.m.) - serves as public hearing and adoption by board City Council meeting- 1st Reading of Colleyville Crime Control and Prevention District budget (7:30 p.m.) - serves as public hearing by governing body
Tuesday, July 12	City Council meeting – 2nd Reading and adoption of Colleyville Crime Control and Prevention District budget (7:30 p.m.) - serves as approval by the governing body Pre Council discussion on updates to fees/charges (if needed)
Monday, July 25	Tarrant Appraisal District releases certified tax roll
Friday, August 5	City Manager’s proposed budget distributed to City Council
Tuesday, August 9	City Council Special Meeting (5:30 p.m.): - Submission of effective and rollback tax calculations to City Council; - Approval of certified appraisal roll - Submission of certified collection rate - Vote to consider tax rate (if needed) - Vote to schedule a Public Hearing on the Tax Rate on August 23rd & September 6th (if needed) Budget Worksession- Presentation of the Proposed Budget Colleyville Economic Development Corporation meeting- Budget Worksession (7:30 p.m.)
Tuesday, August 23	Colleyville Economic Development Corporation meeting – Adoption of the EDCIP, Budget Adoption, and Annual Activity Report City Council Special Meeting- 1st Public Hearing Tax Rate (if needed)
Tuesday, September 6	City Council meeting- Pre Council presentation of the annual activity report of the Colleyville Economic Development Corporation City Council meeting – 1st reading of budget ordinance and budget public hearing City Council meeting - 1st reading of tax rate ordinance (serves as 2nd public hearing on tax rate, if needed) City Council meeting- 1st reading of CEDC budget ordinance City Council meeting- 1st reading of current FY year-end budget amendment City Council meeting- 1st reading of ordinance for any fee changes (if needed) City Council meeting- resolution adopting the EDCIP
Wednesday, September 7	Distribute Agency Contracts for execution
Tuesday, September 20	City Council meeting – 2nd reading of budget ordinance (official adoption) City Council meeting- 2nd reading of tax rate ordinance (official adoption) City Council meeting- 2nd reading of CEDC budget ordinance City Council meeting- 2nd reading of current FY year-end budget amendment City Council meeting- 2nd reading of ordinance for any fee changes (if needed)
Saturday, October 1	Fiscal year begins



City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number PC-3

Agenda Date 02/16/2016

Type Pre Council

Department City Manager

Title

Discussion of the Quarterly Performance Management Report

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

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

Explanation

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

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

The attached spreadsheet includes the first quarter of actual data from FY 2016. For performance measures, the FY 2016 year-to-date (YTD) actual numbers are compared to the FY 2016 target that was established by the responsible department and are color coded as listed below. Vital statistics do not have a FY 2016 target and are therefore not color coded, as those metrics represent information that is important to track, but are not necessarily appropriate to set targets for.

Gray - Data not available at this time

Green - Performance expected to meet or exceeded the target

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

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

A dashboard report is also included and offers a more visual presentation of highlighted performance measures and vital statistics. Each quarter, the dashboard report will highlight metrics related to one of the four focus areas from the City's strategy map, and will include charts and graphs depicting selected performance measures and vital statistics that are tied to that particular focus area.

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

The performance management report also includes a current STAR (Status, Transparency, Accountability, & Results) report. This tool was introduced to the City Council at the June 18, 2015 budget worksession as a new component of the City's Strategic Management System, to assist with prioritization and allocation of staff resources. Staff welcomes direction from the City Council on the prioritization of projects and initiatives.

Attachments

1. FY 2016 Q1 Performance Management Report
2. FY 2016 Q1 Dashboard
3. Strategy Map
4. STAR Report

PUBLIC SAFETY

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Target	FY 2016 YTD
Performance Measures	Percentage of code violations located proactively	Code Enforcement	Neighborhoods	56%	62%	69%	80%	69%	≥ 50%	65%
	Number of cases successfully resolved	Criminal Investigations	Core Service	N/A	N/A	N/A	614	728	≥ 400	190
	Percentage of UCR Part 1 Crimes cleared	Criminal Investigations	Core Service	47%	28%	20%	30%	31%	≥ 20%	16%
	Percentage of crime victims contacted by investigators within 3 days	Criminal Investigations	Core Service	92%	95%	92%	98%	100%	≥ 95%	100%
	Number of UCR Part 1 Crimes	Police Administration	Neighborhoods	201	199	175	160	141	≤ 180	44
	Average Priority 1 response time (call dispatch to arrival)	Police Patrol	Core Service	4:30	4:12	4:11	4:03	3:12	≤ 5:00	3:05
	Fire/Ambulance response in under six minutes (call dispatch to arrival)	EMS Operations	Core Service	84%	83%	85%	82%	82%	≥ 85%	82%
	Percentage of plans reviewed within 48 hours	Fire Prevention / Investigations	Core Service	99%	97%	100%	100%	99%	≥ 98%	98%
	Percentage of fire investigations cleared within 30 days	Fire Prevention / Investigations	Core Service	100%	100%	100%	100%	100%	≥ 95%	100%
	Percentage of inspections performed within 48 hours of request	Fire Prevention / Investigations	Core Service	98%	97%	100%	100%	100%	≥ 95%	100%

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 YTD
Vital Statistics	Injury accidents per 1,000 population	Police Patrol	Core Service	1.5	2.2	0.75	0.7	0.7	1.16
	Number of self-initiated calls for service (proactive, community policing)	Police Patrol	Neighborhoods	18,396	40,324	54,231	50,897	43,781	9,442
	Total number of outstanding warrants in system since 1/1/03	Warrant Officer	Core Service	4,555	4,170	3,971	4,056	3,657	3,723
	Number of warrants served	Warrant Officer	Core Service	3,933	7,190	1,452	2,767	2,610	929
	Fire Related Responses	Fire Operations	Core Service	N/A	N/A	381	500	542	151
	Service Related Responses	Fire Operations	Core Service	N/A	N/A	357	127	152	49
	EMS Related Responses	EMS Operations	Core Service	N/A	N/A	829	950	959	271
	Ambulance billing revenue	EMS Operations	Sust. Gov't	\$307,000	\$322,000	\$323,672	\$399,312	\$354,239	\$92,148
	Percentage of billed services recovered	EMS Operations	Sust. Gov't	35%	30%	30%	32%	29%	27%
	Total number of volunteer hours from CFAAA and Rehab Team	Fire Administration	Core Service	N/A	N/A	900	418.5	672.5	140
	Community Fire Prevention Events	Fire Prevention / Operations	Core Service	N/A	N/A	N/A	116	125	27
	Average hours of training per employee	Fire Operations	Core Service	195	205	160.9	160.99	134.77	38.00

DEVELOPMENT

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Target	FY 2016 YTD
Performance Measures	Percentage of residential plan reviews completed in five days or less	Building Inspection	Eco. Dev.	New Measure	New Measure	21%	41%	77%	≥ 75%	92%
	Percentage of commercial plan reviews completed in ten days or less	Building Inspection	Eco. Dev.	New Measure	New Measure	44%	55%	77%	≥ 75%	88%
	Percentage of inspections performed within 24 hours	Building Inspection	Core Service	96%	93%	97%	98%	99%	≥ 95%	98%
	Percent of online department survey respondents satisfied with overall service	Planning and Zoning/Building Inspection	Core Service	New Measure	New Measure	89%	98%	100%	= 100%	n/a
	Average percentage occupancy of retail and office spaces	Economic Development	Eco. Dev.	87%/87%	88%/89%	90%/89%	90%/90%	94%/94%	≥ 90%/90%	95%/89%

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 YTD
Vital Statistics	Number of commercial remodel/add-alter permits	Economic Development	Eco. Dev.	79	65	75	112	52	15
	Value of commercial remodel/add-alter permits	Economic Development	Eco. Dev.	\$13M	\$11.7M	\$9.44 M	\$16.59M	\$4.16M	\$1.5M
	Fees generated from commercial remodel/add-alter permits	Economic Development	Eco. Dev.	\$138,276	\$101,000	\$106,290	\$169,916	\$65,639	\$34,046
	Fees generated from new commercial building permits	Economic Development	Eco. Dev.	\$109,097	\$225,000	\$128,535	\$162,080	\$541,031	\$84,826
	Number of new commercial building permits	Economic Development	Eco. Dev.	7	8	6	7	12	4
	Value of new commercial building permits	Economic Development	Eco. Dev.	\$4.0M	\$12.9M	\$3.48M	\$7.71M	\$19.4M	\$4.86M
	General Fund Sales Tax Revenue	Economic Development	Eco. Dev.	\$2.64M	\$2.86M	\$3.07M	\$3.35M	\$3.46M	\$503,718
	Number of Inspections Performed	Building Inspection	Eco. Dev.	6,829	8,780	6,832	4,621	7,194	2,220

LEISURE

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Target	FY 2016 YTD
Performance Measures	Percentage of competitive athletic fields meeting departmental maintenance standards	Athletic Field Maintenance	Core Service	New Measure	New Measure	New Measure	80%	80%	≥ 85%	84%
	Percentage of park inspections meeting standards	Park Maintenance	Core Service	85%	85%	87%	80%	95%	≥ 85%	97%
	Percentage of library materials requests filled within 30 days	Library Services	Core Service	77%	83%	86%	96%	93%	≥ 80%	Annual Measure
	Percentage of library patrons who come to the library looking for items and find them	Library Services	Core Service	75%	82%	79%	80%	81%	≥ 80%	83%
	Children's program attendance	Library Services	Core Service	12,003	17,145	21,955	18,363	17,173	≥ 18,000	3,146
	Adult and teen program attendance	Library Services	Core Service	426	809	910	795	651	≥ 650	126
	Children's summer reading program participation	Library Services	Core Service	1,010	1,054	1,182	1,188	987	≥ 1,000	Annual Measure
	Adult and teen summer reading program participation	Library Services	Core Service	134	106	118	114	84	≥ 100	Annual Measure
	Library patron visits	Library Services	Core Service	104,276	104,268	123,211	134,314	133,076	≥ 120,000	28,235
	Reference questions answered	Library Services	Core Service	36,036	39,799	35,048	34,073	25,025	≥ 30,000	5,135
	Circulation of the library materials collection	Library Services	Core Service	235,238	244,613	250,737	234,667	228,160	≥ 235,000	48,597
	Percentage of offered classes/programs held	Recreation	Sust. Gov't	48%	60%	65%	71%	73%	≥ 60%	81%
	Number of participants	Senior Center	Core Service	1,384	1,500	1,751	3,734	3,767	≥ 1,500	934
	Percentage of resident membership visits	Senior Center	Sust. Gov't	54%	55%	58%	60%	59%	≥ 60%	51%
	Percentage of cost recovery	Colleyville Center	Sust. Gov't	78%	70%	66%	81%	75%	≥ 70%	44%
	Percentage of customer satisfaction ratings of "excellent"	Colleyville Center	Core Service	98%	98%	96.3%	96.4%	97.3%	≥ 94%	93%
	Number of events held	Colleyville Center	Sust. Gov't	410	420	386	412	452	≥ 420	89

LEISURE

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 YTD
Vital Statistics	Percentage of Colleyville households with at least one active library card holder	Library Services	Core Service	50%	55%	50%	50%	50%	50%
	Library materials collection size	Library Services	Core Service	62,997	65,740	69,736	74,525	77,664	77,888
	Number of staff hours dedicated to athletic field maintenance and game preparation	Athletic Field Maintenance	Core Service	N/A	4,725	4,884	3,697	4,032	900
	Number of youth sports participants	Athletic Field Maintenance	Core Service	4,774	4,750	4,063	4,315	4,434	2,042
	Percentage of non-resident youth sports participants	Athletic Field Maintenance	Sust. Gov't	51%	51%	49%	52%	52%	52%
	Percentage of revenue recovery	Athletic Field Maintenance	Core Service	N/A	N/A	12%	12%	20%	12%
	Number of classes/programs offered	Senior Center	Core Service	150	120	151	212	191	44
	Average membership visits per month	Senior Center	Core Service	560	500	534	544	827	869
	Number of Metroport Meals on Wheels participants	Senior Center	Core Service	New Measure	1,800	1,727	1,607	1,695	415
	Percentage of Meals on Wheels participants who are residents	Senior Center	Core Service	New Measure	50%	52%	49%	47%	48%
	Percentage of resident class participants	Recreation	Sust. Gov't	59%	60%	49%	42%	44%	32%
	Revenue generated from bookings	Colleyville Center	Sust. Gov't	\$245,749	\$240,000	\$246,797	\$230,793	\$226,901	\$39,294
	Percentage of events generating economic impact for local business	Colleyville Center	Eco. Dev.	57%	55%	57%	59%	59%	60%
	Percent of total events held: Colleyville residents	Colleyville Center	Sust. Gov't	N/A	N/A	9%	10%	11%	11%
	Percent of total events held: Non-residents	Colleyville Center	Sust. Gov't	N/A	N/A	41%	36%	30%	34%
	Percent of total events held: Non-profits	Colleyville Center	Sust. Gov't	N/A	N/A	44%	47%	50%	53%
	Percent of total events held: City departments	Colleyville Center	Sust. Gov't	N/A	N/A	6%	7%	9%	2%

PUBLIC WORKS

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Target	FY 2016 YTD
Performance Measures	Percent of internal customers satisfied with facility environment	Building Services	Sust. Gov't	N/A	98%	89%	84%	86%	≥ 98%	Annual Measure
	Percentage of work orders responded to within one business day	Building Services	Sust. Gov't	98%	99%	78%	51%	83%	≥ 90%	85%
	Percent of scheduled lane miles of public streets swept	Stormwater Management	Core Service	New Measure	94%	98%	99%	99%	≥ 98%	100%
	Percent of storm drain inlets inspected	Drainage Maintenance	Core Service	New Measure	New Measure	New Measure	20%	51%	≥ 50%	Annual Measure
	Percentage of storm sewer lines inspected	Drainage Maintenance	Core Service	New Measure	New Measure	New Measure	<1%	<1%	≥ 20%	Annual Measure
	Meter reading accuracy	Utility Support	Core Service	99%	98%	99%	99%	98%	≥ 98%	99%
	Percentage of total waste water lines cleaned annually	Waste Water Collection	Core Service	63%	88%	93%	78%	91%	≥ 95%	Annual Measure
	Percentage of water valves exercised	Water Distribution	Core Service	New Measure	New Measure	New Measure	12%	0.05%	≥ 20%	Annual Measure
	Percentage of monthly water samples testing negative for coliform bacteria	Water Distribution	Core Service	99.98%	100%	99.36%	99%	98%	= 100%	100%
	Percent of street and traffic signs replaced	Street Maintenance	Neighborhoods	New Measure	8%	12%	15%	15%	≥ 10%	Annual Measure
	Percentage of pavement markings renewed	Street Maintenance	Neighborhoods	New Measure	New Measure	New Measure	20%	4%	≥ 20%	Annual Measure

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 YTD
Vital Statistics	Percentage of fleet time available	Fleet Maintenance	Sust. Gov't	New Measure	98%	98%	98%	98%	99%
	Ratio of scheduled maintenance to unscheduled repairs	Building Services	Sust. Gov't	80%	77%	68%	41%	68%	50%
	Number of infrastructure repairs needed within two- year maintenance bond period	Engineering Services	Core Service	1	0	0	0	0	0
	Value of newly-constructed public infrastructure in place	Engineering Services	Neighborhoods	New Measure	New Measure	New Measure	\$5.82M	\$17.3M	\$3.7 M
	Percentage of construction time with City staff present	Engineering Services	Neighborhoods	New Measure	New Measure	New Measure	18%	23%	17%
	Percentage of time preventative maintenance is completed on schedule	Fleet Maintenance	Sust. Gov't	New Measure	New Measure	New Measure	95%	96%	96%
	Water loss ratio	Water Distribution	Core Service	3.17%	4.50%	4.33%	4.34%	3.08%	Annual Measure

ADMINISTRATION

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Target	FY 2016 YTD
Performance Measures	City-initiated news leads	Communications	Core Service	32	40	31	23	29	≥ 30	4
	Number of public information campaigns	Communications	Core Service	9	8	6	4	6	≥ 8	0
	Coverage in print, broadcast, online/associated media value	Communications	Core Service	\$92,998	\$130,000	\$82,650	\$94,976	\$114,000	≥ \$90,000	\$23,474
	Achieve GFOA's Distinguished Budget Award	City Manager's Office	Core Service	Yes	Yes	Yes	Yes	Yes	Yes	Annual Measure
	Percentage of board, commission, and committee members that have completed Texas Open Meeting Act training	City Secretary	Sust. Gov't	< 50%	< 50%	< 50%	89%	91%	= 100%	88%

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 YTD
Vital Statistics	Tax rate per hundred dollars of valuation	City Council	Sust. Gov't	\$0.3559	\$0.3559	\$0.3559	\$0.3559	\$0.3559	\$0.3559
	Average pounds recycling per home/per collection	Solid Waste and Recycling	Core Service	9.2	12.2	11.5	11.9	10.73	12.8
	Number of household hazardous waste collections (at Fort Worth ECC and Clean Sweep event)	Solid Waste and Recycling	Core Service	486	524	572	553	658	129
	Visits to Colleyville.com	Communications	Core Service	235,217	260,000	300,605	318,759	317,793	74,821
	E-newsletter subscribers	Communications	Core Service	1,064	1,300	1,679	2,621	2,839	2,962
	Colleyville Businesses Participating on Marketing Support Program(s)	Communications	Eco. Dev.	New Measure	New Measure	New Measure	New Measure	New Measure	N/A
	Social Media Followers on City of Colleyville Government	Communications	Core Service	New Measure	New Measure	New Measure	New Measure	1,000	927
	Advertising Campaigns	Communications	Core Service	New Measure	New Measure	New Measure	2	1	1
	Number of public information requests	City Secretary	Core Service	147	196	217	260	283	19
	Number of citizen survey responses	City Manager's Office	Sust. Gov't	N/A	1,665	N/A	1,323	N/A	Annual Measure

FINANCE

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Target	FY 2016 YTD
Performance Measures	Number of audit adjustments in period 13 closing	Finance	Sust. Gov't	20	14	12	10	N/A	≤ 12	Annual Measure
	Achieve GFOA's Certificate of Achievement for Excellence in Financial Reporting	Finance	Sust. Gov't	Yes	Yes	Yes	Yes	Yes	Yes	Annual Measure
	Percentage warrants issued within 10 day (formerly 8 day) period after due date or court date	Municipal Court	Core Service	New Measure	New Measure	New Measure	97%	99%	≥ 97%	99%
	Billing accuracy rate	Utility Billing	Core Service	99.0%	98.3%	99.0%	98.6%	99.8%	≥ 99.5%	99.8%

		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 YTD
Vital Statistics	Percent of ACH payments to total accounts payable	Finance	Sust. Gov't	New Measure	New Measure	New Measure	16%	26%	28%
	Number of citations filed per FTE	Municipal Court	Core Service	3,900	4,000	4,268	4,610	4,609	822
	Number of bench trials vs. jury trials set	Municipal Court	Core Service	New Measure	New Measure	New Measure	67 / 44	51 / 16	9 / 3
	Percentage of automatic draft customers/total customers	Utility Billing	Core Service	13%	15%	15%	19%	16%	16%
	Percentage of customers paying before cutoff	Utility Billing	Core Service	97%	97%	97%	97%	97%	96%
	Uncollectible accounts written off at year end (water & sewer)	Utility Billing	Core Service	N/A	\$34,628	\$30,500	\$26,080	\$27,178	Annual Measure

INTERNAL SERVICES

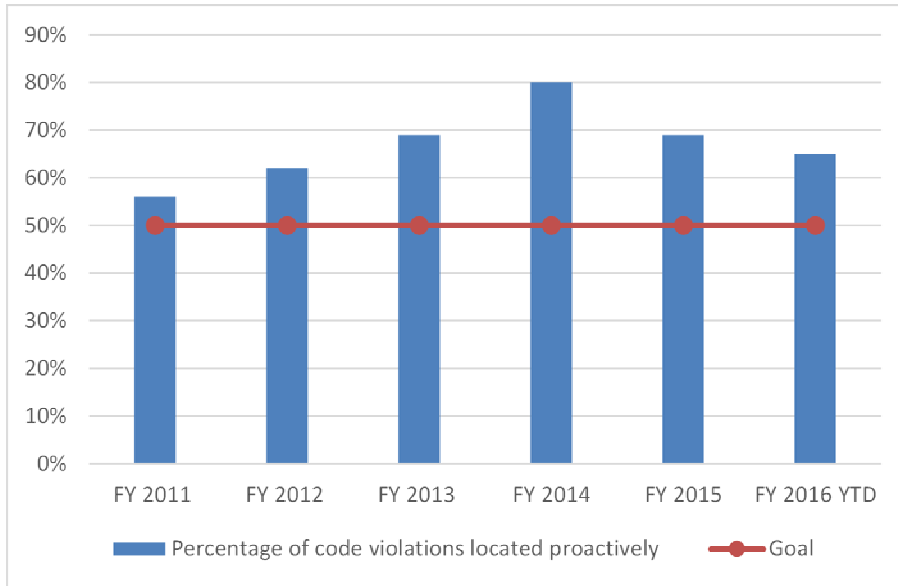
		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Target	FY 2016 YTD
Performance Measures	Percentage turnover (per fiscal year)	Human Resources	Sust. Gov't	15%	12%	22%	15%	17%	≤ 15%	1%
	Percentage of annual performance evaluations completed on time	Human Resources	Sust. Gov't	New Measure	36%	25%	98%	73%	≥ 90%	N/A
	Percentage of employees who participate in wellness program	Human Resources	Sust. Gov't	New Measure	80%	78%	86%	85%	≥ 80%	N/A
	Workers' compensation experience modification factor (actual losses compared to expected losses)	Human Resources	Sust. Gov't	New Measure	New Measure	0.48	0.45	0.83	≤ 0.85	0.83
	Medical and pharmacy loss ratio (paid claims divided by premiums)	Human Resources	Sust. Gov't	New Measure	New Measure	66%	75.8%	87.4%	≤ 85%	88.9%
	Percentage of product requests completed on time	Graphical Information Services (GIS)	Sust. Gov't	98%	90%	82%	88%	93%	≥ 85%	89.470%
	Percentage of address responded to within 30 days	Graphical Information Services (GIS)	Sust. Gov't	100%	96%	64%	89%	100%	≥ 90%	100.000%
	Percentage of broadcast uptime	Network/Desktop Services	Sust. Gov't	98.65%	99.99%	99.82%	99.86%	99.88%	≥ 99%	99.998%
	Percentage of work orders completed on time	Network/Desktop Services	Sust. Gov't	86%	80%	87%	78%	87%	≥ 95%	91.150%
	Percentage of network data and telecommunications uptime	Network/Desktop Services	Sust. Gov't	99.84%	99.99%	99.83%	99.73%	99.80%	≥ 99%	99.996%
	Percentage of IT work plan projects completed on time	Network/Desktop Services	Sust. Gov't	80%	80%	100%	97%	94%	= 100%	100.000%
	Percentage of data backup success	Network/Desktop Services	Sust. Gov't	94%	95%	91%	91%	92%	= 100%	99.460%
Vital Statistics		Program	Focus Area	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 YTD	
	Total number of equipment pieces maintained by department	Network/Desktop Services	Sust. Gov't	410	430	419	569	589	607	



DASHBOARD REPORT

PERFORMANCE MEASURES & VITAL STATISTICS
FISCAL YEAR 2016 - QUARTER 1

CODE VIOLATIONS LOCATED PROACTIVELY

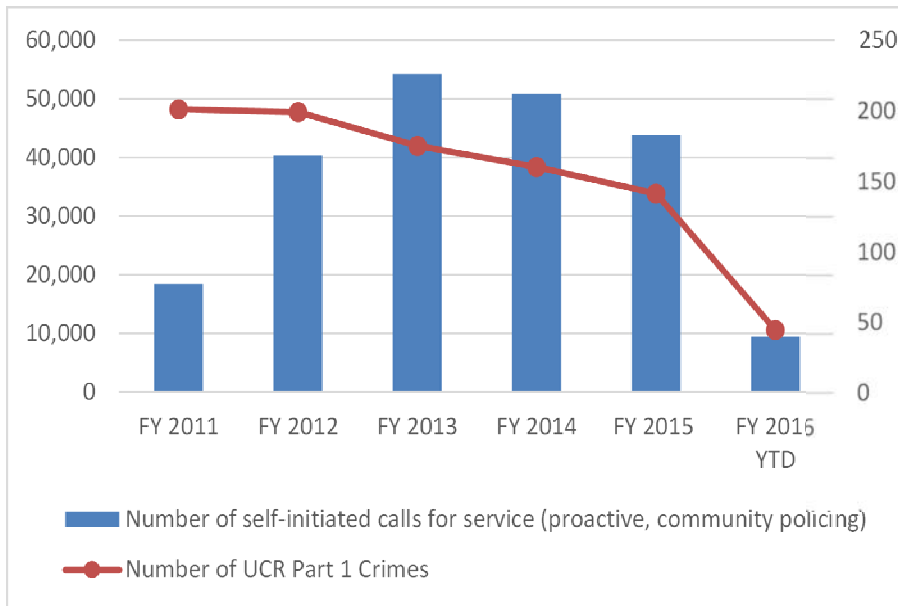


STRATEGY MAP CONNECTION:

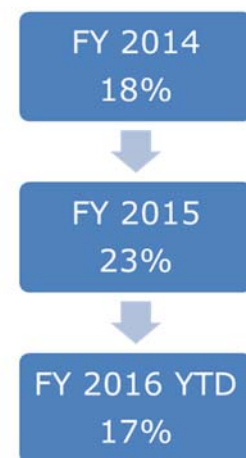
PROTECT AND PRESERVE NEIGHBORHOODS

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

UCR PART 1 CRIMES & SELF-INITIATED CALLS FOR SERVICE



CONSTRUCTION TIME WITH CITY STAFF PRESENT



PERCENT OF STREET AND TRAFFIC SIGNS REPLACED ANNUALLY



STRATEGY MAP

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



DELIVER ON OUR FOCUS AREAS

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

SERVE OUR CUSTOMERS

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

C2- Deliver high quality and unique customer service

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

C4- Provide mobility enhancements that complement neighborhoods

C5- Achieve the highest standards of safety & security

MANAGE THE BUSINESS

B1- Seek innovative technology solutions where appropriate

B2- Proactively seek process improvements and sustainable solutions

B3- Utilize partnerships to implement cost-effective service solutions

B4- Cultivate a culture of transparency and consistent communication

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

PROVIDE FINANCIAL STEWARDSHIP

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

F2- Invest to provide and maintain high quality public assets

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

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

PROMOTE LEARNING & GROWTH

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

L2- Foster positive employee engagement

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

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

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

CRITICAL BUSINESS OUTCOMES

2014

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

CB02- Implement the Comprehensive Plan

CB03- Address the most critical infrastructure needs

CB04- Keep citizens informed through their preferred methods

CB05- Address traffic issues on Glade Rd.

CB06- Look for ways to finish SH26

Integrity

Service

Innovation



STAR Report

Upcoming Council Presentations

Council Date	Target	Responsible Dept/Program	Action Item	Strategy Map Connection
2/16/2016	CMO		PC: Discussion of the FY 2017 Budget Calendar	F4, B4
2/16/2016	CMO		PC: Quarterly Performance Management Report & STAR Report	B4, B5
2/16/2016	Public Works		PC: Update on the SH26 Project	C4
3/8/2016	CMO		PC: Chamber Update	B3
3/8/2016	Human Resources		PC: New Wellness Program	B2, B3, L1
3/8/2016	CSO		PC: Electronic voting equipment for City Council meetings	
3/22/2016	Library		Joint City Council and Library Board Worksession to discuss the Library's Long Range Plan	C1, F3
4/5/2016	Parks		PC: Parks Overview	C1
4/5/2016	Public Works		PC: Discussion and update of the Integrated Mosquito Management Program	C5
4/19/2016	Public Works		PC: Update to the City Council on Glade Road Phase 1 Project	C4, CBO5
4/19/2016	CMO		PC: Mid year budget presentation	F4
5/17/2016	CMO		PC: Quarterly Performance Management Report & STAR Report	B5, L5
5/17/2016	Human Resources		PC: Discussion of FY2017 Insurance Renewal	B2, B3, F3
7/12/2016	CSO		PC: City Council Rules of Procedure Review	B4
7/12/2016	CMO		PC: Annual Discussion of Fee Changes	F3, F4
11/15/2016	CSO		PC: Discussion of the 2017 City Council meeting dates	B4
TBD	Public Works		PC: Impact Fee Update	F4
TBD	CMO		PC: Discussion of 2016 Citizen Survey Methodology	B4, C2, CBO4
TBD	CMO/Colleyville Center		PC: Discussion of the Colleyville Center Site Master Plan	F3, C1
TBD	Public Works		PC: Discussion and update of the MS4 Program	F2, C5
TBD	Finance		PC: Summation 360 Demo	B4, C2
TBD	Comm Dev		PC: Tree Preservation and Road Construction (Councilman Mogged's Request- once arborist is hired)	C1, F2, C2

STAR Report

Projects: Strategic Services

Status	Responsible Dept/Program	Action Item	Notes	Strategy Map Connection
In Progress	CMO	Hotel Occupancy Tax administration- research & set up	research in Dec/Jan in anticipation of 1st hotel opening in 2016	F4
In Progress	CMO	Time Warner franchise fee audit	received data from TW; negotiating settlement	F3
In Progress	Communications	New Website	Front page design done; interior page designs in progress. Tentative launch in April or May.	B1, B4, C2, CB04
In Progress	CSO	Digitizing Documents to Laserfiche (continuation of work)	Complete large format in FY 2016; complete scanning of the arrest files in PD	B1, B2,C2
In Progress	HR	Revamp On-the-Spot Awards Program	January 2016 website live; printed materials arrive and training underway	B4, L1, L2
In Progress	HR	Personnel Manual revision and training	Workshops with Leadership Team underway	B4, L3, L1
Planning	ISM	Internet Redundancy	Currently Quoting with vendors	B2
Planning	ISM	Courts AV Upgrade Phase 2	Discussion has started with vendor	B2, B1, C2
Scheduled	CSO	Update bylaws for SBA & Parks and Recreation Advisory Board	Fall/Winter	B4
Scheduled	Finance/HR	Employee Self Service Timekeeping and Leave Requests	No set schedule yet	B1
Scheduled	HR	Training program for all employees; revamp leadership development program	Vendor review April 2016	L1, L4, L5
Scheduled	HR	NTX Coalition	Jan 2016 RFP issued	B2, B3, F3, L5
Scheduled	HR	Employee Training on Insurance and HSA Accounts	April 2106	F4, L5
Scheduled	ISM	Replacement of Data Center Blade Chassis/Blades/Storage	July 2015	B1, B2
Scheduled	ISM	Phase 2 PD/EOC technology upgrade	June 2015	B1, B2
TBD	Finance	Set up, test & implement General Billing Module in Munis	Spring 2016	B1
TBD	Finance	Set up, test & implement Expense Report Module in Munis	Winter	B1
TBD	Finance- Utility Billing	Design Build of Summation360 website	TBD	C2, B1
TBD	HR	Review automation of open enrollment process	TBD	B1, B2, B3
TBD	HR	Review automation of applicant tracking	TBD	B1, B2, B3
TBD	HR	Colleyville College -- determine the future of this program	Fall/Winter	L4
TBD	HR	Employee recognition -- determine the future of this program	Spring 2016	L4
TBD	ISM	Phone System Software Upgrade	early discussion with contracted vendor no set schedule yet	B2

TBD- On Hold	CMO	Oncor franchise agreement update- currently expired	handled by City Attorney; may be impacted by litigation from other cities	F3
TBD- On Hold	ISM	Fiber Build Phase 1-3	Waiting to work with Grapevine & GCISD	B1, B3
COMPLETE	ISM	Additional Digital Signage - City Hall & Senior Center	This will start in January	B2
COMPLETE	CMO	Mayor for a Day Contest	advertising has begun; contest opened November 2 and closes on December 7	C2
COMPLETE	Finance/HR	Review Employee Self Service for rollout to employees	First phase completed; next phase is timekeeping and leave requests.	B1
COMPLETE	HR	Establish procedures for new Affordable Care Act reporting	1095-C forms given to employees week of 1/25/2016	B2
COMPLETE	HR	Revamp Wellness Program	Fall 2015-Spring 2016	B1, B2, B3
COMPLETE	HR	Supervisor Training on Performance Evaluations	12/9/2015, 12/16/2015, 12/17/2015, 12/18/2015	L3, L4
COMPLETE	HR	Employee ethics/harassment training	11/11/2015	L1
COMPLETE	HR	Employee In-Service Day	11/11/2015	L2, L3
COMPLETE	HR	Employee Health Fair	Oct. 21	L2
COMPLETE	CMO	Water Usage PC item	worked with UB to gather data	B4
COMPLETE	CMO	Employee Engagement Survey & Follow Up	Survey- Feb/Mar; Results- March; May/June- State of the Team Mtgs: October 2015 All	L2
COMPLETE	ISM	Off-site back-up Moved to Barracuda	Feb. 2015	B1, B3, B4
COMPLETE	CSO	Conversion of minutes to SuiteOne platform	Spring 2015	B2
COMPLETE	Communications	Additional Contractual Support for Communications Activities		B4, CBO4
COMPLETE	Finance- Utility Billing	Receipt printer for new software	Ordered	B1
COMPLETE	ISM	Digitizing Documents to Laserfiche (continuation of work)		B1, B2,C2
COMPLETE	Finance	Conversion of UB software to Munis		C2, B1
COMPLETE	CMO	FY 2016 business plans		B5, L3
COMPLETE	CMO	Update Employee Intranet	All Employee Meetings- February 23-25, 2015	B1, B4, L2
COMPLETE	CMO	City Council candidate orientation	3/6/2015	C2
COMPLETE	Finance	Audit finalized	2/3/2015	F4, F1
COMPLETE	Finance	Bank Depository Bid	2/17/2015	F4
COMPLETE	Municipal Court	Laptop and Monitor for Court Room (2nd clerk for payments)		B1
COMPLETE	Municipal Court	Scanner for Court Room (2nd clerk for payments)		B1
COMPLETE	ISM	Upgrade Desktop Support Technician to Management Analyst	Upgrading February 12, 2015	L1
COMPLETE	ISM	Phase 1 Courts technology replacement and upgrade		B2,

COMPLETE	ISM	Laserfiche License upgrade (from 28 to 50 concurrent users)		B2,
COMPLETE	ISM	Increase Leased Fiber (4 months of increase for lines we will still lease)		B2,B3
COMPLETE	ISM	Venue Mapper for Colleyville Center		C2
COMPLETE	ISM	Additional Security Cameras at the Senior Center and City Hall		C5
COMPLETE	ISM	Laserfiche Integration Project: CRW		B1, B2,C2
COMPLETE	ISM	Laserfiche Integration Project: Crimes Software		B1, B2,C2
COMPLETE	ISM	Phase 2 City Hall AV Upgrades		B1, B2,C2
COMPLETE	ISM	Replacement GIS Licensing with Enterprise Licensing		B1,C2, L5
COMPLETE	ISM	Replacement of laptop computers		B2
COMPLETE	ISM	Replacement of ToughBook computers		B2
COMPLETE	ISM	Replacement of wireless system		B1, C2
COMPLETE	Utility Billing	Replacement of Hand Held Meter Devices		B1
COMPLETE	HR	Health Insurance Renewal	7/21/2015	F4, L1
COMPLETE	HR	Compensation Market Study	7/21/2015	F4, L1
COMPLETE	HR	Open Enrollment for FY2016	8/19/2015, 8/20/15, 8/21/2015	L1

STAR Report

Projects: Public Safety

Status	Responsible Dept / Program	Action Item	Notes	Strategy Map Connection
In Progress	Fire	Folding Doors for Fire Station 1	Included in the FY 2016 CIP	F2
In Progress	Fire	Intermedix Contract Renegotiation	August 18 City Council	C2, B1, B3
In Progress	Police	City plan/policy on community run requests	Coordinating with multiple departments	C1, C2, C5, B2
In Progress	Police	Hire new officer 2015 (CCCPD funded)	Testing end of May	L1, C5
COMPLETE	Fire	Fire Apparatus Replacement Plan update	June 18th Worksession	C5, C2, B2
COMPLETE	Police	Self Aid Trauma Kits	Purchased and Training complete	C5
COMPLETE	Fire	Adobe Web Events Software	May	B1
COMPLETE	Fire	Articulate Software	May	B1
COMPLETE	Fire	Update the Fire Code		C5
COMPLETE	Fire Operations	Hire 3 new firefighters		C5, L1
COMPLETE	Fire Operations	Collaborative Adaptive Sensing of the Atmosphere (CASA WX) Project		B3
COMPLETE	Police	Hire new officer (CCCPD funded) mid-year		C5, L1
COMPLETE	Police	AV equipment upgrade in the Interview Room		B1
COMPLETE	Police	Vehicle Replacement per schedule (CCCPD funded)		F2
COMPLETE	Police	Purchase pistols (CCCPD)		C5
COMPLETE	Police	Replacement of Radar Trailer (CCCPD)		F2
COMPLETE	Police	Hire Police Property Room Clerk		C5, L1
COMPLETE	Police	Four handheld radar units		B1
COMPLETE	Police	Increase PT Records Clerk to FT		C5
COMPLETE	Police	Texas Workforce Commission Annual Subscription for CID Investigations		C5
COMPLETE	Fire	Hire 3 New Firefighter/paramedics		C5, L1

STAR Report

Projects: Development & Infrastructure

Status	Responsible Dept./Program	Action Item	Notes	Strategy Map Connection
In Progress	Community Development	Adopt 2015 Energy Code	Ordinance with amendments. State deadline Sept. 1, 2016 for adoption. Also adopt 2015 Solar Energy Code	B1, C2
In Progress	Community Development	Update the Tree Preservation Ordinance	Administrative and substantive changes	C2
In Progress	Community Development	Create hotel licensing process/agreement	Under review	C5
In Progress	Community Development, Police	Update Special Event Permits process and review	Application process for customers and internal review of Permits	C2
In Progress	Facility Services	Repairs and Improvements to the Bidault House	Currently in progress, contractor working on roof repairs	F2
In Progress	Fleet	Vermeer Hydro Excavator Replacement	Scheduled to be purchased FY 2016 Quarter 1	B1, F2
In Progress	Public Works	Bedford Road Retaining Wall	Currently in the design phase	F2
In Progress	Public Works	Water Facility Renewal (Area 1 & 2 - Western Trails and Reagan Estates)	Utility work is complete and the City is coordinating resurfacing the roads	F2
In Progress	Public Works	FEMA Grant Study (Creek Modeling)	Half Associates is currently working on the survey; exhibits submitted to city for review	F3, B3
In Progress	Public Works	Glade Road Final Design Entire Corridor	Professional Service Agreements for phases 2, 3 and 4 were presented to City Council in December of 2015; consultant is working on the design	C4, C5, F2
In Progress	Public Works	Glade Road Phase I: - Final Design (\$701,000)- July 15, 2014 Contract for design from Bransford to Manning to Council - Construction (\$5,700,000) - Bransford to Manning	Consultant currently working on the final design; next Council update is scheduled for March 22, 2016	C4, C5, F2
In Progress	Public Works	Reconstruction of Pleasant Run from Veranda to Bogart	Completed pending installation by Oncor of new street lights	C4, C5, F2
In Progress	Public Works	Emergency Asphalt (FY 2016)	Ongoing in FY 2016	F2
In Progress	Public Works	Water Project 4: Upsize and Replace Water Lines in Sunrise Terrace Subdivision	To be completed by Fall 2016	F2
In Progress	Public Works	Construct SH26 Phase II and III	Letting set for 02/10/2016	C4, C5, F2
In Progress	Public Works	Construct Cotton Belt Trail Phase 3	Parks is overseeing this project; awarded to C Greenspacing; to be completed in early 2016	C4, C5, F2
Planned	Community Development	Review current restrictions on construction working hours in the City	Potential ordinance update	C5, C1
Planned	Community Development	Update Community Development website content and structure	Permits, Inspections, Gas Wells, Trees, Planning - Development Review, Planning - Long Range	B1, C2

Planned	Community Development	Coordinate and revise TRAKiT functionality and implementation	iTRAKiT (for inspector iPads), eTRAKiT (for public searching and scheduling), and TRAKiT (for internal data)	B1, C2
Planned	Facility Services	City Hall - Backup Power	Scheduled to begin in Spring 2016 and completed by Summer 2016	F2
Planned	Facility Services	Justice Center - Roof Repair	Scheduled to begin by Spring 2016	F2
Planned	Facility Services	City Hall Façade Lighting	Scheduled to be begin by Spring of 2016	C5, F2
Planned	Public Works	Install Backup Generator for Emergency Power at L.D. Lockett Pump Station	Scheduled to be complete by Summer 2016	F2
Planned	Public Works	Cheek-Sparger Road (Brown Trail to Bedford Road) - Rehabilitation	Scheduled to be completed in Fall 2016	C4, C5, F2
Planned	Public Works	John McCain (Pleasant Run Rd to Shepherds Glen) - Rehabilitation	Scheduled to be completed by Fall 2016	C4, C5, F2
Planned	Public Works	Pleasant Run Design (Shelton to John McCain)	Scheduled to begin design Spring 2016; construction in FY17	C4, C5, F2
Planned	Public Works	Westcoat - Rehabilitation	To be completed by Fall 2016	C4, C5, F2
Planned	Public Works	Bandit Trail (County project) - Rehabilitation	ILA with Tarrant County has been approved; Schedule TBD	C4, C5, F2
Planned	Public Works	Lowrie Road and Reagan Road (County project) - Rehabilitation	ILA with Tarrant County has been approved; Schedule TBD	C4, C5, F2
Planned	Public Works	Bedford Road Trail (County project) - Rehabilitation	ILA with Tarrant County has been approved; Schedule TBD	C4, C5, F2
Planned	Public Works	Water Project 7: Demolish Overland Trail Pump Station and Storage Tank	To be completed by Fall 2016	F2
Planned	Public Works	Water Project 9: Miscellaneous Repairs to Elevated Storage Tanks	To be completed by Fall 2016	F2
Planned	Public Works	WW Project 2: Rehabilitate Sewer Manholes Identified to be in Poor Condition	To be completed by Fall 2016	F2
Planned	Public Works	SCADA System Upgrade	To be completed by Fall 2016	F2
Planned	Public Works	Light Tower/Generator for Backup Power for Lift Stations	To be completed by Fall 2016	F2
TBD	Community Development	Review basic hotel/motel development regulations This will be included with the other special provisions contained in Chapter 3 of Land Development Code		C5
TBD	Community Development	Short term comprehensive plan implementation items		C2, C5
TBD	Public Works	ADA Sidewalk Assessment	On Hold	C4
TBD	Public Works	Update of City's right-of-way maintenance ordinance		F2
TBD	Public Works	Construct Roundabout at Bedford and Cheek-Sparger	Contingent upon the developer of Heritage Farms; could start in May 2016	C4, C5, F2
TBD	Public Works	Top 10 List Most Unsafe Roads or Intersections	Lee Engineering is doing pro bono	C5
TBD	Public Works	Service Center Design	Currently considering the viability of a CDA with adjacent property	F2, F3, L1

TBD	Public Works	Review and update Land Development Code related to Public Works standards		B2, B4
TBD	Public Works	Real Time Water System Pressure Monitors		C2
TBD	Public Works	Backflow inspections (restructuring and process changes)		B2
TBD	Public Works	Stormwater Master Plan Update		F3
TBD	Public Works	Research creek/tributary maintenance options/requirements on private property (HOAs, etc.)	New project pending	C2, F3
TBD	Public Works	Overland Trail Ground Storage Tank and Pump Station decommissioning	Included in 2016 CIP- Contracts being drafted by David Smyth	F2, F3
On Hold	Public Works	Drainage Fee Structure and Use (impervious area)	On Hold	B2
On Hold	Public Works	American Public Works Association Accreditation	Placed on Hold	B2
COMPLETE	Public Works	Reconstruction of Kingston Estates	Completed	C4, C5, F2
COMPLETE	Community Development	Comprehensive Plan Update of the Master Plan	Summer 2015	F3, B4
COMPLETE	Community Development	Hire Urban Forester	Interviewing	C2
COMPLETE	Public Works	Master Thoroughfare Plan Update Address the Heritage Avenue boundary change	This was completed in conjunction with the adoption of the 2015 Comp Plan	C4
COMPLETE	Public Works	Construction SH26 Phase I Enhancements	Completed	C4, C5, F2
COMPLETE	Public Works	2015 Miscellaneous Concrete Repairs	Completed	C2, F2
COMPLETE	Public Works	Miscellaneous Major Asphalt Maintenance 2015	Completed	C4, C5, F2
COMPLETE	Public Works	Field Connectivity for Meter Services Worker	Completed	B1, C2
COMPLETE	Public Works	First reading of Ordinance to adopt new utility rate structure	Completed	F2, F3
COMPLETE	Public Works	Plan Review and Inspection Fee Update (to address testing costs)	Completed	B2
COMPLETE	Public Works	Utility Relocations along SH26	City Utilities Complete	C4
COMPLETE	Building Maintenance	Construct Trophy Case in City Hall (Priority 2)	Completed in October of 2015	F2
COMPLETE	Public Works	Construction of the Jackson Cheek-Sparger Roundabout	Completed in September of 2015	C4, C5, F2
COMPLETE	Public Works	Update City Council on Access Midstream Pipeline alignment and right-of-way use fee	Withdrawn	C5
COMPLETE	Building Maintenance	Replace Water Heaters at Justice Center (Priority 1)	Complete	F2
COMPLETE	Public Works	Water/Wastewater Master Plan Continuation of Rate Discussion		F3

COMPLETE	Building Maintenance	Council Chamber Lighting for Council/staff name signage (Priority 1)	Complete	F2
COMPLETE	Fleet	Implement Vehicle and Equipment Replacement Schedule		F3
COMPLETE	Public Works	Clean and Seal Exterior Stone City Hall/Library		F2
COMPLETE	Economic Development	Hire new ED Coordinator		L1, C3
COMPLETE	Public Works	Mosquito Program Presentation	3/17/2015	C2, C5
COMPLETE	Public Works	Adopt Water/Wastewater Master Plan (Resolution)	3/17/2015	C2, C5, F2, F3
COMPLETE	Public Works	Approve Engineering Services Agreement for redesign of SH26	3/17/2015	C4, F2, F3
COMPLETE	Public Works	Temporary Repair of Whites Chapel Road Bridge		F2
COMPLETE	Building Maintenance	Replace City Hall Water Valve Actuators (Priority 1)		F2
COMPLETE	Public Works	Rehabilitate Lavaca Trail - 2014 County Project		C4, F2
COMPLETE	Public Works	Rehabilitate Jackson Road (2015 County Project)		C4, F2
COMPLETE	Public Works	Pavement Markings 2015		F2
COMPLETE	Public Works- CIP	Pavement Markings		F2
COMPLETE	Public Works- CIP	Rehabilitate Streets in Jewel Estates Subdivision		F2, C4
COMPLETE	Building Maintenance	Fan Powered Box to heat CH Executive Conference Room (Priority 1)		F2
COMPLETE	Community Development	Adoption of 2012 IBC and IFC- This will be an update of all building and fire codes to the 2012 (or higher) versions.		C5
COMPLETE	Building Maintenance	City Hall/library fire alarm system		C5
COMPLETE	Building Maintenance	Justice Center fire alarm system		C5
COMPLETE	Building Maintenance	Implement contract for disposal of fluorescent light bulbs		B2
COMPLETE	Building Maintenance	Implement contract for maintenance of parking lot gates at Justice Center		B2
COMPLETE	Building Maintenance	City Hall/library emergency lighting		C5
COMPLETE	Building Maintenance	Justice Center VAV boxes		F2
COMPLETE	Building Maintenance	Redundant HVAC unit for the City Hall Data Center		F2
COMPLETE	Building Maintenance	Colleyville Center back doors		F2

COMPLETE	Building Maintenance	Colleyville Center equipment doors to electrical and irrigation rooms		F2
COMPLETE	Building Maintenance	Colleyville Center 6-ton HVAC rooftop unit		F2
COMPLETE	Building Maintenance	Redundant HVAC unit for the Justice Center Data Center		F2
COMPLETE	Building Maintenance	City Hall/library boiler pumps and motors		F2
COMPLETE	Building Maintenance	Seal exterior building openings at the Justice Center		F2
COMPLETE	Building Maintenance	Colleyville Center parking lot and fire lane striping		F2
COMPLETE	Community Development	Hire Plans Examiner		C2
COMPLETE	Fleet	Vehicles and Equipment sent to auction		F4
COMPLETE	Public Works	Street Maintenance (one-time)		C4, F2
COMPLETE	Public Works	Purchase and implement Networkfleet GPS Monitoring		B1
COMPLETE	Public Works	Hire Construction Inspector (project-funded)		F2
COMPLETE	Public Works	Implement Flood System Maintenance Contract		C5
COMPLETE	Public Works	Implement Traffic Signal Maintenance Contract		B2
COMPLETE	Public Works	Guardrail Repair Program (use some of one-time street maintenance \$)		F2
COMPLETE	Public Works	Field Connectivity- purchase 3 tablets & aircards		B1
COMPLETE	Community Development	GC14-015 Amendments to Chapter 5-Tree Preservation- Bring forward amendments to Chapter 5, particularly with regard to punitive actions	Pre Council 9/2/14	C1
COMPLETE	Economic Development	2015 Year in Review	Pre Council 2-2-16	C3

STAR Report

Projects: Leisure Services

Status	Responsible Dept / Program	Action Item	Notes	Strategy Map Connection
In Progress	Colleyville Center	Increased Internet Bandwidth	To be completed in FY 2016	C2, B1
In Progress	Colleyville Center	Replacement Dishwasher	To be completed in FY 2016	F2
In Progress	Colleyville Center	Site Master Plan	Input has been gathered from the Colleyville Center Advisory Committee and a Joint Worksession with the City Council has been held. Work with the consultant is underway.	F3, C1
In Progress	Library	Library Long-Range Plan Update	The Hidell Associates Architects team has continued to work on the Library's Long-Range Plan update. The Hidell team conducted focus group work sessions with the Library staff, the Library Board and the general public to discuss current library use, processes, and layout. An online library assessment survey was conducted October 1 - November 14, 2015, which resulted in 1,318 participants. Results of the survey have been compiled and will be incorporated in the planning document. A draft plan document is scheduled for completion – February 2016.	C1, C2, B2,F3
In Progress	Parks	Master Plan Update	Parks to determine plan elements/scope and advertise RFP.	B2,F2, F3
In Progress	Parks	Splash pad recirculation system	Scheduled to be installed in the winter of 2015	C1, B2, F2
In Progress	Parks	Flashing trail crossing signage along the Cotton Belt Trail	In the process of purchasing equipment and scheduling installation	C4, F2
In Progress	Parks	Playground at Pleasant Run Park	Installation scheduled to be completed by February 2016	C1, F2
In Progress	Parks	L.D. Lockett Park / Cotton Belt Trailhead Enhancement Project	Construction to begin in the winter of 2015	C1, F2, F3
In Progress	Parks	Community Garden Analysis	Online survey recently closed. Staff to review and summarize information.	C1, F3, B3
In Progress	Parks	Pleasant Run Practice Fields - "Master Plan"	Waiting on updated proposal to reflect scope change	C1, F2, F3
In Progress	Parks	Sign Lighting for Entry Markers (convert from solar to hard-wired lighting)	Need to explore alternative options to hard wiring which requires the installation of additional power poles	F2
In Progress	Parks	Park Signage update- Woodbriar and Reagan Park	Waiting on quote for sign at L.D. Lockett Park. We are planning to use the same contractor for all three signs.	F2
In Progress	Parks	Cotton Belt Trail - Phase III	Contract has been awarded. Construction expected to commence in November 2015.	C1, C4, F2
In Progress	Parks	Pleasant Run Trail Construction (Bogart to Mission)	Underway with road improvements	C4

In Progress	Recreation	Senior Center Repairs	The Hidell Team has completed construction documents for the parking lot improvements and floor covering material upgrades. Pricing has been received for these projects and several contracts have been awarded. The parking lot and sidewalk improvements have been completed and the floor covering material upgrade is on schedule for a February 2016 completion.	C1, C5
COMPLETE	Colleyville Center	Fridge Merchandiser	To be completed in FY 2016	C2
COMPLETE	Colleyville Center	Update Rental Agreement	Pending City Attorney review	C1, B2
COMPLETE	Colleyville Center	Dyson Hand Dryers	To be completed in FY 2016	F2
COMPLETE	Colleyville Center	AV Upgrade	Council approved contract with DRI on 10/20/15	C1, B1
COMPLETE	Parks	City Park - Landscape and Amenities	Substantial completion in August 2015	C1
COMPLETE	Colleyville Center	Replacement of Catering Oven	Purchase expected in July	C2, F2
COMPLETE	Library	Upgrade 0.5 FTE Administrative Secretary to 1.0 FTE		C2
COMPLETE	Parks	Shade Structure Replacement at City Park- Fields 1-3	Underway - Victory Awning	C1
COMPLETE	Library & Recreation	Special Events Discussion	4/7/2015	C1, C2
COMPLETE	Parks	Construct Cotton Belt II Spur @ Webb House		C4
COMPLETE	Athletic Field Maint.	Baseball/Softball field laser grading maintenance rotation		C1, F2
COMPLETE	Colleyville Center	Repairs to original sloped metal roof		F2
COMPLETE	Library	PT Technical Services Librarian Position (from 6 hr/wk position)		B2
COMPLETE	Parks	Pleasant Run Trail ROW (Bogart to Mission)		C4, C1
COMPLETE	Parks Maintenance	Railroad rights-of-way maintenance		C1
COMPLETE	Parks Maintenance	Tree falling and removal at Nature Center		C1



City of Colleyville City Council Agenda Briefing

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

Agenda Number PC-4

Agenda Date 02/16/2016

Type Pre Council

Department City Secretary

Title

Discussion of the February 16, 2016, City Council regular agenda items



City of Colleyville City Council Agenda Briefing

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

Agenda Number 1

Agenda Date 02/16/2016

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 contemplated litigation (Camden Lock LLC)

Section 551.071 - Legal - Consultation with attorney regarding litigation - Lincoln et al v. City of Colleyville

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

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

Attachments

RESOLUTION R-16-3960

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF
FEBRUARY 16, 2016**

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 FEBRUARY 2016.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 3

Agenda Date 02/16/2016

Type Announcements, Proclamations, and Presentations

Department City Council

Title

Proclamation recognizing the Grapevine High School Girls Cross Country Team - District 5A UIL State Champions - Coach Rick Miller and Mayor David Kelly

Proclamation recognizing the Grapevine High School Boys Cross Country Team - 2015 Regional and District Champions - Coach Rick Miller and Mayor David Kelly

In recognition of Colleyville's featured business - Pho Duy, My Nguyen, representative, 3930 Glade Road, Suite 126 - Mayor David Kelly and Economic Development Director Marty Wieder

Attachments

1. Proclamation recognizing the Grapevine High School Girls Cross Country Team
2. Proclamation recognizing the Grapevine High School Boys Cross Country Team

Proclamation

CITY OF

Colleyville,
Texas

WHEREAS: the Grapevine High School Girls Cross Country Team won the 2015 UIL Class 5A State Championship; and

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

WHEREAS, Head Coach Rick Miller and assistant coaches Jeff Nisbet and Alissa Cordes led the Grapevine High School Girls Cross Country team to the school's first gold medal since 1993; and

WHEREAS, the team fulfilled their promise to return to the State Meet after coming up short of the gold one year ago, by finishing first on a cold, rainy, and muddy Saturday at Old Settlers Park in Round Rock; and

WHEREAS, Coach Miller tells the story best, "the girls all year had talked about turning silver to gold after finishing second in 2014. They delivered on that promise. The strength of the team is each individual member...the strength of each individual member is the team! 100 PERCENT HARD ROCK!!"

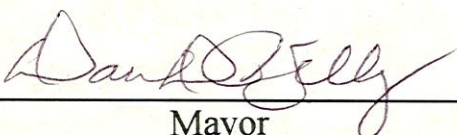
NOW, THEREFORE, I, DAVID KELLY, MAYOR OF THE CITY OF COLLEYVILLE, TEXAS, on behalf of the City Council and the citizens of Colleyville, do hereby extend congratulations to the

GRAPEVINE HIGH SCHOOL GIRLS CROSS COUNTRY TEAM

and encourage all area citizens to join in congratulating these athletes and coaches on this great accomplishment.

IN WITNESS WHEREOF, I do hereby set my hand and seal of the City of Colleyville, Texas, affixed this 16th day of February 2016.





Mayor



Proclamation

CITY OF

Colleyville,
Texas

WHEREAS: the Grapevine High School Boys Cross Country Team, through hard work, dedication, and determination, has brought favorable statewide recognition to Grapevine High School and the Grapevine-Colleyville ISD community; and

WHEREAS, the Boys Cross Country Team brought home the Regional Championship in 2015, marking the first regional win since 2001; and

WHEREAS, the Boys Cross Country Team placed third at the State Cross Country Meet, the highest state finish for any Grapevine High School Boys Cross Country Team since 2001; and

WHEREAS, the team was also named District Champions in 2015; and

WHEREAS, the team is led by Head Coach Rick Miller and assistant coaches, Jeff Nisbet and Alissa Cordes; and

WHEREAS, the team consists of seniors Kyle Brozovich, Haden Murphy, Johnathan Orona, and Hunter Samsel; and juniors Kyle Eberlein, Charlie Hickman and Matthew Melcher.

NOW, THEREFORE, I, DAVID KELLY, MAYOR OF THE CITY OF COLLEYVILLE, TEXAS, on behalf of the City Council and the citizens of Colleyville, do hereby extend congratulations to the

GRAPEVINE HIGH SCHOOL BOYS CROSS COUNTRY TEAM

and encourage all area citizens to join in congratulating these athletes and coaches on this great accomplishment.

IN WITNESS WHEREOF, I do hereby set my hand and seal of the City of Colleyville, Texas, affixed this 16th day of February 2016.





Mayor



RESOLUTION R-16-3961

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
FEBRUARY 16, 2016**

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 February 2, 2016

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 16TH DAY OF FEBRUARY 2016.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Minutes - Draft

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

Tuesday, February 2, 2016

City Council Chambers

Mayor David Kelly called the Pre Council meeting of the Colleyville City Council to order on February 2, 2016, at 5:30 p.m.

ROLL CALL: Mayor David Kelly, Mayor Pro Tem Mike Taylor, and Councilmembers Carol Wollin, Chuck Mogged, Jody Short, and Nancy Coplen

Absent: Councilmember Chris Putnam

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Fire Chief Brian Riley, Assistant Police Chief Robert Hinton, Chief Financial Officer Brian Logan, Human Resources Director Rachel Huitt, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Abra Nusser, Principal Planner Shane Pace, Recreation and Library Director Mary Rodne, Economic Development Director Marty Wieder, Accounting Manager Karen Hines, Parks Manager Heather Dowell, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Matthew Boyle, and City Secretary Amy Shelley

PC-1 Update regarding activities and programs from the Colleyville Area Chamber of Commerce

Colleyville Area Chamber of Commerce representatives were not available for the meeting; therefore, this item has been moved to the March 8, 2016 Pre Council meeting.

PC-2 Economic Development 2015 Year in Review

Economic Development Director Marty Wieder presented this item and briefed the City Council.

Mayor Kelly asked staff what "pop-up" retail means. Director Wieder replied these are temporary tenants which tend to come in for a short period of time, to test the market, such as the Halloween Store or Home Décor.

Mayor Pro Tem Taylor asked staff if the Christmas tree lots are considered "pop-up retail." Community Development Director Abra Nusser replied that is considered a temporary use, but essentially the same concept.

Mayor Pro Tem Taylor asked staff what happened to the number of persons who were interested in the vacant space where Matt's Rancho Martinez was located. Director Wieder replied those persons grew tired of waiting on the liens to be removed; however, some interest in the space still remains today.

Mayor Pro Tem Taylor asked staff about the atmosphere for new openings in these retail chains. Director Wieder replied there is good discussion among the brokers.

Mayor Pro Tem Taylor asked staff if the TexMex theme will remain. Director Wieder replied he believed the broker would like TexMex, but does not believe they are going to be picky with the delay.

Mayor Pro Tem Taylor stated he would still like TexMex back in this location. Director Wieder stated he would like that too; however, the broker will consider all options.

Mayor Pro Tem Taylor asked staff about a potential division of the properties located at the old Gator restaurant site for multiple tenants. Director Wieder replied he has shared that with others, and some have thought about it.

Mayor Pro Tem Taylor asked staff if the Orthodox Church on Glade Road has any intent to expand. Director Nusser replied the church has met with staff in a pre-development meeting; however, staff has not heard back from them since.

Mayor Pro Tem Taylor expressed his appreciation to Director Wieder, and what he does for Colleyville. Director Wieder thanked City Council for their leadership and support.

PC-3 Discussion and update on the SH26/Colleyville Boulevard Construction Projects

Public Works Director Jeremy Hutt presented this item and briefed the City Council. Minh Tran, Area Engineer, Rob Degarmo, Project Manager, and Stephen Ranft, Mobility Coordinator, SH26 were also present to answer any questions.

Councilmember Mogged asked TxDOT when the speed limit for Phase I will go back to 45 mph. Mr. Tran replied they would look at addressing the speed limit; however, they may leave it during the Phase II construction process to avoid driver confusion.

Mayor Kelly asked staff if there will be a ribbon cutting for the opening of the Cotton Belt Trail Phase III. Director Hutt replied yes.

Mayor Kelly asked staff if the contractor will be made aware of the incentive part of the project during the bidding process. Director Hutt replied yes.

Councilmember Short asked staff if the contractor will be able to work beyond Monday through Friday. Director Hutt replied yes.

Councilmember Mogged asked staff if one concrete batch site could cover the entire project. Director Hutt replied it would be a possibility, but there are other sources for concrete. He stated the contractor may seek opportunities with other property owners to set-up a batch site.

Mayor Pro Tem Taylor asked staff if the contractor has better control over the concrete mixture with a batch plant. Director Hutt replied they have control over getting the mix since they have the equipment; however, there are some concerns of quality with batch plants. He stated the biggest benefit is the contractor does not have to wait for concrete, which provides more flexibility. He added the same concrete testing process applies.

Mayor Pro Tem Taylor asked staff if there have been any adverse issues with the batch plant put in at the Creekside development. Director Hutt replied none have been reported.

Mayor Kelly asked staff if TxDOT will approve the construction contract, as we do not want the delay experienced with Phase I. Director Hutt replied there is not a delay associated with this contract.

Mayor Kelly asked staff if there are a different quality of bidders with this contract versus with Phase I. Director Hutt replied there is a good selection of bidders at this point.

Councilmember Short asked staff if all City utilities are clear. Director Hutt replied all utilities are cleared, and all franchise utilities should be finished by the end of February.

Mayor Kelly asked staff if a City stamp has been added to the plans. Director Hutt replied yes, there is a title block on the front cover sheet.

Mayor Kelly asked staff if any contractor has questioned that the City has not signed off on the plans. Director Hutt replied not knowing of any comments. He stated staff has talked with TxDOT.

Mayor Kelly asked staff when the City stamp was added to the plans. Director Hutt replied about the time it was discussed a year ago, but stated not being sure when the stamp was added to the cover sheet.

Councilmember Mogged asked staff about a communication plan with the businesses along the roadway relative to the construction schedule. Director Hutt replied SH26 Coordinator James Hubbard will be working with the property owners

and will be coordinating with TxDOT regarding any issues. He added once the contractor is selected and known, staff will be able to identify some time lines.

Mayor Kelly stated Coordinator Hubbard will be making a presentation at the next meeting.

Mayor Kelly asked Mr. Tran if the current project letting standards are the most up-to-date. Mr. Tran replied they are not expecting any planned changes.

Mayor Kelly asked Mr. Tran if there are any upcoming proposed standards. Mr. Tran replied no, those were recently updated.

Mayor Kelly asked staff how this will work since the contracts have not been signed. Director Hutt replied the last conversation he had was during a conference call and they stated they are moving forward with the project. He stated we do have a memorandum of understanding. Mr. Tran replied they are also working on those items.

Councilmember Short asked staff if there are improvements in place to correct situations with traffic flow or property access like experienced in Phase I. Director Hutt replied depending on the exact issue, the resolution should be identified on the front end. Mr. Tran further explained the experiences with the first phase, and stated Mr. Ranft will be available for the businesses to contact as well. Mr. Ranft concurred.

Mayor Kelly asked Mr. Tran if the Communications Manager Mona Gandy would be involved in the communication process. Mr. Tran replied yes.

Councilmember Coplen asked staff if there will be a connection between Coordinator Hubbard and the citizens, such as email blasts. Coordinator Hubbard replied he would be providing an update at the next City Council meeting which outlines the coordination, such as homeowner association contacts, etc.

Councilmember Short asked Mr. Tran if an issue comes up with traffic flow or signal coordination, will there be an opportunity to help improve those issues and make them better. Mr. Tran replied yes, they are committed to listening to the city and responding to those situations quickly.

Mayor Kelly asked Mr. Tran if we will have control over signalization, in the event TxDOT cannot come out quickly. He added we had situations during the last phase. Mr. Tran replied they will consider that.

Mayor Pro Tem Taylor stated TxDOT has a bad reputation in our City relative to traffic flow during Phase I. He stated we have got to have better performance from this contractor.

PC-4 Discussion, consideration, and direction regarding complaint- alleged conflict of interest (City Manager) 14.02 City Charter

City Attorney Matthew Boyle discussed this item and briefed the City Council.

Mayor Kelly asked staff if either of the referrals stand out more than the other. City Attorney Matthew Boyle replied both are equal in caliber; however, if asked he would recommend Mr. Ted Steinke.

Mayor Pro Tem Taylor stated it should not be accepted, and we should not be spending taxpayers' dollars to defend this complaint, but as an employer protecting an employee.

Mayor Kelly stated this is to put the complaint to rest and to do so independently.

Councilmember Short asked Mayor Kelly if the complaint question has been narrowed sufficiently enough to have an independent review. Mayor Kelly replied there are a few of items: (1) is the purchase of real estate by the city manager a conflict of interest by the City Charter or personnel policies; (2) is the purchase of real estate by a city employee a conflict of interest by the City Charter or personnel policies; and (3) was the purchase of real estate by the city manager based on public information.

Councilmember Short asked Mayor Kelly about what is done when the next complaint comes in. Mayor Kelly replied if it is judged that a City employee purchasing property in Colleyville is not a conflict of interest, then a document will be available as reference.

City Attorney Matthew Boyle stated the City Council's obligation under the City Charter is to provide a written response to the complaint, or direct a designee to respond.

Mayor Pro Tem Taylor stated City Attorney Matthew Boyle should respond, and then, as an employer, move forward.

Mayor Kelly stated the point of an independent review is not in relation to the complaint submitted, it is to clear the air and put it to rest, and make the citizens aware we have trustworthy staff.

Mayor Kelly asked City Council if they are good with having an independent review by Mr. Steinke under the parameters given. City Attorney Matthew Boyle suggested state law should be added to those parameter. Mayor Kelly concurred.

Mayor Pro Tem stated this needs to be a guideline for future issues.

Councilmember Short asked Mayor Kelly if the comp plan question should be addressed. Mayor Kelly stated it does not need to be.

Mayor Pro Tem Taylor stated the comp plan question addressed all citizens. Councilmember Short stated the attorney addressed that issue by having the third party independent review.

Mayor Kelly stated this is a broader request relative to a City employee owning property in Colleyville.

Mayor Pro Tem Taylor stated councilmembers have to put items on notice, if we are voting on something that may be a conflict of interest. He added we also have to do so with filing reports. He suggested this may be something we need to look at for employees as well. Mayor Kelly suggested seeing what the independent counsel determines.

City Attorney Matthew Boyle stated his office will send a written response to both the original and amended complaint. Mayor Kelly agreed, if it is required.

Councilmember Wollin asked Mayor Kelly if the independent counsel will report to City Attorney Matthew Boyle or to City Council. City Attorney Matthew Boyle stated his office would retain the third party on their behalf and will report to City Council.

PC-5 Discussion of the February 2, 2016, City Council regular agenda items

There was no discussion of this item.

Mayor Kelly adjourned the Pre Council meeting at 6:44 p.m.

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

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

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Fire Chief Brian Riley, Assistant Police Chief Robert Hinton, Chief Financial Officer Brian Logan, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Abra Nusser, Principal Planner Shane Pace, Economic Development Director Marty Wieder, Parks Manager Heather Dowell, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Matthew Boyle, and City Secretary Amy Shelley

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

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

Section 551.071- Legal - Consultation with attorney regarding DART right-of-way licenses and fees

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

Section 551.071 - Legal - Consultation with attorney regarding litigation - Lincoln et al v. City of Colleyville

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

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

Mayor Kelly explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 6:44 p.m. and reconvened at 6:45 p.m.

INVOCATION: Pastor Lanre Sobo, Glory House

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-16-3956

This resolution was not needed.

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

Councilmember Mogged announced that Governor Abbot has declared today, February 2, the first annual Chris Kyle day to honor his service to our country.

Mayor Kelly announced the Citizen's Fire Academy will begin on Thursday, March 10, and he encouraged citizens to apply to participate in the class. He stated seats are limited. He added information is available on Colleyville's website.

Recognition of the 2015 Colleyville Area Chamber of Commerce Leadership Award Winner, Marty Wieder - Mayor David Kelly

Mayor David Kelly recognized Economic Development Director Marty Wieder for being the recipient of the Colleyville Area Chamber of Commerce Leadership Award. Director Wieder expressed his appreciation to City Council for their support.

4. CONSENT: READING AND PUBLIC HEARING- Resolution R-16-3957

- 4a** Approval of the minutes of the regular City Council meeting of January 19, 2016
- 4b** Approval to use Voluntary Park Fund monies for the improvement of a portion of the soccer practice fields at Pleasant Run Park in an amount not to exceed \$70,000
- 4c** Approval of an Interlocal Agreement with Tarrant County for the rehabilitation of Bedford Road, Bandit Trail, Reagan Road and Lowrie Road and authorize the city manager to execute the agreement

Mayor Kelly read Resolution R-16-3957 in its entirety.

Parks Manager Heather Dowell presented item 4b and briefed the City Council.

Public Works Director Jeremy Hutt presented item 4c and briefed City Council.

Mayor Kelly expressed his appreciation to the Colleyville Soccer Association for their participation in the soccer field improvements at the Pleasant Run Park.

Councilmember Wollin expressed her appreciation to staff with the presentation in the Western Trails subdivision.

Mayor Kelly expressed his appreciation to the County for the partnership they provide in projects.

Mayor Kelly opened the public hearing at 7:43 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 7:43 p.m.

Mayor Kelly made a motion to approve Resolution R-16-3957. 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

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

5a Ordinance O-16-1974

Consideration of an amendment to the PUDC-Planned Unit Development Commercial zoning requirements on Abstract 180, of the J.L Byas Survey, located at 1603 Hall-Johnson Road, Case ZC15-004

Mayor Kelly read the caption of Ordinance O-16-1974.

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

Mayor Kelly opened the public hearing at 7:54 p.m.

Tom Monks, applicant and property owner, was present to answer questions, but did not present additional information.

There were no others wishing to speak and Mayor Kelly closed the public hearing at 7:55 p.m.

Mayor Kelly asked Mr. Monks about the waiver requests and the necessity for them. Mr. Monks replied these waivers are parallel with the original amendment, and stated there are additional improvements from the original request. He stated these are overall improvements from what currently exists, especially with proposed landscaping.

Mayor Kelly stated having a concern about the appearances of the subject property, in the event new development occurs adjacent to the service center. Mr. Monks stated everything to be stored outside will not be visible from the street, and the east side will look like a park.

Mayor Kelly asked Mr. Monks if any consideration has been given to running a wood fence between the west and east side, or put the future fence by the shop to put equipment behind it, as well as fence around the portable containers to create a better visual impact. Mr. Monks replied there have been some discussion of having a fence running north and south to separate the operations and the office, but that is as far as it went.

Councilmember Mogged asked Mr. Monks if landscaping will be along the west side of the proposed cul-de-sac. Mr. Monks replied yes.

Councilmember Mogged asked Mr. Monks if the iron fence will run along the entire north side. Mr. Monks replied yes, there would be no public access to the property. He stated the new office and landscaping will be seen from the cul-de-sac.

Councilmember Short asked Mr. Monks if he would want to limit access to the yard where the equipment is stored. Mr. Monks replied they plan to have a gate, but there is not a concern when the public accesses the property. He stated the property is less secure now than it will be in the future.

Mayor Kelly stated his concern is the visibility adjacent to the proposed cul-de-sac road. Mr. Monks stated he believes the landscaping will help with that concern.

Mayor Kelly stated the employee parking should be on an all-weather surface, such as asphalt or concrete. Mr. Monks replied the employees are currently parking on gravel. Mayor Kelly stated this request triggers additional standards, such as the fire lane will also need to be asphalt or concrete, and the employee parking should be the same. Mr. Monks stated the office staff, as well as the work trucks, are used to parking on gravel, and have been for over 20 years. He added he would like to continue with this.

Councilmember Coplen asked staff about the two variances relative to the front yard and landscaping setbacks. Director Nusser replied one is the existing shop in the northwest corner. She added the front yard setback, 19 feet, and the reduction in the landscape buffer from 20 feet down to 10 feet; although the applicant does provide more than 10 feet in multiple locations, he is requesting 10 feet. She added the front yard setback relative to the existing shop building, in the northwest corner would need to be 40 feet south of the northern property line to comply, and it is currently 19 feet away.

Mayor Pro Tem Taylor asked about the timeframe for the new building. Mr. Monks replied as soon as possible, before the end of the year.

Councilmember Wollin asked Mr. Monks about the three additional portable storage containers, and if they will go where the office is currently located. Mr. Monks replied no, two are currently in the southwest corner, and two are currently on the north side of the property, fairly close to the proposed cul-de-sac. He stated the two by the proposed cul-de-sac would be moved to the southwest corner.

Councilmember Wollin asked Mr. Monks if they will be taller than the current portable containers. Mr. Monks replied no, they are below the fence line.

Mayor Kelly stated he would like staff to provide photos of the property, from the entrance, to have a visual of the approach to the property.

Mr. Monks stated he would like the existing Cottonwood trees to be saved during the cul-de-sac construction.

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

6. RESOLUTION(S): READING AND PUBLIC HEARING

6a Resolution R-16-3958

A resolution authorizing the Texas Coalition for Affordable Power (TCAP) to negotiate an electric supply agreement for five years effective January 1, 2018

Mayor Kelly read Resolution R-16-3958 in its entirety.

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

Mayor Kelly asked staff what is currently being paid per kilowatt hour. Manager Lothery replied a little higher than seven cents.

Mayor Kelly asked if this will lock in a rate for 2018-2022, no matter what electricity costs are at that time. Manager Lothery concurred.

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

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

Mayor Kelly made a motion to approve Resolution R-16-3958. 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, Jody Short, and Nancy Coplen

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

Kathy Hadley, 204 Timberline Drive North, stated the following: she is pleased with the businesses in the Colleyville Downs shopping center; the curb at Glade Road across from Riverwalk Drive is being hit; the Jackson Road bridge at Bear Creek is dangerous; questioned why all the changes in Colleyville such as the

master plan and now the Charter; questioned about attorney fees discussed in Pre Council; and stated everyone needs to do their due diligence in reading the City Charter.

Bobby Lindamood, 4913 Jim Mitchell Trail West, expressed his appreciation to Economic Development Director Marty Wieder for a job well done; stated having concerns about the city attorney looking at his lawsuit; stated having concerns about the City's reputation relative to the comprehensive plan; and stated having concerns for the wellbeing of his city.

8. REPORTS

Library Board Meeting Minutes - October 12, 2015

There was no discussion of this item.

9. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR FEBRUARY 2, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-3959

This resolution was not needed.

10. ADJOURNMENT

There being no further business before the City Council, Councilmember Coplen motioned to adjourn. Mayor Kelly seconded.

Mayor Kelly adjourned the meeting at 8:33 p.m.

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

Minutes taken and prepared by:

*Amy Shelley, TRMC
City Secretary*



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 02/16/2016

Number Ordinance O-16-1974

Type Ordinance

Department Community Development

Title

Consideration of an amendment to the PUDC-Planned Unit Development Commercial zoning requirements on Abstract 180, of the J.L Byas Survey, located at 1603 Hall-Johnson Road, Case ZC15-004

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Second Reading and Public Hearing

At the February 2, 2016 City Council meeting one citizen registered their support for the proposed request. No citizens wished to speak on the item.

City Council directed staff to provide photographs of the subject property looking south from the adjacent property (City of Colleyville Service Center) to the north. The photographs are attached for review.

First Reading and Public Hearing

Thomas Monks, the property owner, has submitted a request to amend the PUD-C – Planned Unit Development Commercial zoning of 2.87 acres located at 1603 Hall-Johnson Road. The applicant is proposing to construct a new office building, not previously contemplated with the existing PUD-C, and a PUD-C amendment is required for its construction.

Background. Attached Ordinance O-14-1904 was approved by the City Council on February 4, 2014. It established the PUD-C zoning for the entire 2.87 acre site, and permitted a landscaping business with outside storage named *The Lawn Firm*. The PUD-C established provisions for building and site improvements. Ordinance O-14-1904 required the property owner to bring all on-site non-conformities into compliance within one year of approval.

The property owner has addressed all items originally discussed, with the exception of the fire lanes and access, which are currently in progress. The proposed PUD-C amendment seeks to resolve the remaining non-conformities on the subject property, and allow for the construction of a new office building. When the PUD-C was considered previously, construction of a new building was not a component of the request. Therefore, the requested amendment re-opens the case, and all waivers

previously granted for consideration. As such, all non-conformities with the Land Development Code are highlighted as waivers, and noted below for reference and consideration, even though all but one waiver was previously approved (portable storage containers).

Statement of Planning Objectives. The property owner has provided a written Statement of Planning Objectives, which has been used for drafting the proposed PUD-C ordinance amendment for the subject property. The Statement of Planning Objectives describes the nature of the proposed development, including a development schedule, and it outlines the goals of the amendment. A copy of the Statement of Planning Objectives is attached to this agenda briefing.

Development Standards. The proposed amendment includes a detailed site plan, landscape plan, and building elevations. These documents identify the location of all existing and proposed structures, fire lanes, point of access, screening, buffer zones, existing and proposed landscaping, a future detention pond, and required public improvements.

Based on the site plan submitted, the development will consist of one lot, totaling approximately 2.87 acres with two permanent structures, one existing and one proposed. An existing shop building is proposed to remain, and a new 2,993 square-foot office building for the landscaping business is proposed to be constructed to replace the temporary office trailer currently on the site. The temporary office trailer currently on the site will need to be removed within one year of Certificate of Occupancy of the new building. Also, proposed to remain on-site are a greenhouse, chicken coop, four portable storage containers, and un-enclosed outside storage.

WAIVER CONTINUATION: The applicant is proposing to maintain the current allowance from the existing PUD-C of outside storage of equipment, supplies, and materials, as long as they are a minimum of 25 feet away from any adjacent properties zoned or used for residential or educational purposes. Outside storage was previously considered and approved on this site and the provision was added to the PUD-C at that time, although outside storage is only prohibited for large commercial buildings.

The proposed site features comply with the minimum dimensions and setbacks established for the PUD-C zoning district as follows, except the required front yard setback (detailed further below):

Lot size:	7,200 square feet
Lot width:	70 feet
Lot depth:	115 feet
Front yard setback:	40 feet (modification requested, see below)
Side yard setback:	10 feet
Rear yard setback:	10 feet

Front Setback: PUD-Cs require a minimum 40-foot front yard setback. The existing shop is proposed to remain and is located approximately 19 feet from the front property line. The applicant is proposing to maintain the existing 19-foot front yard setback. Due to the physical location of the lot and structure (behind the City's Public Works Service Center), the existing shop is not visible from Hall-Johnson Road, and the front yard setback does not provide any buffering from adjacent streets or residential property.

WAIVER CONTINUATION: The applicant is proposing a minimum 19-foot front yard setback versus the 40-foot setback required. The existing 19-foot setback was approved with the current PUD-C.

Parking: Based on the parking requirements of the Land Development Code, a total of 10 parking spaces are required for a general business office, and 10 striped and paved spaces are proposed. Per section 3.29.1 of the Land Development Code:

"All parking spaces, aisles, and maneuvering areas shall be constructed of an all-weather surface composed of concrete, asphalt, brick, or paving stone. Such paving shall meet the minimum construction standards contained in the Colleyville Building Code. Such all-weather surface shall be provided for all parking spaces, whether enclosed or unenclosed, and shall be connected by an all-weather surface driveway to a street or alley. Rock, gravel, and dirt parking surfaces are prohibited."

The applicant is proposing to maintain current gravel parking areas, identified on the site plan, for employee and company vehicle parking, but to provide the 10 striped and paved parking spaces for customers.

The existing gravel parking areas do not meet the all-weather surface requirement. Due to the nature of the existing business, staff recognizes the need to provide additional parking for employees and associated business vehicles on-site. The applicant has stated that since the landscaping business does not operate in inclement weather, ruts and other damage to gravel parking areas are not prevalent. Although the existing gravel parking surfaces are non-compliant, the addition of 10 striped and paved parking spaces for customers will be an improvement to the existing conditions on-site, and the existing gravel parking surfaces should not adversely impact adjacent properties.

WAIVER CONTINUATION: The applicant is proposing gravel parking areas, in addition to 10 striped and paved parking spaces, for employee and company vehicle parking, versus the required all-weather surface.

Screening and Buffering: Per Section 3.26 of the Land Development Code, an eight-foot, decorative, masonry wall is required to screen non-residential land uses from residential land uses. The applicant has requested to maintain the existing six-foot and

eight-foot wooden fences along the southern and eastern property lines where residential adjacency exists, as illustrated on the proposed zoning exhibits. The wood fences are well-maintained and in good condition.

Many large, mature trees exist along each of the property lines, and the applicant has stated that although no tree removal is proposed with the site improvements, the installation of a masonry wall could damage or kill many of the mature trees along the required area of the wall that are currently providing natural screening between the subject property and adjacent residential uses.

WAIVER CONTINUATION: The applicant is proposing to keep the existing wood fences (six and eight feet tall) instead of the required eight-foot, decorative, masonry wall along the southern and eastern property lines.

Section 3.26 of the Land Development Code requires all waste, garbage, compacting, and recycling containers to be fully enclosed by a decorative masonry wall and gate that matches the exterior wall of the primary structure on the property where the container is located. The applicant is proposing a dumpster on a concrete pad on the northern portion of the subject property without a screening enclosure. The dumpster, in its proposed location, would be visible from the adjacent property to the north, and from the access drive to the subject property.

WAIVER CONTINUATION: The applicant is proposing to provide an un-enclosed dumpster on a concrete pad, instead of providing a decorative masonry wall with gate as required.

Chapter 4 of the Land Development Code requires a minimum 20-foot wide landscape buffer for any development in a PUD-C which abuts districts zoned residential; in this case, along the southern and eastern property lines. The buffer is required to consist of "live plant material of the evergreen variety which is expected to grow to six feet in height in two years, a minimum of three feet in height at the time of installation, and planted on six-foot centers, for the entire distance along which the development abuts the residential district."

The applicant is proposing a minimum 10-foot landscape buffer, with many areas providing substantially more than 10 feet of landscaping along the required greenbelt area. There are a significant number of mature trees along the perimeter of the subject property that provide natural screening, and the applicant is also proposing to plant additional evergreen trees to increase screening and buffering of land uses as shown on the proposed Landscape Plan Exhibit. The existing wooden fences and mature trees, along with the addition of many trees and shrubs as detailed further below, should provide an improvement to the screening and buffering currently between the subject property and adjacent residential uses.

WAIVER CONTINUATION: The applicant is proposing a minimum 10-foot wide

landscape buffer along the southern and eastern property lines, versus the minimum 20-foot landscape buffer required.

Portable Storage Containers: The subject property is currently housing multiple portable storage containers. Section 3.24 of the Land Development Code generally stipulates that there can be a maximum of one portable storage container per property, and that it cannot remain at a property in any zoning district in excess of 30 consecutive days, more than once per year. In addition, they are required to be placed on an asphalt or concrete surface (or a gravel surface is permitted if the portable storage structure is located behind the principal structure).

The applicant is requesting to allow for a maximum of four portable storage containers to remain on-site, on grassed areas, for storage indefinitely. Additional permanent structures, complying with the Land Development Code's Commercial Design Standards, could be proposed to accommodate permanent storage needs.

NEW WAIVER REQUEST: The applicant is proposing four portable storage containers on non-permitted surfaces indefinitely, versus the maximum allowed one portable storage container on an approved surface for a maximum of 30 days per year.

Access. Access to the site is currently provided by a dirt/gravel road, traversing through the City of Colleyville's Public Works Service Center. Future plans to construct improved access to the site are underway and will be required prior to filing a plat for record.

Open Space. Section 3.23 of the Land Development Code requires a minimum of 20 percent open space for all Planned Unit Development (PUD) Districts. The applicant has stated that there is approximately 57 percent open space provided. With the required perimeter landscape buffer, the proposed landscaped areas on the interior of the site, and the large area reserved for detention, there will be substantially more than 20 percent open space on the subject property. The applicant will be required to provide the designation of the open space areas on an associated plat, prior to the issuance of a building permit. The guarantee of preservation and maintenance of the common open space, as required by Section 3.23 of the Land Development Code, must be provided on the associated plat through the necessary covenants, restrictions, and/or notes.

Landscaping. The applicant has submitted a landscape plan that includes the addition of approximately 23 trees, 169 shrubs, additional groundcover, and seasonal color. Many of the proposed plantings are to comply with minimum landscaping standards, and the landscaping depicted on the plan exceeds the minimum requirements of the Land Development Code. The applicant has noted that the landscaping improvements are intended to be utilized as a showcase for customers seeking landscape design services from the business. The addition of landscaping to the site will provide an improvement to the existing site conditions.

Drainage. The applicant is proposing to install a detention pond on the eastern side of the subject property to meet the City's drainage requirements. The pond area is proposed to be over-sized to accommodate regional detention needs, including possible drainage from the adjacent Public Works Service Center, in the future. Should drainage not be coordinated between the two properties, the applicant can size the pond to comply with drainage requirements for the proposed development only.

Exterior Building Elevations. The applicant has submitted exterior building elevations and are attached to the proposed rezoning request for consideration. The proposed building will utilize stucco as the primary building material, with brick accents and a standing seam metal roof. Architectural elements including a recessed entryway, metal awnings, and dormer windows are proposed.

Chapter 6 of the Land Development Code requires a minimum score of 30 points for all commercial zoning classifications, with the exception of PUD and SUP districts. These developments may obtain approval of higher or lower values as authorized by the City Council. Although the applicant is proposing to meet the minimum design score of 30 points for the new proposed building, the applicant is requesting for the existing building to remain as is.

Trails. According to the *Colleyville Pathways Plan*, no trail connections are planned or proposed for the property.

Platting. The subject property will be required to be platted prior to the issuance of a building permit on the subject property.

Surrounding Development Trends. The properties directly to the north are zoned Agricultural (AG) and Light Manufacturing (ML) and are occupied by the City of Colleyville's Public Works Service Center. Property to the west is zoned Shopping Center (CC-2) and currently occupied by the Waypoint Montessori School. Property to the south is zoned Single Family Residential (R-20) and developed with single family homes. Property to the east is zoned Planned Unit Development – Residential (PUD-R) and developed with single family residential uses.

Development Fees. Water, sewer, and roadway impact fees are due at the time of building permit issuance and will be required for this development. Fees are calculated as described in Chapter 13 of the Land Development Code.

Comprehensive Plan. The City's comprehensive plan, *Destination Colleyville*, designates this property for future commercial uses. The proposed development is consistent with the future land use map, and the comprehensive plan does not propose to change the existing land use on the subject property.

Public Notification. Staff notified 19 property owners within 200 feet of the subject

property as well as any Homeowners' Associations within 500 feet 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. Three speaker cards were submitted at the Planning and Zoning Commission meeting in support of the request, and three letters of opposition have been received (including one from an adjacent homeowners association). Approximately 2.8 percent of the opposition is within 200 feet of the subject property.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission recommended approval of this request at the January 11, 2016 meeting by a vote of 7-0 with the following conditions: 1) approve staff recommendations 1-4 and 6; 2) a decorative masonry wall will be required around the dumpster on three sides (west, north, and east) however, no metal gate will be required on the enclosure; 3) allow four portable storage containers for an indefinite timeframe, in the southwest corner of the subject property, to be located a minimum of 25 feet from any adjacent residential zoned property, on an approved surface (gravel, asphalt, or concrete), to be relocated within one year of issuance of Certificate of Occupancy for the new building.

Summary. The property owner has addressed all items originally discussed in the existing PUD-C, with the exception of the fire lanes and access, which are currently in progress. The proposed PUD-C amendment seeks to resolve the remaining non-conformities on the subject property, and plan for an additional office building. However, based on the information received to date, the current proposal does not meet all of the standards required by the Land Development Code.

Staff recognizes the unique nature of the business operations on this site, along with the unique location of the site with limited access. Although the proposed rezoning request is consistent with the City's comprehensive plan, staff recommends denial of the proposed rezoning request due to technical non-compliance with the Land Development Code. Listed below are the waivers associated with this request:

1. **WAIVER CONTINUATION:** The applicant is proposing to maintain the current allowance from the existing PUD-C of outside storage of equipment, supplies, and materials, as long as they are a minimum of 25 feet away from any adjacent properties zoned or used for residential or educational purposes. Outside storage was previously considered on this site and the provision was added to the PUD-C at that time, although outside storage is only prohibited for large commercial buildings.

2. **WAIVER CONTINUATION:** The applicant is proposing a minimum 19-foot front yard setback versus the 40-foot setback required. The existing 19-foot setback was approved with the current PUD-C.

3. **WAIVER CONTINUATION:** The applicant is proposing gravel parking areas, in

addition to 10 striped and paved parking spaces, for employee and company vehicle parking, versus the required all-weather surface.

4. *WAIVER CONTINUATION*: The applicant is proposing to keep the existing wood fences (six and eight feet tall) instead of the required eight-foot, decorative, masonry wall along the southern and eastern property lines.

5. *WAIVER CONTINUATION*: The applicant is proposing to provide an un-enclosed dumpster on a concrete pad instead of providing a decorative masonry wall with gate as required.

6. *WAIVER CONTINUATION*: The applicant is proposing a minimum 10-foot wide landscape buffer along the southern and eastern property lines versus the minimum 20-foot landscape buffer required.

7. *NEW WAIVER REQUEST*: The applicant is proposing four portable storage containers on non-permitted surfaces indefinitely, versus the maximum allowed one portable storage container on an approved surface for a maximum of 30 days per year.

Financial Impact

There is no financial impact to the City.

Recommendation

Denial

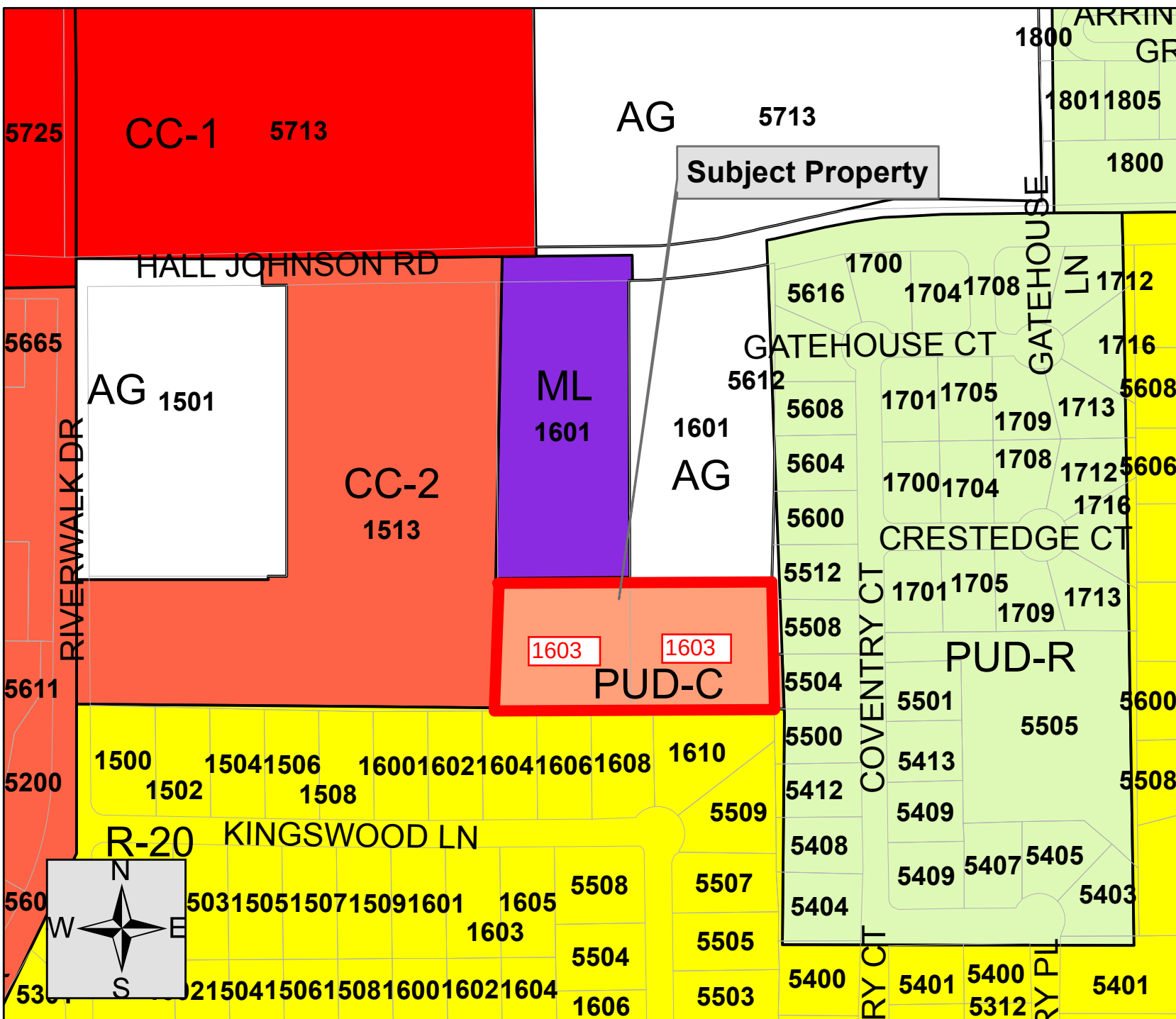
Attachments

1. Location and Zoning Map
2. Aerial
3. Future Land Use Map
4. Buffer Map
5. Statement of Planning Objectives
6. Letters of Opposition
7. Site Plan Exhibit
8. Landscape Plan Exhibit
9. Landscape Screening Exhibit
10. Elevations Exhibit
11. Opposition Map
12. Notification List
13. Speaker Cards - January 11, 2016 Planning and Zoning Hearing
14. Speaker Card - February 2, 2016 - City Council
15. Site Photos
16. Existing Ordinance - O-14-1904
17. Ordinance O-16-1974

Location and Zoning Map

Case ZC15-004

1603 Hall-Johnson Road



Aerial Map



Case ZC15-004

1603 Hall-Johnson Road

Legend

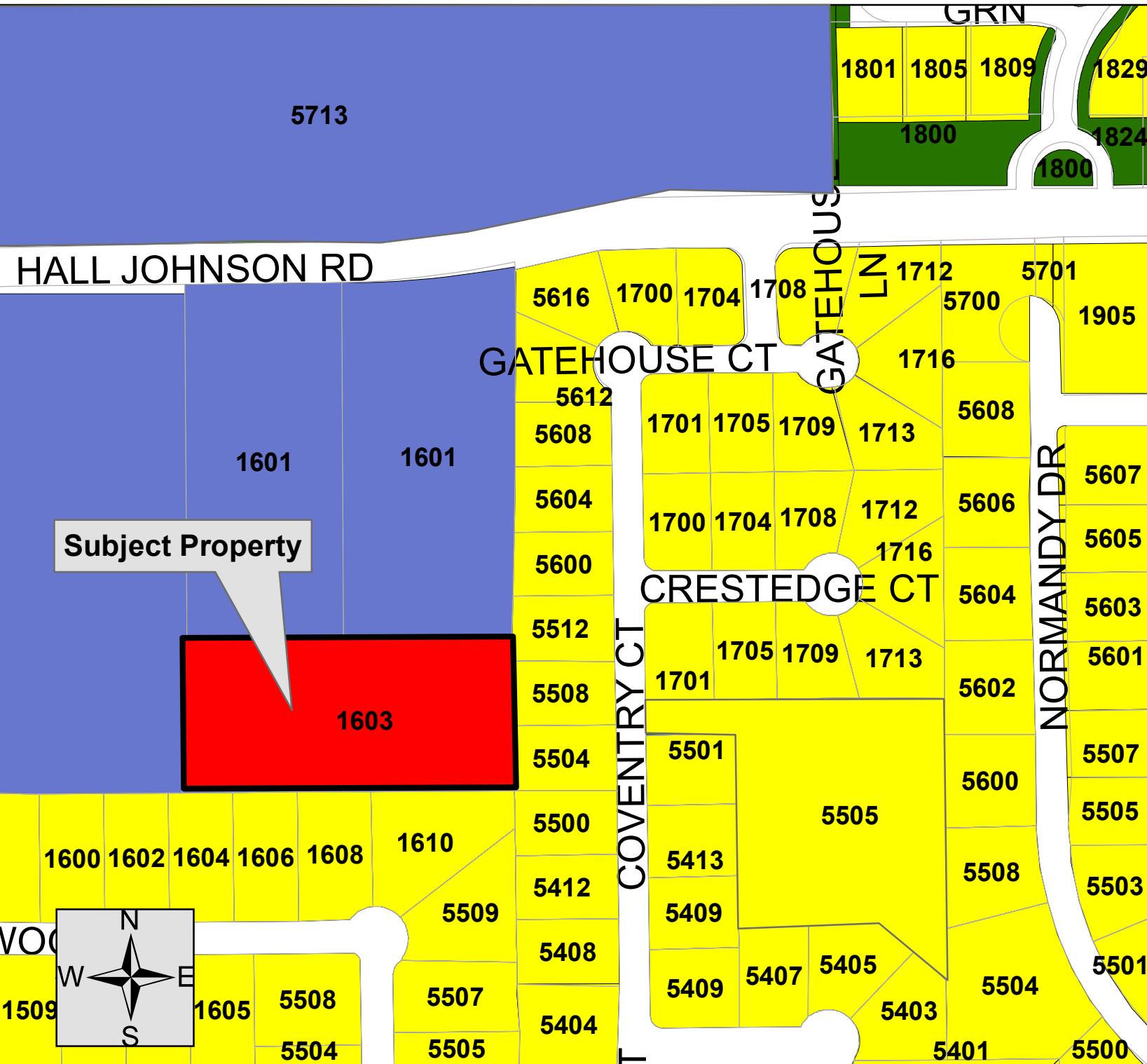
-  Subject Property
-  Parcels



Future Land Use Map

Case ZC15-004

1603 Hall-Johnson Road



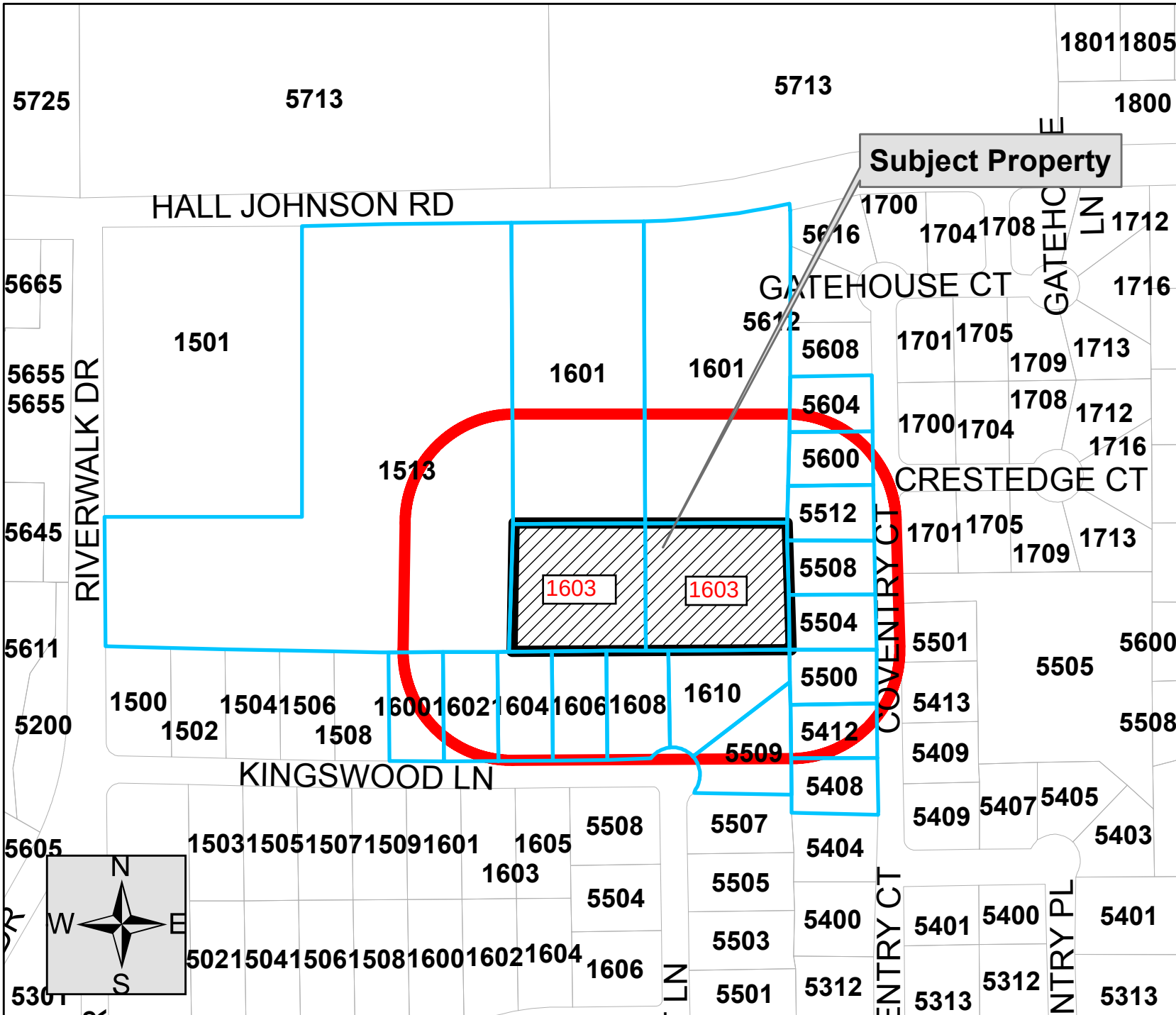
- Legend**
- Parcels
 - Subject Property
 - Residential
 - Commercial
 - Institutional
 - Roadway
 - Parks/Open Space



Buffer Map

Case ZC15-004

1603 Hall-Johnson Road





Statement of Planning Objectives

1603 Hall Johnson Road ♦ P.O. Box 1377 ♦ Colleyville, Texas 76034-1377
817-545-6396 Fax: 817-358-0768 www.thelawnfirm.com

February 9, 2015

STATEMENT OF PLANNING OBJECTIVES

The Lawn Firm, Inc. is seeking to upgrade and expand its current office space. Our existing office consist of a temporary office trailer and three offices located in the shop building. The trailer is currently in need of repair at we estimate that it is reaching the end point of its useful life as an office. Due to expansion limitations and the temporary nature of the building, The Lawn Firm has contracted an Architect to design a new, permanent single story structure for The Lawn Firm office staff. While a new structure would greatly benefit The Lawn Firm, the new office building will also allow the removal of the office trailer. Ordinance 0-14-1904 required The Lawn Firm to install a fire lane to the existing office trailer and shop building along with several other improvements. Under the approved ordinance, the fire lane design greatly reduces the useable space of the western tract. The Lawn Firm has developed a site plan with the new building, fire lane, parking and operational space that maximizes the use of the western tract. Consolidating operations to the western tract will allow for future development or expansion options.

DEVELOPMENT SCHEDULE

The Lawn Firm is anticipating funding and zoning changes to be approved within 6 months with construction immediately following. Construction of the building and site improvements is estimated to take 12-months from beginning of construction.

STATEMENT OF PLANNING OBJECTIVES

It is not believed that the proposed development will impact current economic development. The use of the property will not change.

TRAFFIC IMPACT ANALYSIS

It is not believed that the proposed development will impact current traffic. The use of the property will not change.

DRAINAGE ANALYSIS

It is not believed that the proposed development will impact current site drainage. The proposed structure and fire lane are situated in the center of the property, with large expanses of porous surfaces on all sides. Current measures in place to control and direct surface runoff will not be impacted by the proposed development.

Letters of Opposition

Taci Wrisley

From: Nelson
Sent: Saturday, January 9, 2016 9:03 AM
To: Taci Wrisley
Subject: Zoning Case ZC15-004

Representing the Stonecrest Estates Homeowners Associate , concerning the zoning case: ZC15-004 from Applicant Thomas Monks our HOA strongly protests the proposed change in Zoning Case

Nelson Thibodeaux, President

Letters of Opposition

Taci Wrisley

From:
Sent: Saturday, January 9, 2016 12:01 PM
To: Taci Wrisley
Subject: Protest of Zoning Change Request at 1603 Hall Johnson Road

Hello Taci,

I'm contacting you in regards to the zoning change request at 1603 Hall Johnson Rd. My husband and I do not support the potential zone change and would like to protest the request.

Best,

Enrique and Joellyn Carmona
1700 Crestedge Ct.
Colleyville Texas
76034

Letters of Opposition

Taci Wrisley

From: Gregory S Wilkison
Sent: Tuesday, December 29, 2015 7:11 PM
To: Taci Wrisley
Subject: Written Formal Protest

Attention: Taci Wrisley

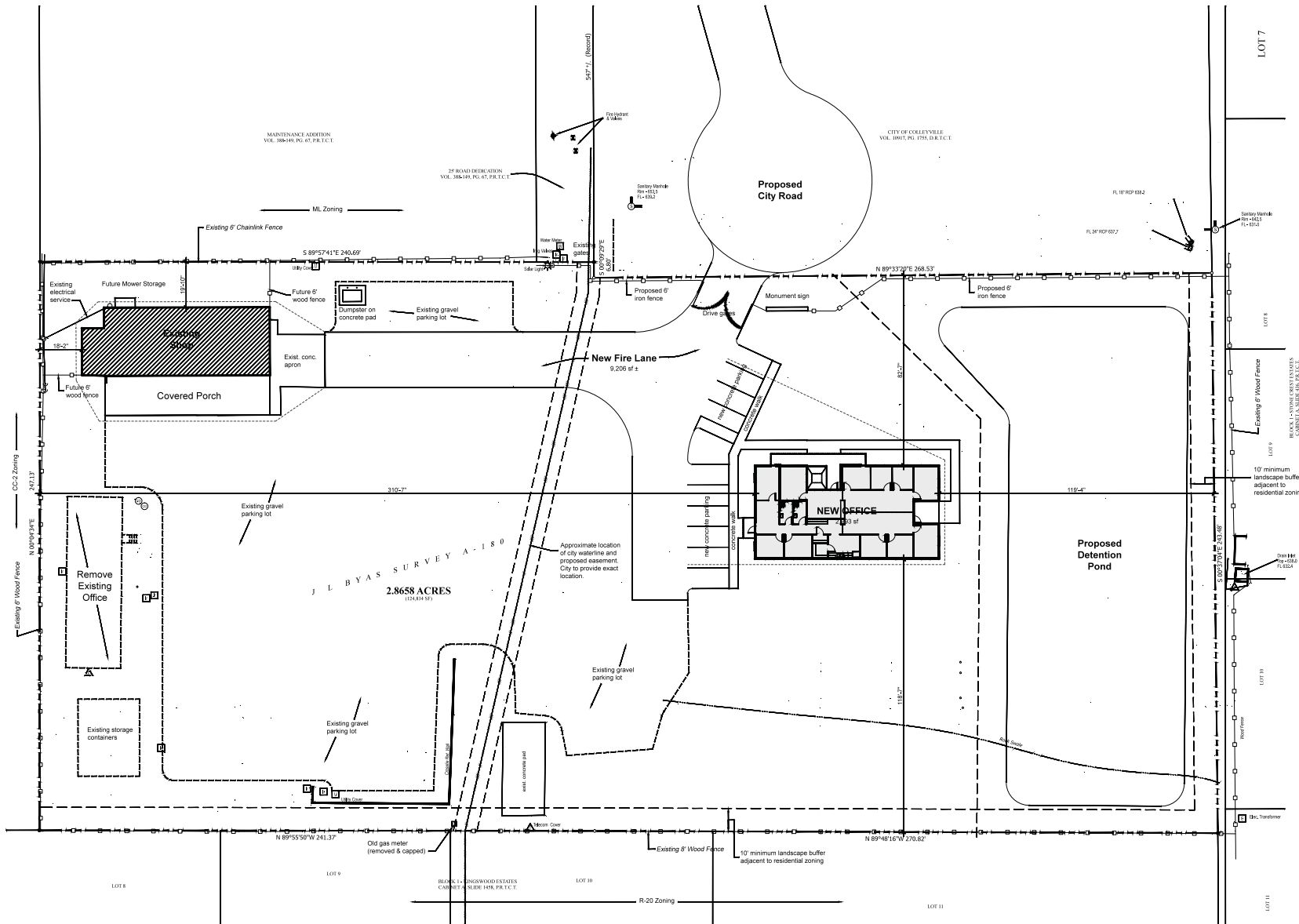
Zoning Case Number ZC15-004
Applicant: Thomas Monks
Location: 1603 Hall-Johnson Road
Property Description: Abstract 180, of the J.L. Byas Survey

Please accept this as our **WRITTEN PROTEST** to this change.

Sincerely,

Gregory and Jean Wilkison
5412 Coventry Court
Colleyville, TX 76034
(817) 602-7757

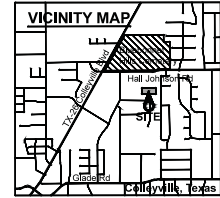
Site Plan Exhibit



1 Proposed Site Plan

scale: 1" = 20'

0 5 10 20 30 40 50 100



OWNER:

Thomas J. Morris
The Lawn Firm
817-445-4396

LEGAL DESCRIPTION:

2.8658 Acres of the J.L. Byas Survey Abstract no. 180
in the City of Colleyville, Tarrant County, Texas

ZONING:

Zoned "PUD"

LOT COVERAGE:

Proposed Office Building	3,000 sf
Existing Shop	2,300 sf
Lot Coverage	4.2%

SITE AREA:

Total Lot Area -	124,834 sf
Proposed Office Building -	3,000 sf
2.4% of total area	
Existing Shop Building -	2,300 sf
1.8% of total area	
Paved area (impermeable) -	13,075 sf
10.5% of total area	
Existing Gravel Lot (permeable) -	34,902 sf
27.9% of total area	
Open Space -	71,557 sf
57.3% of total area	

**PHILIP
NEWBURN
ARCHITECTURE**
2345 W. MAGNOLIA LANE, FORT WORTH, TEXAS
817-338-4392 phil@newburnarch.com

A New Office for
THE LAWN FIRM
1603 Hall-Johnson Road, Colleyville, Texas 76034



DATE:
25 NOV 15

PARKING:

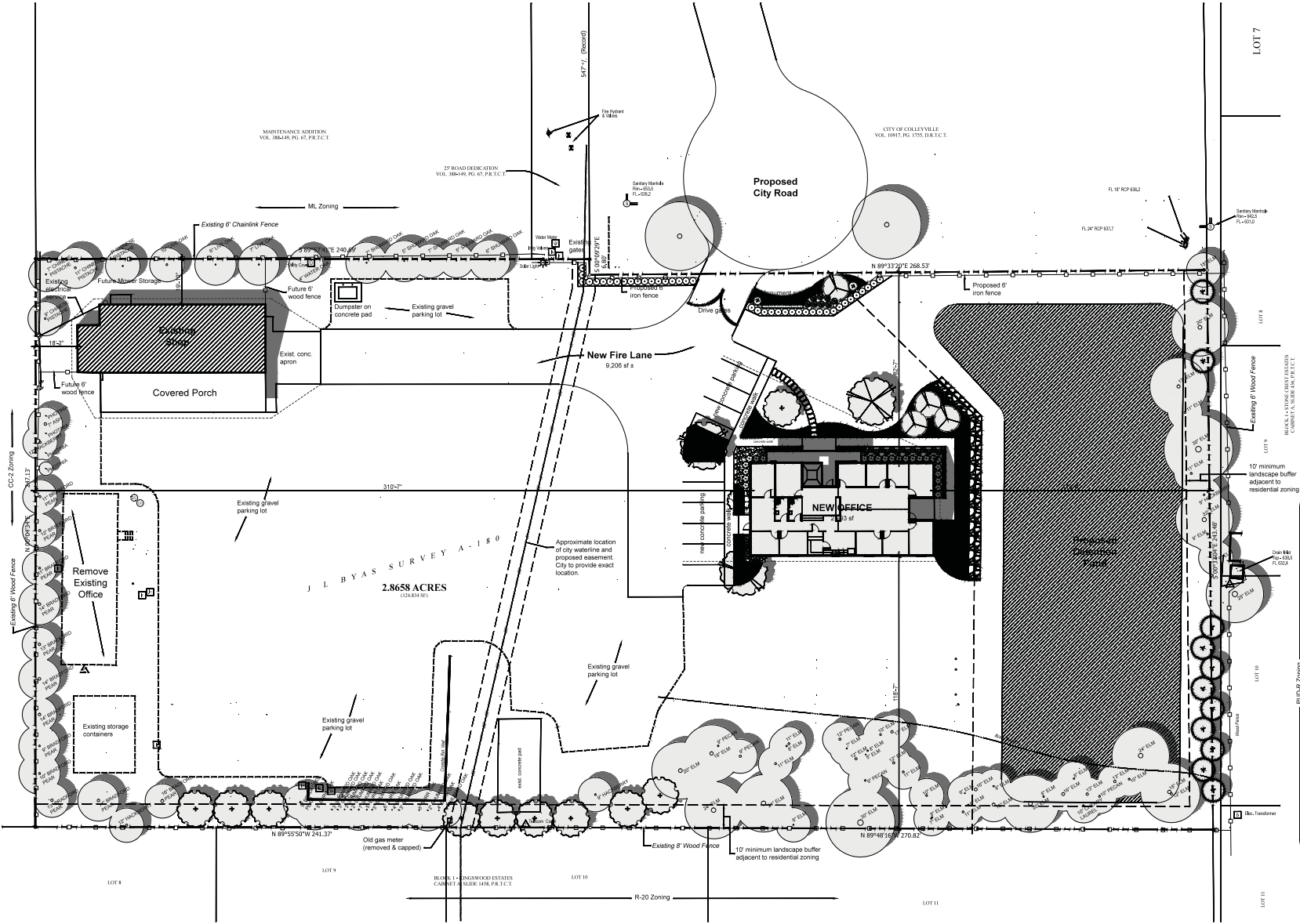
Spaces for new office building -	10
accessible -	1 (van)

Existing gravel lot has unmarked overnight
parking spaces for 24 work trucks and trailers.

SHEET:
SITE PLAN

A100

Landscape Plan Exhibit



1 Landscape Plan
Scale: 1" = 20'

OWNER:
Thomas J. Morris
The Lawn Firm
817-545-6396

PHILIP NEWBURN ARCHITECTURE
2545 S. MADISON AVE., FORT WORTH, TEXAS
817-548-6392 phil@newburnarch.com

A New Office for
THE LAWN FIRM
1603 Hall-Johnson Road, Colleyville, Texas 76034



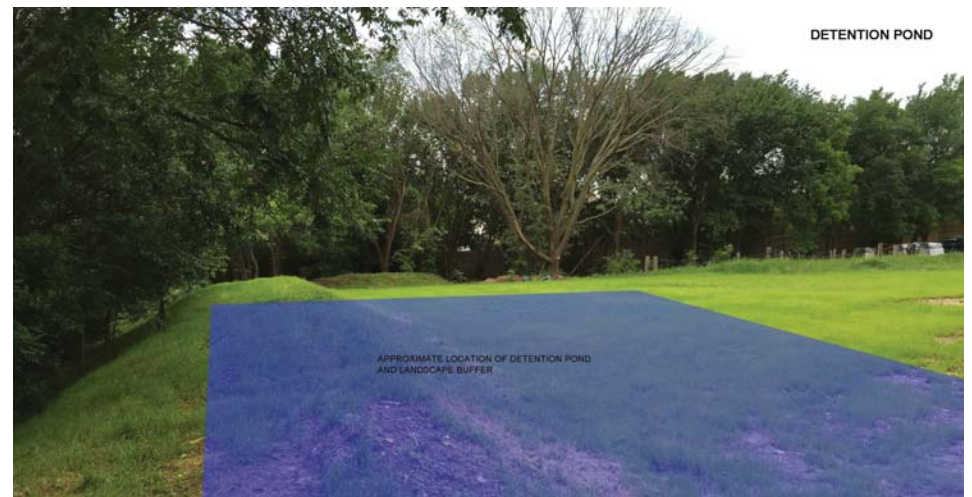
PLANT LEGEND:

	Shumard Red Oak	3" CAL
	Live Oak	3" CAL
	Ornamental Tree	30 GAL
	Ornamental Tree	30 GAL
	Eastern Red Cedar	10-12' Ht, 10' spacing
	Accent Shrub	10 GAL
	Dwarf Burford Holly	5 GAL, 36" spacing
	Indian Hawthorn	5 GAL
	Dwarf Spirea	3 GAL
	Ornamental Grass	3 GAL
	Groundcover/Perennials	4" Pot, 12" spacing
	Seasonal Color	4" Pot

DATE:
25 NOV 15

SHEET:
LANDSCAPE PLAN
L100

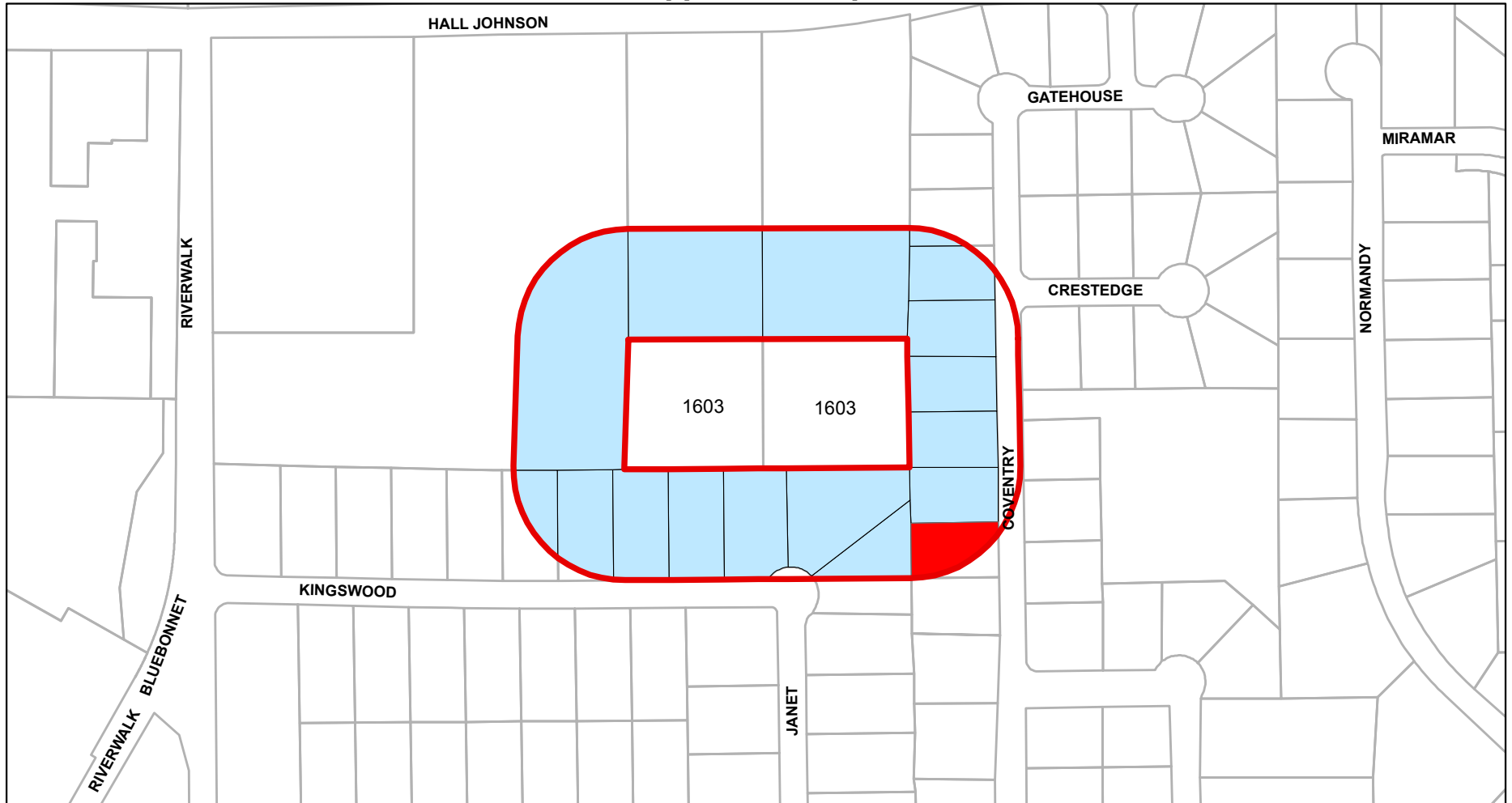
Landscape Screening Exhibit



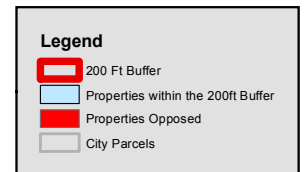
Elevations Exhibit



Opposition Map

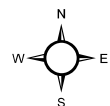
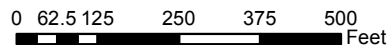


Total Land Area in Buffer (Includes R.O.W): 422539.48239 Sq Ft / 9.7001 Total Acres
 Total Land Area Opposed (within 200 ft Notice Area): 11879.113718 Sq. Ft/ 0.272 Total Acres
 Percent of Land Opposed (within the 200 ft. Notice Area): 2.81%



1603 Hall-Johnson
 R-20 Zoning Change
 ZC15-004

Updated 1/25/16



Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
BROWN, DANA KAY	5500 COVENTRY CT	COLLEYVILLE	TEXAS	76034	5500 COVENTRY CT
ANNIS, BARNARD H	5604 COVENTRY CT	COLLEYVILLE	TEXAS	76034	5604 COVENTRY CT
ERICKSON, CHAD	5508 COVENTRY CT	COLLEYVILLE	TEXAS	76034	5508 COVENTRY CT
COX, GEORGE B	1602 KINGSWOOD LN	COLLEYVILLE	TEXAS	76034	1602 KINGSWOOD LN
WILLIAMSON, JEFF	5509 JANET LN	COLLEYVILLE	TEXAS	76034	5509 JANET LN
SANDERSON, WILFORD	5408 COVENTRY CT	COLLEYVILLE	TEXAS	76034	5408 COVENTRY CT
WILKISON, GREGORY S	5412 COVENTRY CT	COLLEYVILLE	TEXAS	76034	5412 COVENTRY CT
SAIYED, FARID	1600 KINGSWOOD LN	COLLEYVILLE	TEXAS	76034	1600 KINGSWOOD LN
MONKS, FRED	PO BOX 1377	COLLEYVILLE	TEXAS	76034	1605 HALL JOHNSON RD
GOLDEN, DENNIS A	1606 KINGSWOOD LN	COLLEYVILLE	TEXAS	76034	1606 KINGSWOOD LN
NELSON, MICHAEL JAY	5600 COVENTRY CT	COLLEYVILLE	TEXAS	76034	5600 COVENTRY CT
HENDRIX, TERRY L	1610 KINGSWOOD LN	COLLEYVILLE	TEXAS	76034	1610 KINGSWOOD LN
HINES, BRENT A	5504 COVENTRY CT	COLLEYVILLE	TEXAS	76034	5504 COVENTRY CT
MONKS, FRED	PO BOX 1377	COLLEYVILLE	TEXAS	76034	1605 HALL JOHNSON RD
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE	TEXAS	76034	1601 HALL JOHNSON RD
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE	TEXAS	76034	1601 HALL JOHNSON RD
ROTH, THOMAS R	6909 MEADE DR	COLLEYVILLE	TEXAS	76034	5512 COVENTRY CT
ROOYEN, DANIEL V	1604 KINGSWOOD LN	COLLEYVILLE	TEXAS	76034	1604 KINGSWOOD LN
BARBARA GORDON MONTESSORI SCHL	1513 HALL JOHNSON RD	COLLEYVILLE	TEXAS	76034	1513 HALL JOHNSON RD
MONKS, FRED	1608 KINGSWOOD LN	COLLEYVILLE	TEXAS	76034	1608 KINGSWOOD LN
STONE CREST ESTATES	PO BOX 332	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
KINGSWOOD ESTATES	PO BOX 978	COLLEYVILLE	TEXAS	76034	COURTESY NOTICE
GRAPEVINE-COLLEYVILLE ISD	3051 IRA E. WOODS AVE.	GRAPEVINE	TEXAS	76051	STATE LAW REQUIRED
THOMAS MONKS	PO BOX 1377	COLLEYVILLE	TEXAS	76034	APPLICANT

Public hearing notices were mailed
 Wednesday, December 23,2015 by Taci
 Wrisley

Speaker Cards - Support

Date: 1/11/16

SPEAKER CARD

☐ I will speak **In Support** of this item.

☐ I will speak **In Opposition** to this item.

☒ I do not wish to speak, but please record my: ☒ **support** ☐ **opposition**

Agenda Item Number: _____

Name: CLINT CLEMENS

Address: 11008 ARBOULE DR

City: JUSTIN TX

State: _____

Zip Code: 76247

Telephone Number: 317 825-7452

Representing: THE LAWN FIRM
(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed: _____

This information is a Public Record.

Date: 1/11/16

SPEAKER CARD

☐ I will speak **In Support** of this item.

☐ I will speak **In Opposition** to this item.

☒ I do not wish to speak, but please record my: ☒ **support** ☐ **opposition**

Agenda Item Number: _____

Name: PATRICK NEWBURN

Address: 8629 SADDLE RIDGE TRL

City: NORTH RICHLAND HILLS

State: TX

Zip Code: 76182

Telephone Number: 817-875-6401

Representing: THE LAWN FIRM, INC
(organization/self)

I understand I am limited to speaking for five minutes.

For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.

Signed: _____

This information is a Public Record.

Speaker Cards - Support

Date: <u>1-11-16</u>	SPEAKER CARD
☒ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition	
Agenda Item Number: _____	
Name: <u>Thomas Monks</u>	
Address: <u>2016 Pembroke Dr</u>	
City: <u>FW</u>	State: <u>TX</u> Zip Code: <u>76110</u>
Telephone Number: <u>817.917.5397</u> Representing: _____ (organization/self)	
<i>I understand I am limited to speaking for five minutes.</i>	
<i>For business not listed on the agenda as a Public Hearing, Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.</i>	
Signed: 	
This information is a Public Record.	

SPEAKER CARD

Date: 2-2-16

Agenda Item Number: 5a? ← Item must be completed!

For example: **5a (this can be found on the far left side of the agenda copy)**

☒ I will speak **In Support** of this item. ☐ I will speak **In Opposition** to this item.

☐ I do not wish to speak, but please record my: ☐ **support** ☐ **opposition**

Name: Tom Monks

Address: 2016 Pembroke Dr

City: FW

I understand I am limited to speaking for five minutes. For agenda items not listed on the agenda as a Public Hearing, City Council cannot respond to speakers in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code. This includes persons speaking under the Citizen's Comments section of the agenda.

Signed: 

This information is a Public Record



THE LAWN FIRM (ZC15-004)

Site Photos, February 8, 2016

From Adjacent Property to the North, on its West Side, Looking South



Lawn
Firm
Existing
Shop

From Adjacent Property to the North, Near the Middle, Looking Southwest



From Hall-Johnson Road, on the East Side, Looking South



From Subject Property, Near the Middle, Looking North



Existing Ordinance

ORDINANCE O-14-1904

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING ON 2.8 ACRES LOCATED IN THE J.L. BYAS SURVEY, ABSTRACT 180, FROM THE AG-AGRICULTURAL ZONING DISTRICT TO THE PUD-C-PLANNED UNIT DEVELOPMENT COMMERCIAL ZONING DISTRICT; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a rezoning under Case No. ZC13-020; and

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

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

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

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

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

Existing Ordinance

Ordinance O-14-1904

Page 2 of 6

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 2.8 acres located in the J.L. Byas Survey, Abstract 180, from the AG-Agricultural zoning district to the PUD-C-Planned Unit Development Commercial zoning district, as depicted in the attached Exhibit "A", and as described in Exhibit "B".
- Sec. 3. THAT the Official Zoning Map of the City of Colleyville be amended to incorporate the zoning change approved herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. The purpose of this PUD-C is for a landscaping business with outside storage named *The Lawn Firm*.
- b. The proposed development is subject to all the regulations contained in the Land Development Code, except as amended by this ordinance.

2. BUILDING AND SITE COMPLIANCE PROVISIONS

- a. The developer shall submit and receive approval from the City, a minor plat, in accordance with the requirements of the Land Development Code prior to development of this PUD-C.

Existing Ordinance

Ordinance O-14-1904
Page 3 of 6

- b. No later than 60 days from the date of approval of this ordinance, the applicant shall allow an independent, third party inspector, contracted by the City, to perform a comprehensive inspection of the site and buildings and provide a detailed report of all outstanding code compliance issues. The cost of this inspection shall be paid by the applicant. All specific life/safety, fire, and ADA code issues identified in the report shall be addressed and brought into compliance with all current applicable City codes no later than 180 days from the approval date of this ordinance. The final determination of compliance with this section shall be made by the Community Development Director through the issuance of a temporary Certificate of Occupancy. Failure to meet the requirements of this section shall be considered a violation of this ordinance.
- c. Notwithstanding any additional requirements in this ordinance, no later than one year from the date of approval of this ordinance, all site specific issues governed by the Land Development Code shall be brought into compliance with all current Land Development Code requirements except for the following chapters and provisions: The building location, setback, screening and parking provisions of Chapter 3-Land Use, Chapter 4-Landscaping and Buffering, Chapter 6-Commercial Design Standards.

3. PERMITTED USES

- a. The purpose of this PUD-C is for a landscaping contractor with outdoor storage as specifically allowed in this ordinance.

4. DEVELOPMENT CONDITIONS

- a. Outdoor storage of equipment, supplies and materials is hereby permitted provided all outdoor storage is kept a minimum of 25 feet away from any adjacent properties zoned or used for residential or educational purposes. This provision shall become effective no later than one year from the date of approval of this ordinance. Outdoor storage of any hazardous materials shall meet all City and State requirements effective upon the passage of this ordinance.

Existing Ordinance

Ordinance O-14-1904
Page 4 of 6

- b. The regulations for the CN-Neighborhood Commercial District shall be applicable to this PUD-C, except where modified by the provisions of this ordinance.
- c. The hours of operation for any business allowed on the subject property shall be limited to daylight hours only, Monday through Saturday.
- d. All lighting on site shall be directed away from adjacent residential properties and illumination shall not exceed 0.5 foot candles as measured at any adjacent residential property line.
- e. Fire lane access to all structures on the subject property shall be consistent with Exhibit "C" and shall, otherwise, meet the minimum requirements of the Land Development Code no later than one year from the date of approval of this ordinance with final approval required by the Fire Marshal.
- f. If the property changes ownership or use, then a detailed site plan will be required and shall include any new buildings access easements, parking areas, landscape buffers, and other improvements being proposed in accordance with the Land Development Code.

Sec. 5. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.

Sec. 7. THAT 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

Existing Ordinance

Ordinance O-14-1904
Page 5 of 6

portion so decided to be invalid or unconstitutional.

Sec. 8. 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. 9. 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.

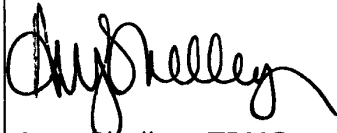
The first reading and public hearing being conducted on the 7th day of January 2014.

The second reading and public hearing being conducted on the 21st day of January 2014.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the 4th day of February 2014.

ATTEST:

CITY OF COLLEYVILLE

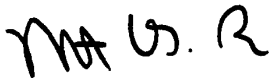


Amy Shelley, TRMC
City Secretary



David Kelly
Mayor

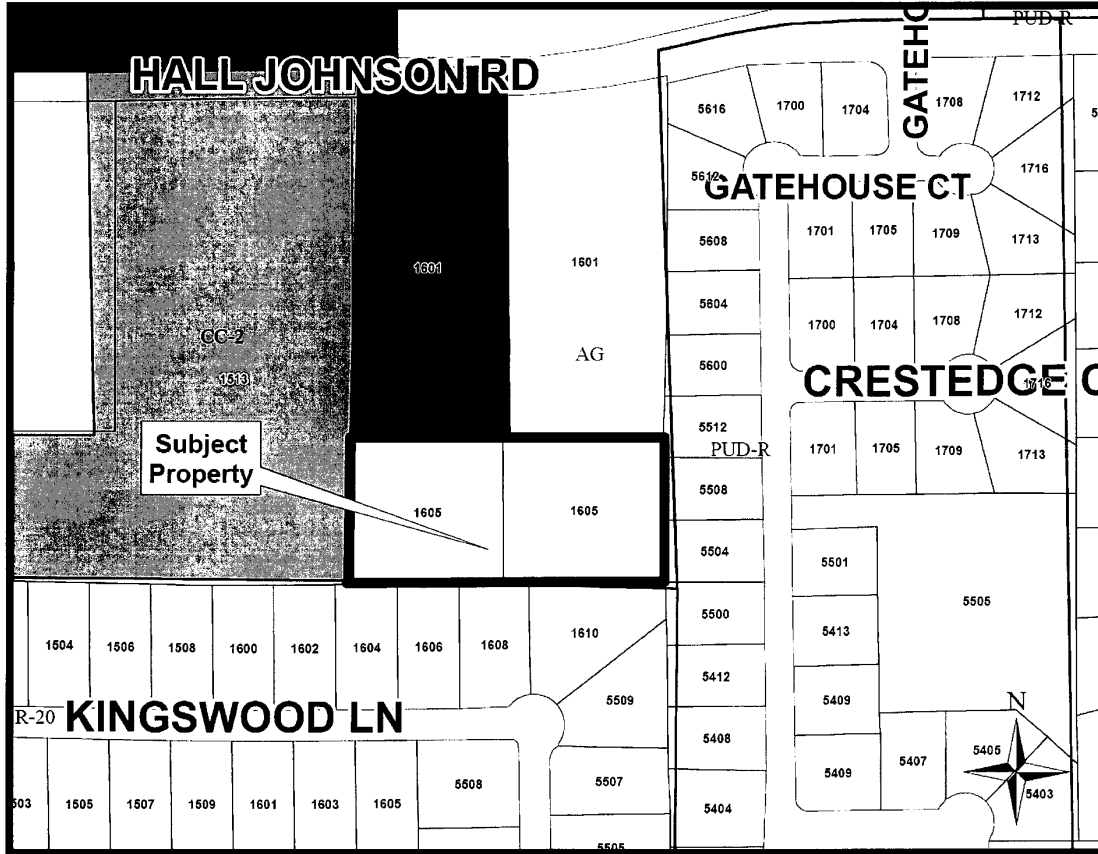
APPROVED AS TO FORM AND LEGALITY:



Matthew C. G. Boyle
City Attorney

Existing Ordinance

Exhibit "A" – Location and Zoning Map



Existing Ordinance

Exhibit B – Legal Description

Tract 1

BEING a tract of land out of the J. L. BYAS SURVEY, ABST. #180 in Tarrant County, Texas, and more particularly described as a portion of a 9.315 acre tract out of said survey recorded in the name of Joe B. Harrison in Vol. 2850, Page 467, Deed Records, Tarrant County, Texas and being described by metes and bounds as follows:

BEGINNING at a pipe, said pipe being the Southwest corner of said 9.315 acre tract;

THENCE North 00 deg. 18 min. East along the West line of said 9.315 acre tract 246.7 ft to an iron pin for corner;

THENCE South 89 deg. 45 min. East 241.2 ft to an iron pin for corner in the West line of a 4.965 acre tract of land recorded in the name of Ronald R. Robertson in Vol. 5398, Page 58, Deed Records, Tarrant County, Texas;

THENCE South 00 deg. 11 min. West along the West line of said 4.965 acre tract 246.7 ft to an iron pin for corner in the South line of said 9.315 acre tract;

THENCE North 89 deg. 45 min. West along the South line of said 9.315 acre tract and along a fence 241.7 feet to the POINT OF BEGINNING and containing 1.367 of land, more or less;

Tract 2

BEING 1.482 acres, more or less, situated in the J. L. BYAS SURVEY, ABSTRACT #180, Tarrant County, Texas, being a portion of a 4.965 acre tract described in Deed from Ronald R. Roberson to R. Sam Culbertson dated April 13, 1984, recorded in Volume 8382, Page 744 of the Deed Records of Tarrant County, Texas, SAVE AND EXCEPT 3.483 acre of said property as described in Partial Release of Lien executed by Lloyd Winsworth dated November 20, 1985, recorded in Volume 8382, Page 760 of the Deed Records of Tarrant County, Texas, all as more particularly described following:

BEING a 4.965 acre tract of land out of the J. L. BYAS SURVEY, ABSTRACT #180, Tarrant County, Texas, and being a part of a 9.315 acre tract of land conveyed to J. B. Harrison and wife by deed recorded in Volume 2850, Page 467, Deed Records of Tarrant County, Texas described by metes and bounds as follows:

BEGINNING at an iron pin at the Southeast corner of said 9.315 acre tract, said point being 216.67 feet North of the S.E. Corner of said J. L. Byas Survey;

THENCE West 271.0 feet to an iron pin for corner;

THENCE North 00 degrees 11 minutes E, 794.0 feet to an iron pin in the South ROW line of the Hall-Johnson Road;

THENCE along said ROW line S 88 degrees 45 minutes E, 43.73 feet, said point being the beginning of a curve to the left having a radius of 896.0 feet, and continuing along said curve a distance of 227.27 feet to an iron pin;

Existing Ordinance

Exhibit B – Legal Description (Continued)

THENCE S 00 degrees 23 minutes E 828.5 feet to the place of beginning, containing 4.965 acres of land, more or less;

SAVE AND EXCEPT THE FOLLOWING:

Being a tract of land out of the J. L. BYAS SURVEY, ABSTRACT NO. 180 in Tarrant County, Texas, being part of a 9.315 acre tract of land conveyed to J. B. Harrison, et ux, recorded in Volume 2850, Page 467, Deed Records of Tarrant County, Texas;

BEGINNING at an iron pin 457.13 feet North and 270.23 feet West of the Southeast Corner of the J. L. Byas, Abstract No. 180 in Tarrant County, Texas;

THENCE North 0 degrees 11 minutes East 553.54 feet to an iron pin in the South line of the Hall Johnson Road;

THENCE with said South line, South 88 degrees 45 minutes East 43.73 feet to an iron pin at the beginning of a curve to the left;

THENCE with said curve to the left, with a radius of 2804.37 feet and a central angle of 4 degrees 42 minutes 15 seconds a distance of 230.06 feet to an iron pin;

THENCE South 0 degrees 33 minutes 55 seconds West 582.21 feet to an iron pin;

THENCE South 89 degrees 21 minutes 17 seconds West 267.44 feet to the place of beginning, containing 3.483 acres of land, more or less (151.73835 square feet).

Exhibit C – Fire Access Plan



ORDINANCE O-16-1974

AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, AS HERETOFORE AMENDED; BY AMENDING ORDINANCE O-14-1904; BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING ON 2.87 ACRES LOCATED IN THE J.L. BYAS SURVEY, ABSTRACT 180, FROM THE PUD-C-PLANNED UNIT DEVELOPMENT COMMERCIAL ZONING DISTRICT TO THE PUD-C-PLANNED UNIT DEVELOPMENT COMMERCIAL 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 No. ZC15-004; and

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

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

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

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration 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 2.87 acres located in the J.L. Byas Survey, Abstract 180, from the PUD-C-Planned Unit Development Commercial Zoning District to the PUD-C-Planned Unit Development Commercial Zoning District, as depicted in Exhibit "A".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT the above described tract of land shall remain subject to the requirements of Ordinance O-14-1904, as amended by the following special ordinance provisions as they amend Ordinance O-14-1904.

Subsection 4 is hereby amended and replaced as follows:

"1. GENERAL

- a. The purpose of this PUD-C is for a landscaping business with outside storage named *The Lawn Firm*.
- b. The proposed development is subject to all the regulations contained in the Land Development Code, except as amended by this ordinance.
- c. The proposed development shall generally comply with

Exhibits "B," (Site Plan) "C," (Landscape Plan) and "D" (Building Elevations).

2. BUILDING AND SITE COMPLIANCE PROVISIONS

- a. The developer shall submit and receive approval from the City, a plat, in accordance with the requirements of the Land Development Code prior to the issuance of a building permit.
- b. Improved access to the subject property, subject to the review and approval by the Director of Public Works and the Fire Marshal, shall be required no later than one year from the issuance of a Certificate of Occupancy for the proposed building.

3. PERMITTED USES

- a. The purpose of this PUD-C is for a landscaping contractor with outdoor storage as specifically allowed in this ordinance.

4. DEVELOPMENT CONDITIONS

- a. Outdoor storage of equipment, supplies and materials is hereby permitted provided all outdoor storage is kept a minimum of 25 feet away from any adjacent properties zoned or used for residential or educational purposes. This provision shall become effective no later than one year from the date of approval of this ordinance. Outdoor storage of any hazardous materials shall meet all City and State requirements effective upon the passage of this ordinance.
- b. The regulations for the CN-Neighborhood Commercial District shall be applicable to this PUD-C, except where modified by the provisions of this ordinance.
- c. The minimum front yard setback shall be 19 feet.
- d. Gravel parking areas, as noted on Exhibit "B," shall be permitted, in addition to the 10 striped and paved parking spaces for the proposed building.

- e. Screening shall be in accordance with Exhibits “B” and “C,” consisting of wooden fences, mature trees, and landscaping along the southern and eastern property lines. A decorative masonry wall is required on the west, north, and east sides of the dumpster as required by the Land Development Code, but a metal gate on the dumpster enclosure is not required.
- f. The minimum landscape area adjacent to residential zoning districts shall be a minimum of 10 feet as reflected in Exhibit “C.”
- g. A maximum of four portable storage containers shall be permitted on the subject property, in the southwest corner, with no required timeframe for removal or installation requirements. The containers shall be located a minimum of 25 feet from any adjacent residentially zoned property and on an approved surface (gravel, asphalt, or concrete). The containers shall be relocated (if necessary) to the southwest corner to comply with these requirements within one year of issuance of a Certificate of Occupancy for the new office building.
- h. A minimum of 20 percent open space shall be provided per Section 3.23 of the Land Development Code, and as amended, on the associated plat. The guarantee of preservation and maintenance of the common open space must be provided on the associated plat through the necessary covenants, restrictions, and/or notes.
- i. Per Chapter 6 of the Land Development Code, and as amended, a minimum design score of 30 points shall be required for the proposed building. The existing building in the northwest portion of the property is permitted to remain without design improvements.
- c. The hours of operation for any business allowed on the subject property shall be limited to daylight hours only, Monday through Saturday.
- d. All lighting on site shall be directed away from adjacent residential properties and illumination shall not exceed 0.5 foot candles as measured at any adjacent residential property line.

- e. If the property changes ownership or use, then a detailed site plan will be required and shall include any new buildings access easements, parking areas, landscape buffers, and other improvements being proposed in accordance with the Land Development Code.
- f. The existing office trailer shall be removed no later than one year from the issuance of a Certificate of Occupancy for the proposed building.”

- Sec. 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 7. THAT 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. 8. 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. 9. THAT all provisions of the Land Development Code shall remain in full force and effect, except where amended herein.
- Sec. 10. 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 February 2016.

The second reading and public hearing being conducted on the 16th day of February 2016.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 2016.

ATTEST:

CITY OF COLLEYVILLE

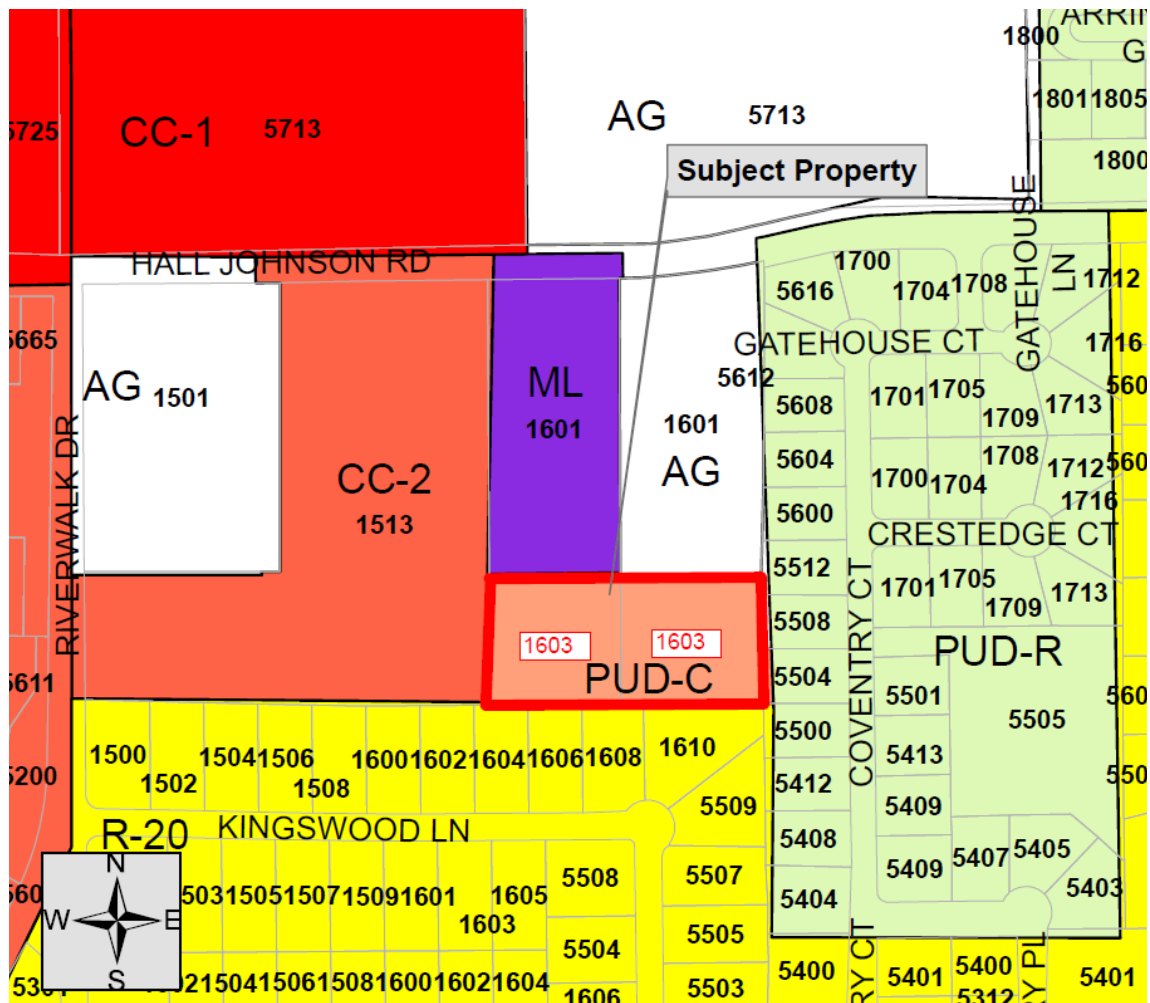
Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

Exhibit “A” –Location and Zoning Map



[illegible]

Exhibit "C" Landscape Plan



A New Office for
THE LAWN FIRM
 1603 Half-Johnson Road, Collegeville, Texas 78034



DATE:
 25 NOV 15
 SHEET:
 LANDSCAPE PLAN
L100

OWNER:
 The Lawn Firm
 1603 Half-Johnson Road
 Collegeville, Texas 78034

PLANT LEGEND:

Shrub	Tree	Grass	Water
1" DBH	2" DBH	3" DBH	4" DBH
5" DBH	6" DBH	7" DBH	8" DBH
9" DBH	10" DBH	11" DBH	12" DBH
13" DBH	14" DBH	15" DBH	16" DBH
17" DBH	18" DBH	19" DBH	20" DBH
21" DBH	22" DBH	23" DBH	24" DBH
25" DBH	26" DBH	27" DBH	28" DBH
29" DBH	30" DBH	31" DBH	32" DBH
33" DBH	34" DBH	35" DBH	36" DBH
37" DBH	38" DBH	39" DBH	40" DBH
41" DBH	42" DBH	43" DBH	44" DBH
45" DBH	46" DBH	47" DBH	48" DBH
49" DBH	50" DBH	51" DBH	52" DBH
53" DBH	54" DBH	55" DBH	56" DBH
57" DBH	58" DBH	59" DBH	60" DBH
61" DBH	62" DBH	63" DBH	64" DBH
65" DBH	66" DBH	67" DBH	68" DBH
69" DBH	70" DBH	71" DBH	72" DBH
73" DBH	74" DBH	75" DBH	76" DBH
77" DBH	78" DBH	79" DBH	80" DBH
81" DBH	82" DBH	83" DBH	84" DBH
85" DBH	86" DBH	87" DBH	88" DBH
89" DBH	90" DBH	91" DBH	92" DBH
93" DBH	94" DBH	95" DBH	96" DBH
97" DBH	98" DBH	99" DBH	100" DBH

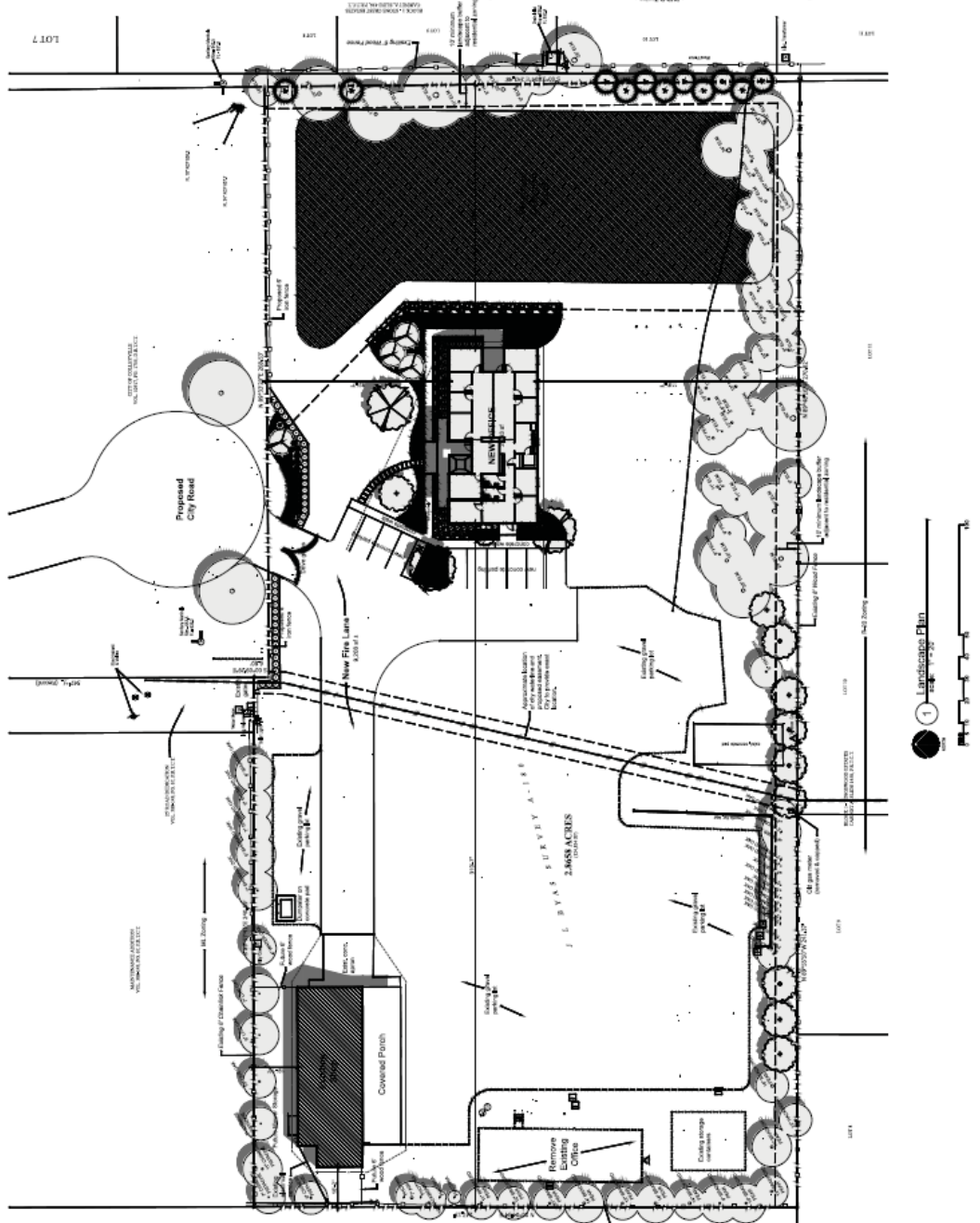


Exhibit “D” Elevations





City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 02/16/2016

Number Ordinance O-16-1975

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit for alcohol beverage sales (on-premises consumption) on Lot 23, of the Village at Colleyville Addition, located at 62 Main Street, Case ZC16-001

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

First Reading and Public Hearing

The applicant, Amy Harris Hoepker, of Society House, LLC, requests approval of a Special Use Permit (SUP) to allow alcoholic beverage sales for on-premises consumption on approximately 0.13 acres, located at 62 Main Street, Suites 200-250. The applicant is currently operating the Sonsie House Kitchen restaurant on the subject property and is required to receive City Council approval of an SUP to sell/serve alcohol (on-premises consumption of alcohol).

Existing Conditions/Background: The subject property is generally located on the northeast corner of Main Street and Village Lane within the Village at Colleyville. The property is platted as Lot 23 of the Village at Colleyville Addition (plat attached).

The Sonsie House Kitchen is a new, full-service restaurant, operating in suites 200-250, on the second floor of the existing building at 62 Main Street in the Village. The restaurant was issued a Certificate of Occupancy on October 2, 2015. The subject property was previously occupied by a full-service restaurant with on-premises alcohol sales, named Tribeca, which was similar in nature to the existing business. As part of the daily business operations, the applicant would like to sell and serve alcoholic beverages to its patrons during their dining experience. The applicant has been operating with the understanding that all alcohol related permits and entitlements had been approved and were permitted. However, based on the following chain of events, the applicant has been required to submit an application for an SUP for alcohol sales with on-premises consumption.

Proposed Special Use Permit: The subject property is zoned PUD-C Planned Unit Development – Commercial District. Alcoholic beverage sales are allowed within the governing zoning ordinance with the approval of a Special Use Permit (SUP) as

described above.

Request – The applicant is requesting approval of an SUP to allow alcoholic beverage sales for on-premises consumption, in conjunction with a new restaurant currently in operation. The applicant is requesting to continue to sell and serve alcohol as part of the Sonsie House Kitchen menu. The applicant proposes the following hours of operation as a component to the SUP request:

Tuesday - Saturday: 11:00 a.m. – 3:00 p.m.

5:00 p.m. – 9:00 p.m.

Sunday: 10:00 a.m. – 3:00 p.m.

Ordinance – There are four components of procedure that a business must complete to sell and serve alcohol for on-premises consumption in Colleyville: (1) a Special Use Permit (SUP) approval by the City Council for alcohol sales (on-premises consumption) (2) submission of draft Texas Alcoholic Beverage Commission (TABC) License paperwork to the City Secretary's Office for review and approval, (3) submission of completed TABC License paperwork to the TABC, (4) the issuance of an Alcoholic Beverage License through the City Secretary's Office. The applicant submitted the draft TABC License paperwork (step 2) in September 2015 to the City Secretary's Office, and the City Secretary's Office approved the application without verifying that an SUP was in place for the user and location since an SUP had historically been in place in the Village.

In the past, there was an SUP for the entire Village property that permitted on-premises alcohol consumption. In 2012, City Council approved Ordinance O-12-1859 to update/revise the Village PUD, effectively repealing all Village at Colleyville ordinances and replacing them with one governing ordinance (attached). According to the requirements outlined in the 2012 Village Ordinance, any new restaurant with on-premises alcohol consumption is required to obtain an SUP individually, effective May 1, 2013 (existing ordinance, page seven).

Based on the approval of the TABC License through TABC and not knowing an SUP was required, the applicant began selling/serving alcohol as part of the restaurant's menu. Upon Community Development's notification of the City's pending Alcoholic Beverage License for the user, Community Development notified the City Secretary regarding the lack of an SUP for the user. Staff then notified the business owner of the oversight, and the Special Use Permit application process was started. The City's Alcoholic Beverage License has not been approved or issued, awaiting consideration of this item by City Council. Following this oversight, staff revised internal processes to ensure this does not occur again in the future.

In addition to the governing PUD Ordinance, the following ordinance-related items

apply to the request:

- Section 3.25 of the Land Development Code states that an SUP is to “allow a use not normally allowed in a zoning district which could be of benefit in a particular case to the general welfare, provided adequate development standards, and special requirements are imposed to protect surrounding uses or to preserve the character of the neighborhood.” SUPs automatically expire upon the abandonment of the business, change in the use, a change in ownership, or upon termination of the Certificate of Occupancy.
- Section 6-3 of the Code of Ordinances requires businesses that serve alcoholic beverages to be located at least 300 feet from a church, school, or public hospital. The distance is measured from property line to property line for schools, and from front door to front door along the street front property lines for churches and hospitals.
- Section 6-5 of the Code of Ordinances which states that the restaurant’s alcohol sales must be incidental and secondary to the sale of food for human consumption (further clarified in the Code as non-alcohol and food sales must comprise at least 60 percent of gross receipts).

Analysis – As stated previously, the applicant received approval to serve alcohol from both the TABC and the City (steps 2 and 3 as described above, but not steps 1 and 4). Moreover, the requested SUP is consistent with previously approved SUPs on the subject property and is permitted by the governing ordinance with City Council approval. The applicant is currently operating the business in a similar manner to the previous restaurants at this location, and the business fills a need for full service restaurants within the Village. The request location is in compliance with the distance requirements, and the applicant is proposing to comply with the 60/40 incidental sales requirements as stated above. Approval of an SUP at this location for this user should not adversely impact surrounding uses or the character of the neighborhood and should positively contribute to the Village.

Comprehensive Plan: The City’s comprehensive plan, *Destination Colleyville*, designates this property as part of the Colleyville Boulevard Corridor. This land use designation is intended to promote “a vibrant and economically strong “town center” for the City” with land uses such as retail, service, and entertainment. The existing use and the proposed ancillary alcohol sales are consistent with the City’s comprehensive plan.

Surrounding Development: The table below reflects the surrounding zoning and existing land uses for the subject property as further illustrated on the attached location map:

PUD-C (Village at Colleyville - Residential Building)	PUD-C (Village at Colleyville - Residential Building)	PUD-C (Village at Colleyville – Surface Parking Lot)
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PUD-C (Village at Colleyville – Undeveloped Property)	<i>Subject Property</i> <i>PUD-C (Sonsie House Restaurant)</i>	PUD-C (Village at Colleyville – Surface Parking Lot)
PUD-C (Village at Colleyville - Residential and Luxor Jewlers)	PUD-C (Village at Colleyville - Residential and Keller Williams Realty)	PUD-C (Village at Colleyville - Residential and The Spa at the Village)

Public Notification: Staff mailed notices to 78 property owners within 500 feet as 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. To date, no correspondence has been received. The city manager owns property in the notification area, and as such, the administration and review of this item is deferred to the deputy city manager where deemed necessary.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of this request at the February 8, 2016 meeting by a vote of 7-0.

Staff Recommendation: The proposed Special Use Permit (SUP) would authorize the sale of alcoholic beverages for on-premises consumption for the Sonsie House Kitchen at 62 Main Street in the Village at Colleyville. The proposed business is consistent with the previous uses on the subject property, should not adversely impact surrounding uses, and should positively contribute to the Village. Staff recommends approval of the proposed SUP for alcohol sales with on-premises consumption.

Financial Impact

There is no financial impact to the City.

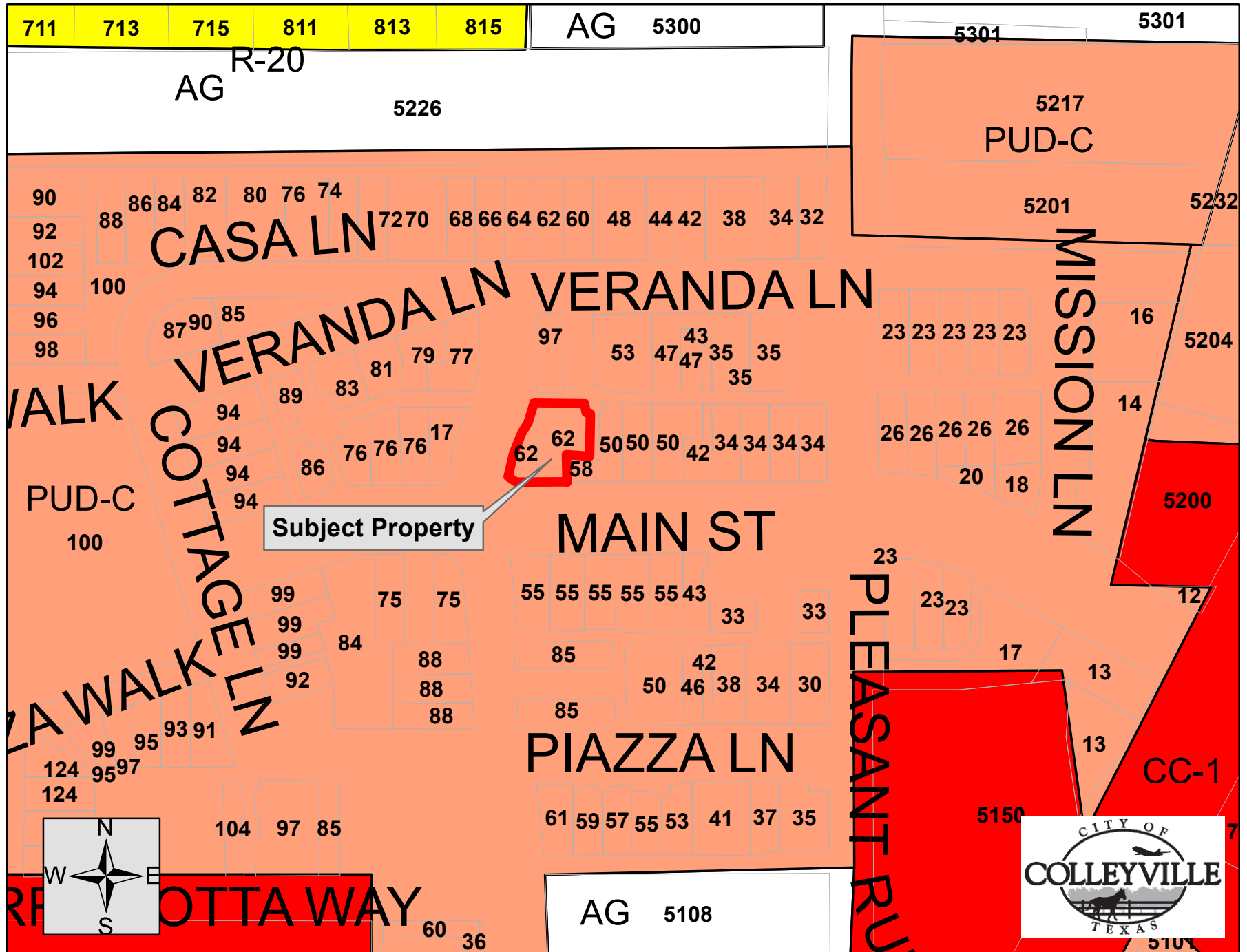
Recommendation

Approve

Attachments

1. Zoning Map
2. Aerial map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Existing Plat
6. Ordinance O-12-1859 - Existing PUD
7. Public Notification Map
8. Public Notification List
9. Ordinance O-16-1975

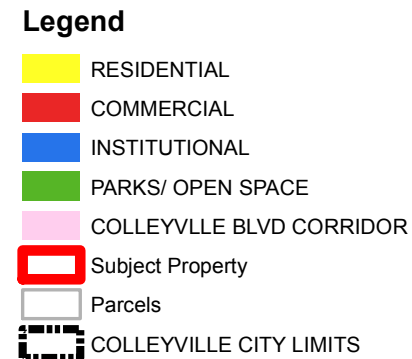
Zoning Map



This is an aerial map of a residential neighborhood in Colleyville, Texas. The map shows several streets: Casa Ln, Veranda Ln, Main St, Piazza Ln, Cottage Ln, and Mission Ln. A red outline highlights a specific property located at the intersection of Veranda Ln and Main St, labeled as the 'Subject Property'. The map includes lot numbers for various properties, such as 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 97, 53, 47, 47, 35, 35, 35, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26, 20, 18, 14, 23, 23, 17, 13, 13, 61, 59, 57, 55, 53, 41, 37, 35, 85, 85, 85, 85, 85, 43, 33, 33, 42, 38, 34, 30, 50, 46, 88, 88, 88, 92, 84, 75, 75, 99, 99, 99, 93, 91, 95, 124, 124, 124, 104, 97, 85, 100, 94, 94, 94, 94, 89, 87, 90, 86, 84, 82, 80, 76, 74, 72, 70, 68, 66, 64, 62, 60, 48, 44, 42, 38, 34, 32, 23, 23, 23, 23, 23, 26, 26, 26, 26, 26,



Case ZC16-001
62 Main St.



Statement of Planning Objectives

BUSINESS PLAN

SOnsie HUse Kitchen

62 Main Street, 2nd floor

Colleyville, Texas 76034

Executive Summary

SOnsie HUse Kitchen is casual dining which will feature a menu of moderately priced “comfort” foods, influenced by southern cooking traditions and time honored family recipes, but evolved to the contemporary taste bud with a few made from “scratch” desserts and a small selection of wine and beer.

SOnsie HUse Kitchen will be owned by a limited liability partnership combined of members Derek, Diane, and Clinton Harris, and Amy Hoepker and Nancy Ford Lockhoof under the name of **SOCIETY HOUSE GROUP, LLC.** with the address of 2100 Ross Ave., Suite 750, Dallas, Texas 75201. **SOnsie HUse Kitchen** will be operated and managed by Amy Hoepker and Diane Harris.

This business plan offers financial institutions and private lenders the opportunity to review our vision, strategic focus and previous experience. It will provide a plan for the business start-up and keys to establishing favorable sales numbers. It will also describe our company, products and services, market focus, action plans, forecasts and financial plan.

Vision Statement

Statement of Planning Objectives

To grow a financially successful restaurant known for its comforting and friendly atmosphere and delicious made-from-scratch food. We want our clientele to experience high quality products and a setting that encourages what our name inspires, **SOnsie HOuse Kitchen**.

Mission Statement

To establish **SOnsie HOuse Kitchen** as a household name in the Colleyville and surrounding areas by maintaining uncompromising principles as we grow sales and profitability. The six following guiding principles will help us measure the appropriateness of our decisions:

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

The Company

Company History

This will be a new business venture that stems from past experience of owning and operating our family businesses Sugarbaker's and Celebrity Café & Bakery. The new concept of **SOnsie HOuse Kitchen** will allow us to evolve our made from scratch recipes into more contemporary dishes while providing the neighborhood a great place to go for lunch or dinner

Company Goals and Objectives

1. Setup a LLC to limit investor and personal liability
2. Complete construction within the first 6 months after financing

Statement of Planning Objectives

3. Reach positive net profit in first quarter
4. Become a market leader in Dallas/Fort Worth
5. Average \$96k plus in revenues monthly
6. Increase annual sales between 3-7 percent each year

Keys to Success

1. *Location, Location, Location*
2. *Securing individual investors at reasonable interest rates*
3. *Finding and hiring qualified, motivated employees*
4. *Controlling the effective use of marketing dollars to stimulate sales*
5. *Providing extraordinary food and impeccable customer service*

Company Management

Our company will be co-managed by Diane Harris and Amy Hoepker. Diane began her culinary career in Derek's family restaurant in the early 80's and later she and Derek opened their own store in Lubbock, Texas. Diane went on to help the family in other stores in Colleyville, Texas and Scottsdale, Arizona, San Antonio and Southlake, Texas. Diane has worked all aspects of the restaurant business, including cooking, baking, decorating with business aspects including training employees, time scheduling, payroll processing, catering and daily reporting, managing employees with their daily tasks, inventory with weekly ordering, and recipe development.

Amy Hoepker started working in her parents' café and bakery in Lubbock, Texas when she was about 8 years old, learning to count change back to customers and taking orders. She and her brother did commercials for Sugarbakers Café and Bakery. She continued to work in the café and bakery learning different aspects of the business. As she moved off to college, she continued to learn more about catering aspect by working in her grandmother's and uncle's businesses. She later joined with Diane in managing the family business in Austin, Dallas and Colleyville, Scottsdale and San Antonio. After being in the restaurant business, she later started a career in the mortgage business furthering her ability to deal with people and the business side of life.

Statement of Planning Objectives

Products

SOnsie HOuse Kitchen as a venue sells moderately priced food to an upscale, casual dining market. The venue features made from scratch contemporary American cuisine, including a small selection of homemade desserts, beer and wine. A sample menu is attached, but will change seasonally depending on the clientele's demand and market quality.

Marketing Strategy

The most important element of our marketing strategy is the delivery of quality products and quality service. Our made from scratch food and bakery products will sell themselves first by word of mouth.

Next, the packaging of **SOnsie HOuse Kitchen** will focus on key points to ensure success.

- a. Initial recognition: The name, logo and décor of **SOnsie HOuse Kitchen** will attract the attention of the general public as well as the culture conscious of the surrounding area. Our décor will create an inviting atmosphere that will encourage guests to make it the place to "be" to meet business associates and relax or socialize with friends. With a history of 20 years or more in the industry in the Texas market, our followers will instantly want to be a part of what we have to offer.
- b. Assess customer's needs and assist selection: We pride ourselves in getting to know each and every customer. We like for each guest to feel that they are "part of the family", so to speak. This will give us an edge on competitors and allow us to personalize their dining experience and promote the specialties available in our restaurant.

Milestones

SOnsie HOuse Kitchen will implement schedules that emphasize payroll budgets of no more than 25% of gross sales. Our menu is designed to use ingredients that can be used for multiple recipes and therefore maintain food cost budgets of no more than 25% of gross sales. We project rental expenses of 8% of gross sales and 20% to be allocated toward taxes, utilities, supplies, maintenance

Statement of Planning Objectives

etc. We will allocate 10% to repayment of the note to investor(s), leaving a 12% profit margin. Our 20+ years of experience in the industry make us confident that these projections are a realistic assessment.

Financial Plan

SOonsie HOuse Kitchen allocates start-up capital of \$75,000.00 from investors for venue finish out, rent, equipment, groceries, menus, permits, licenses, attorney's fees and insurance, signage and a cushion for unforeseen issues. This investment will be paid back in 5 years, with an interest rate of 7%, in monthly installments. It is our expectation that revenue beyond projected sales targets will be invested in retiring debt to investor(s) early.

Summary

We expect this project to be a lot of work, but nothing that we are not already accustomed to. Members of this team have been involved in this industry since 1979. Our love for the business and passion behind this concept's success will prove to overcome any adversities. The quality of our products represent true value and is unparalleled by any competitor. The uniqueness of **SOonsie HOuse Kitchen** and the hard working family values of our management team will prove to be a recipe for success.

Existing Plat

CENTERLINE CURVE DATA

Curve	Radius	Arc Length	Delta Angle	Chord Bearing	Chord Length
C-1	32.00'	31.42'	56°15'05"	N32°35'50"W	30.17'
C-2	300.00'	10.47'	02°00'00"	S03°28'17"E	10.47'
C-3	300.00'	46.47'	08°52'28"	N01°57'57"E	46.42'
C-4	300.00'	56.94'	10°52'28"	N00°57'57"E	56.85'
C-5	140.00'	80.05'	32°45'36"	N11°54'30"E	78.96'
C-6	32.50'	40.93'	72°09'30"	N36°34'11"E	38.28'
C-7	32.00'	41.50'	74°17'60"	N52°54'04"W	38.65'
C-8	30.00'	15.04'	28°43'01"	N30°06'35"W	14.88'
C-9	30.00'	15.04'	28°43'01"	N30°06'35"W	14.88'
C-10	30.00'	15.04'	28°43'01"	N30°06'35"W	14.88'
C-11	73.50'	139.80'	108°58'39"	N35°27'37"E	119.66'
C-12	300.00'	47.48'	09°04'07"	S85°30'60"E	47.43'
C-13	300.00'	47.48'	09°04'07"	S85°30'60"E	47.43'
C-14	56.00'	16.91'	17°18'00"	N81°17'56"E	16.84'

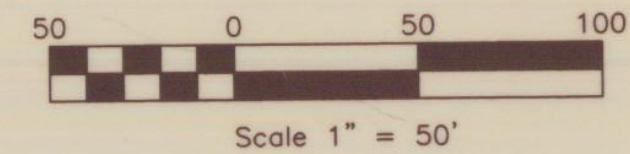
LOT LINE CURVE TABLE

Curve	Radius	Arc Length	Delta	Chord Bearing	Chord Length
C-15	20.00'	21.11'	60°28'35"	N30°29'05"W	20.14'
C-16	5.00'	7.49'	85°46'30"	N47°21'32"W	6.81'
C-17	5.00'	8.12'	93°01'28"	N42°02'26"E	7.26'
C-18	20.00'	42.14'	120°43'28"	S31°05'06"E	34.77'
C-19	20.00'	21.11'	60°28'35"	S59°30'55"W	20.14'
C-20	72.00'	18.64'	14°50'06"	S82°32'14"W	18.59'
C-21	48.00'	12.43'	14°50'06"	S82°32'14"W	12.39'
C-22	32.00'	16.80'	30°04'24"	N75°00'52"W	16.60'
C-23	20.00'	10.50'	30°04'24"	N75°00'52"W	10.38'
C-24	20.00'	6.04'	17°18'00"	N81°17'56"E	6.02'
C-25	111.00'	42.82'	22°06'15"	N17°14'11"E	42.56'
C-26	169.00'	38.15'	12°55'58"	N21°49'19"E	38.07'
C-27	169.00'	33.11'	11°13'30"	N05°33'41"E	33.06'
C-28	20.00'	31.35'	88°49'11"	N45°02'21"E	28.24'
C-29	5.00'	7.71'	88°24'00"	N61°33'04"W	7.17'
C-30	5.00'	7.99'	91°36'00"	N74°36'57"E	10.58'
C-31	20.00'	10.70'	30°39'59"	N74°36'57"E	10.58'
C-32	32.00'	34.25'	61°19'58"	N89°56'56"E	32.64'
C-33	20.00'	10.70'	30°39'59"	N74°36'57"E	10.58'

LOT LINE TABLE

NUMBER	DISTANCE	DIRECTION
L-1	29.59'	N89°45'13"E
L-2	7.00'	N89°56'56"E
L-3	8.00'	S00°03'04"E
L-4	6.00'	N72°38'56"E
L-5	15.00'	S72°38'56"W
L-6	15.00'	N72°38'56"E
L-7	15.58'	N72°38'56"E
L-8	14.96'	N72°38'56"E
L-9	2.50'	S72°38'56"W
L-10	2.50'	S17°21'04"E
L-11	2.00'	S72°38'56"W
L-12	9.49'	S17°21'04"E
L-13	42.50'	N17°21'04"W
L-14	42.50'	N17°21'04"W

CROSSING AT COLLEYVILLE
BLOCK 5
CAB. A, SLIDE 1397
D.R.T.C.T.



Lot 1, Block 1
City Park Addition
Volume 388-210, Page 94
D.R.T.C.T.

52.54'
N00°05'40"E

FOUND 1/2 INCH
CAPPED IRON ROD
LANDS

Lot 2, Block 1
City Park Addition
Volume 388-210, Page 94
D.R.T.C.T.

FOUND 1/2 INCH
CAPPED IRON ROD
LANDS

Bransford Park Land Trust
Volume 10217, Page 2222
D.R.T.C.T.

Lot 8
Lot 9
Lot 10

N00°07'03"W
310.36'

SET 5/8 INCH
CAPPED IRON ROD
LANDS

FOUND 1/2 INCH
CAPPED IRON ROD
LANDS

5' Utility & Drainage Easement
Cabinet A, Slide 1397
D.R.T.C.T.

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5' Utility & Drainage Easement
Cabinet A, Slide 1397
D.R.T.C.T.

FOUND 1/2 INCH
CAPPED IRON ROD
LANDS

SET 5/8 INCH
CAPPED IRON ROD
LANDS

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SET 5/8 INCH
CAPPED IRON ROD
LANDS

THE PURPOSE OF THIS AMENDED PLAT IS TO REPLAT LOT 40, LOT 41 AND LOT 71
INTO LOT 40-R AND LOT 41-R AND TO ADD EASEMENTS TO THE PLAT

PAGE 1 OF 3

AMENDED PLAT
LOTS 1 - 39, 40-R, 41-R, 42 - 70 AND 72 - 77

VILLAGE AT COLLEYVILLE

BEING AN AMENDED PLAT OF LOTS 1 THROUGH 77 OF
THE VILLAGE AT COLLEYVILLE ACCORDING TO THE PLAT RECORDED
IN CABINET A, SLIDE 5922 - 5924 OF THE DEED RECORDS OF
TARRANT COUNTY, TEXAS

NOVEMBER 2000

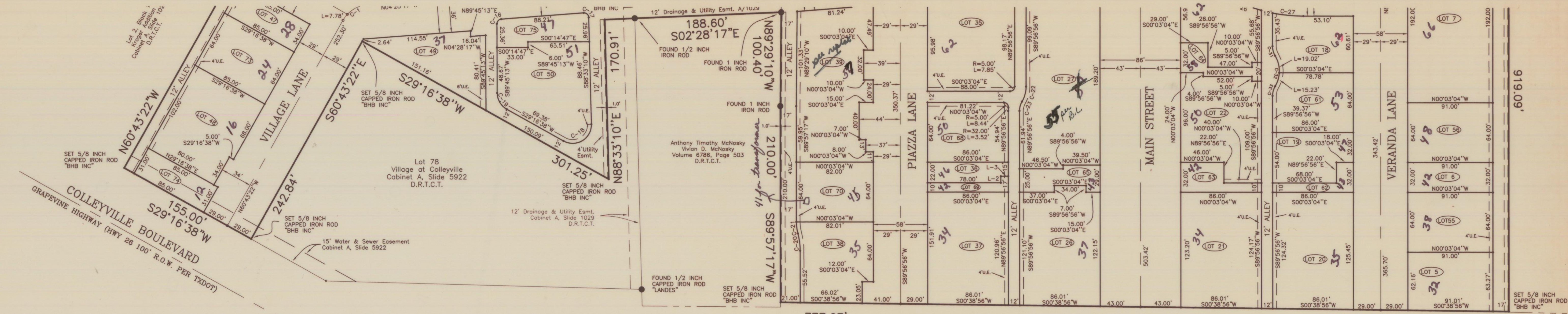
THIS PLAT FILED IN CABINET A, SLIDE 6291

VILLAGE AT COLLEYVILLE - AMENDED

FILED
TARRANT COUNTY TEXAS
2000 NOV 30 P 1:15
SUZANNE HENDERSON
COUNTY CLERK

OWNER:
VILLAGE MONTICELLO PARTNERS, LTD.
1111 SOUTH MAIN STREET, SUITE 200
GRAPEVINE, TEXAS 76051
TEL: (817)488-4200 FAX: (817)424-2448
ENGINEER & SURVEYOR:
Baird, Hampton & Brown, Inc.
Engineering & Surveying
300 E. 7th St., Ste. 300 P.O. Box 171021, Fort Worth, TX 76117-1021

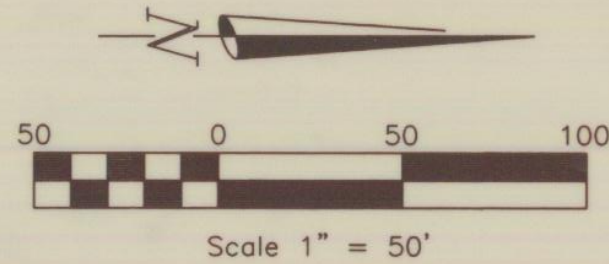
Existing Plat



CURVE DATA

NUMBER	Radius	Arc Length	Delta	Chord Bearing	Chord Length
C-47	158.00'	102.93'	37°19'34"	N18°36'43"E	101.12'
C-48	23.00'	36.13'	90°00'00"	N45°03'04"W	32.53'
C-49	184.00'	94.64'	29°28'15"	S75°18'56"E	93.60'
C-50	141.00'	72.53'	29°28'15"	S75°18'56"E	71.73'
C-51	32.00'	16.07'	28°46'15"	N15°02'04"E	15.90'
C-52	32.00'	50.27'	90°00'00"	N45°38'56"E	45.25'
C-53	20.00'	10.04'	28°46'15"	N15°02'04"E	9.94'
C-54	227.00'	116.76'	29°28'15"	S75°18'56"E	115.48'
C-55	145.00'	53.10'	20°58'53"	S10°26'22"W	52.80'
C-56	32.00'	9.66'	17°18'00"	N81°17'56"E	9.63'
C-57	20.00'	31.42'	90°00'00"	N45°38'56"E	28.28'
C-58	180.00'	59.70'	19°00'16"	N13°05'15"E	59.43'

FOUND
"+" IN
CONCRETE



THIS AMENDING PLAT IS APPROVED IN ACCORDANCE WITH SECTION 212.0065 OF THE TEXAS LOCAL GOVERNMENT CODE AND THE CITY OF COLLEYVILLE SUBDIVISION REGULATIONS

DATE 11-27-00

Bryan L. Bason
COMMUNITY DEVELOPMENT MANAGER

Robert R. McIsaac
DIRECTOR OF PUBLIC SERVICES

USE	DESCRIPTION	LOTS
Drainage Easement	Village Detention Basin	4
Drainage R.O.W.	Pleasant Run Creek	52 & 77
Public Access	Public Parking Lot	55-58, 61, 67, 68, 70, 73
Open Space	Public Park	41-R, 66
Open Space	Private Park	51, 53, 54, 59, 60, 62-65, 69, 72, 74-76

OWNER:
VILLAGE MONTICELLO PARTNERS, LTD.
1111 SOUTH MAIN STREET, SUITE 200
GRAPEVINE, TEXAS 76051
TEL: (817)488-4200 FAX: (817)424-2448

ENGINEER & SURVEYOR:
B B Baird, Hampton & Brown, Inc.
Engineering & Surveying
309 W. 7th St., Ste. 500 Ft. Worth, TX 76102 Tel: (817)338-1277 Fax: (817)338-9245 E-Mail: baird@bhbinc.com

THE PURPOSE OF THIS AMENDED PLAT IS TO REPLAT LOT 40, LOT 41 AND LOT 71 INTO LOT 40-R AND LOT 41-R AND TO ADD EASEMENTS TO THE PLAT

PAGE 2 OF 3
AMENDED PLAT
LOTS 1 - 39, 40-R, 41-R, 42 - 70 AND 72 - 77
VILLAGE AT COLLEYVILLE
BEING AN AMENDED PLAT OF LOTS 1 THROUGH 77 OF
THE VILLAGE AT COLLEYVILLE ACCORDING TO THE PLAT RECORDED
IN CABINET A, SLIDE 5922 - 5924 OF THE DEED RECORDS OF
TARRANT COUNTY, TEXAS
NOVEMBER 2000

THIS PLAT FILED IN CABINET A, SLIDE 6292

VILLAGE AT COLLEYVILLE - AMENDED

STATE OF TEXAS §
COUNTY OF TARRANT §

WHEREAS, Village Management, Ltd, acting by and through the undersigned, its duly authorized agent, is the sole owner of a tract of land situated in the Buffalo Bayou, Brazos and Colorado Railroad Survey, Abstract No. 206 in the City of Colleyville, Tarrant County, Texas according to the deed recorded in Volume 14387, Page 334 of the Deed Records of Tarrant County, Texas, a portion of said tract being described as follows:

BEING all of Lots 1 through 77 of Village at Colleyville, an addition to the City of Colleyville, Tarrant County, Texas, according to the plat recorded in Cabinet A, Slide 5922 of the Deed Records of Tarrant County, Texas.

NOW, THEREFORE, KNOW ALL PERSONS BY THESE PRESENTS:

THAT, Village Management, Ltd., acting by and through the undersigned, its duly authorized agent, does hereby adopt this plat designating the hereinabove described real property as LOTS 1 - 39, 40-R, 41-R, 42 - 70 AND 72 - 77, VILLAGE AT COLLEYVILLE, an addition to the City of Colleyville, Tarrant County, Texas, and do hereby dedicate to the publics' use the streets and easements shown thereon.

Witness our hands this 27 day of November, 2000.

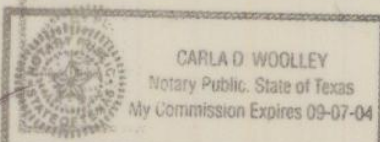
Authorized Agent for
Village Management, Ltd.

STATE OF TEXAS §
COUNTY OF TARRANT §

BEFORE ME, the undersigned Notary Public in and for said county and state, on this day personally appeared Richard A. Myers of Village Management, Ltd., known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the same for the purposes and consideration therein expressed, in the capacity therein stated.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on the 27 day of November, 2000.

Carla D. Woolley
Notary Public in and for
the County of Tarrant, State of Texas



9-1-2004
My commission expires

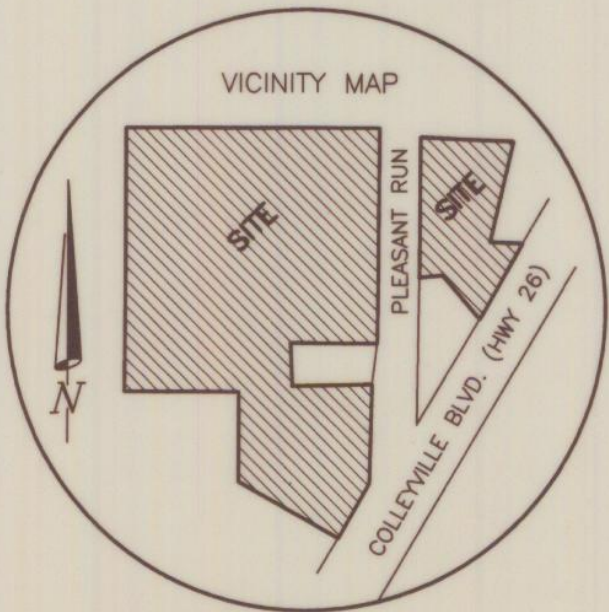
Lot Number	Square Footage	Acreage
Lot 01	17591	0.40
Lot 02	15192	0.35
Lot 03	9061	0.21
Lot 04	11343	0.26
Lot 05	5707	0.13
Lot 06	2912	0.07
Lot 07	17472	0.40
Lot 08	9947	0.23
Lot 09	12859	0.30
Lot 10	6880	0.16
Lot 11	11368	0.26
Lot 12	8503	0.20
Lot 13	12815	0.29
Lot 14	14974	0.34
Lot 15	12695	0.29
Lot 16	1667	0.04
Lot 17	17772	0.27
Lot 18	5130	0.12
Lot 19	4248	0.10
Lot 20	10744	0.25
Lot 21	10641	0.24
Lot 22	8838	0.20
Lot 23	5827	0.13
Lot 24	10179	0.23
Lot 25	2103	0.05
Lot 26	10698	0.25
Lot 27	15361	0.35
Lot 28	7556	0.17
Lot 29	6183	0.14
Lot 30	2560	0.06
Lot 31	8265	0.19
Lot 32	14071	0.32
Lot 33	4966	0.11
Lot 34	8022	0.18
Lot 35	9255	0.21
Lot 36	1836	0.04
Lot 37	10357	0.24
Lot 38	8545	0.19
Lot 39	12399	0.28
Lot 40-R	18544	0.43
Lot 41-R	5753	0.13
Lot 42	14268	0.33
Lot 43	10231	0.23
Lot 44	8773	0.20
Lot 45	28674	0.66
Lot 46	5776	0.13
Lot 47	2890	0.07
Lot 48	8500	0.20
Lot 49	5730	0.13
Lot 50	8938	0.21
Lot 51	1175	0.03
Lot 52	12550	0.29
Lot 53	2145	0.05
Lot 54	1234	0.03
Lot 55	5824	0.13
Lot 56	5824	0.13
Lot 57	5824	0.13
Lot 58	5824	0.13
Lot 59	7248	0.17
Lot 60	3017	0.07
Lot 61	5413	0.12
Lot 62	1256	0.03
Lot 63	1872	0.04
Lot 64	1618	0.04
Lot 65	2070	0.05
Lot 66	12589	0.29
Lot 67	5312	0.12
Lot 68	5500	0.13
Lot 69	916	0.02
Lot 70	5248	0.12
Lot 72	12448	0.29
Lot 73	5440	0.12
Lot 74	2635	0.06
Lot 75	2900	0.07
Lot 76	3564	0.08
Lot 77	26623	0.61
Lot 78	74758	1.72

FILED
TARRANT COUNTY, TEXAS
2000 NOV 30 P 1:16
SUZANNE WENDERS
COUNTY CLERK

OWNER:
VILLAGE MONTICELLO PARTNERS, LTD.
1111 SOUTH MAIN STREET, SUITE 200
GRAPEVINE, TEXAS 76051
TEL: (817)488-4200 FAX: (817)424-2448

ENGINEER & SURVEYOR:

B B Baird, Hampton & Brown, Inc.
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300 W. 7th St., Ste. 500 Ft. Worth, TX 76102 Tel:(817)338-1277 Fax:(817)338-9245 E-Mail:mhb@bbhinc.com



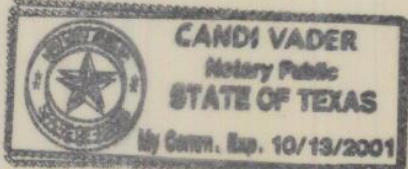
Surveyor's Certificate:

I, Daniel H. Joslin, a Registered Professional Land Surveyor, of the State of Texas, do hereby state to the best of my knowledge and belief that the above survey is an accurate delineation of field survey and office computations performed by me or under my supervision, and that all property corners shall be marked on the ground as indicated.

Daniel H. Joslin
Registered Professional Land Surveyor
No. 4749

BEFORE me, the undersigned, a Notary Public in and for Tarrant County, Texas, on this day personally appeared Daniel H. Joslin, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed, and in the capacity herein stated.

Given under my hand and seal of office, this the 16 day of November, 2000.



Camdi Vader
Notary Public, State of Texas

THE PURPOSE OF THIS AMENDED PLAT IS TO REPLAT LOT 40, LOT 41 AND LOT 71 INTO LOT 40-R AND LOT 41-R AND TO ADD EASEMENTS TO THE PLAT

PAGE 3 OF 3

AMENDED PLAT

LOTS 1 - 39, 40-R, 41-R, 42 - 70 AND 72 - 77

VILLAGE AT COLLEYVILLE

BEING AN AMENDED PLAT OF LOTS 1 THROUGH 77 OF
THE VILLAGE AT COLLEYVILLE ACCORDING TO THE PLAT RECORDED
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TARRANT COUNTY, TEXAS
NOVEMBER 2000

THIS PLAT FILED IN CABINET A, SLIDE 6293

VILLAGE AT COLLEYVILLE - AMENDED

ORDINANCE O-12-1859

AN ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, AS HERETOFORE AMENDED; BY REPEALING ORDINANCES O-99-1141, O-02-1337.4, O-06-1560 AND O-08-1680; BY AMENDING THE OFFICIAL ZONING MAP AND CHANGING THE ZONING ON 26 ACRES IN THE VILLAGE AT COLLEYVILLE ADDITION AND LOTS 3A AND 3B, BLOCK 1, VILLAGE FRONT DOOR ADDITION, FROM THE PUD-C-PLANNED UNIT DEVELOPMENT COMMERCIAL ZONING DISTRICT TO THE PUD-C-PLANNED UNIT DEVELOPMENT COMMERCIAL ZONING DISTRICT; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case No. ZC12-022; and

WHEREAS, Ordinances O-99-1141, O-02-1337.4, O-06-1560 and O-08-1680 are hereby repealed in their entirety; and

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

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

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

WHEREAS, the Planning and Zoning Commission, has given reasonable consideration to, among other things, the character of the districts and their peculiar suitability for particular uses, with a

view to conserving the value of buildings and encouraging the most appropriate use of land throughout the City; and

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 26 acres in the Village at Colleyville Addition and Lots 3a and 3b, Block 1, Village Front Door Addition, from the PUD-C-Planned Unit Development Commercial Zoning District to the PUD-C-Planned Unit Development Commercial Zoning District, as depicted in Exhibit "A".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT Ordinances O-99-1141, O-02-1337.4, O-06-1560 and O-08-1680 are hereby repealed in their entirety.
- Sec. 5. THAT the above described tract of land shall be subject to the following conditions:

A. PURPOSE

The purpose of this planned unit development is to encourage

mixed-use, compact development that is sensitive to the environmental characteristics of the land and facilitates the efficient use of services. This planned unit development diversifies and integrates residential and commercial land uses within close proximity to each other and promotes long-term economic sustainability for the City.

B. PUD BOUNDARIES

The properties shown on the attached Zoning Exhibit "A" are zoned PUD-C Planned Unit Development-Commercial district and the Official Zoning Map and Land Development Code of the City of Colleyville, Texas and are hereby amended by the terms of this ordinance.

C. NEIGHBORHOOD AREAS

This Planned Unit Development is hereby divided into two neighborhood areas. The boundaries of the neighborhood areas are shown on the attached Exhibit "B". The neighborhood areas and their symbol designations are described as follows:

Neighborhood Center – The Neighborhood Center area shall serve as the commercial and business focal point of the development with a limited amount of area used for residential purposes. The Neighborhood Center area shall be designated with the letters "NC".

Neighborhood General – The Neighborhood General area shall serve as a secondary area for commercial and business activities of the development and may have a higher percentage of residential dwellings than the Neighborhood Center area. The Neighborhood General area shall be designated with the letters "NG".

D. DEVELOPMENT STANDARDS

Buildings or structures containing any combination of single-family residences and business use listed herein shall be allowed in accordance with the following Development Standards:

1. Permitted Uses – the following permitted uses shall be

allowed within this planned unit development:

a. *Single-family Residences:* Residential units may be either detached or attached, and more than one residence may be located per building site. A building site may also have one ancillary residential structure. An ancillary unit is a residential unit that is accessory to the primary residential unit allowed by this section. Ancillary units shall not be sold separate from the primary unit to which they are connected. For the purpose of this ordinance, a building site is defined as a single building site as identified on the Condominium Exhibit of The Village at Colleyville. The habitable area of the ancillary structure shall not exceed 600 square feet. Within each neighborhood area, the maximum number of residential units on the ground floor of a building shall not exceed the following maximum residential densities:

(1) NC Area: A maximum of 14 of the building sites in the Neighborhood Center area may contain a single-family residence use on the first floor of its building.

(2) NG Area: A maximum of 61 of the building sites in the Neighborhood General area may contain a single-family residence use on the first floor of its building.

(3) A maximum of 75 of the building sites within the boundaries of this PUD-C may contain a single-family residence use on the first floor of its building.

(4) Work/Live Units: A work/live unit is defined as a single unit consisting of both a commercial/office and a residential component that is occupied by the same resident. The work/live unit shall be the primary dwelling of the occupant. Provided compliance with sections 1 through 3 above are met, all lots within this development may contain a work/live unit. Work areas are encouraged to be placed on the ground floor while the living area is encouraged to be placed on upper floor above the work unit.

(5) Not including ancillary units or the units described in subsection 6 below, all residential units shall have a minimum of 1,500 square feet of climate controlled area.

(6) No more than a total of twenty-four (24) residential units may be built with a minimum square footage of 1,000 square feet. Units allowed by this subsection shall not be located on the ground floor of any building.

(7) The method of calculating the square footage of a residential unit within this PUD-C shall not include floor areas used as common area hallways and stairwells, but shall include the climate controlled space of the dwelling unit.

(8) There shall be no residential units located on the ground floor of any building located along Main Street between Cottage Lane and SH26.

(9) Not including ancillary units, defined above, there shall be no more than 200 residential units constructed within this PUD.

b. *Retail:* Retail specialty shops including, but not limited to, the sale of clothing, gifts, antiques, flowers and plants, books, jewelry, music, electronic equipment, computers and software, tobacco and related supplies, crafts, toys, cameras, souvenirs, greeting cards, artwork, furniture, hardware, sporting goods, house and garden supplies, office supplies, leather goods and periodicals.

c. *Service:* Personal service shops including, but not limited to, travel agency, banks, airline ticket office, tailor, barber, beauty salon, spa, health club/fitness center, shoe repair, food catering, dry cleaners, studios for dance, art, music, photography, radio, and television, or similar service uses.

d. *Food and Lodging:* Boutique hotels, bed and breakfast inns, restaurants, cafes, coffee shops, bakeries, butchers, fish markets, delicatessens, ice

cream parlors, cookie stores, grocery stores, drug stores, bagel or doughnut shops, and soda fountain shops.

e. *Entertainment:* Entertainment venues including movie theatres, provided the total number of all movie screens does not exceed four; playhouses, comedy clubs, and jazz/music clubs.

f. *Office:* Business offices including, but not limited to, software design firms, business consulting, security and commodity brokerage, general business offices, real estate sales, insurance sales, advertising, mailing and stenographic services, professional offices for lawyers, engineers, architects, doctors, dentists, psychiatrists, accountants, investment advisors, orthodontists, or other office related businesses.

g. *Educational:* Private schools, and day-care centers.

h. *Mixed-use:* buildings or structures containing any combination of single-family residences and other uses listed herein.

i. *Public/Semi-public:* Buildings or structures owned or operated by the City of Colleyville or The Village Owner's Association. Semi-public uses such as a neighborhood center, pool and related recreational facilities. The lots bounded by Cottage Lane, Village Lane, Veranda Lane and Main Street may be used, either all or in part, as a public plaza including the installation of permanent public amenities such as a fountain and seating area. The purpose of the plaza would be for public gatherings and events.

j. Parking lots.

k. Accessory buildings or uses as defined herein.

l. Any use of a nature similar to the above when granted a Special Use Permit by the Colleyville City Council.

m. Outside sales on the sidewalk of art, antiques, fruit,

vegetables, flowers, plants, gifts and souvenirs.

n. Outdoor seating areas for food, lodging or entertainment uses.

o. Above ground parking garages containing fourteen (14) or fewer parking spaces, underground parking garages, basements, and cellars.

2. Permitted Uses with a Special Use Permit – The following uses may be permitted upon approval of a Special Use Permit by the City Council as provided in the Land Development Code of the City of Colleyville:

a. Food trucks, including outside sales of cooked food and other items not listed in Section E.1 Permitted Uses.

c. Television and appliance repair service shop.

d. Club, lodge or other fraternal organizations.

e. Above ground parking garages containing fifteen (15) or more parking spaces. Any above ground parking garage that fronts a street within the Neighborhood Central (NC) zone shall be allowed only with the approval of a Special Use Permit.

f. Package (liquor) stores

g. Wedding chapel

h. Alcoholic beverage sales for on-premise consumption in conjunction with a restaurant use.

i. Alcoholic beverage sales for off-premise consumption for a grocery store, specialty wine shop or gourmet food store.

j. The Special Use Permit requirements for the alcoholic beverage sales allowed in subsections "h" and "i" above shall not become effective until May 1, 2013.

3. Prohibited Uses – The following uses shall be prohibited within this planned unit development:

- a. Drive-through commercial uses where patrons remain in automobiles.
- b. Vending machines, except within buildings.
- c. Retail uses containing more than 40,000 square feet of floor area per certificate of occupancy.
- d. Industrial and manufacturing businesses that create noise, vibration or obnoxious odors.
- e. Kennels.
- f. Terminals or depots for large-scale storage or distribution of goods.
- g. Scrap yards for the processing or storage of waste materials.
- h. Automotive repair businesses.
- i. Telemarketing office with over 20 employees.
- j. Uses not listed herein shall be considered by following the procedures outlined in the Colleyville Land Development Code for new and unlisted uses.

4. General Lot Criteria – See Table 1 below:

Table 1				
General Lot Criteria				
	Neighborhood General Zone (NG)		Neighborhood Center Zone (NC)	
Lot Dimensions	Min. Area	2,600 s.f.	Min. Area	2,600 s.f.
	Max. Area	5 acres	Max. Area	5 acres
	Min. Lot Coverage	30%	Min. Lot Coverage	45%
	Max. Lot Coverage	90%	Max. Lot Coverage	95%
Setbacks	Front	0' min – 15' max.	Front	0' min – 15' max.
	Side	0' min – 15' max.	Side	0' min – 15' max.
	Rear – Main Bldg.	4' min.	Rear – Main Bldg.	4' min.
	Rear – Accy. Bldg.	4'	Rear – Accy. Bldg.	4'

Height	Max. Height	48 ft. or 3.5 stories	Max. Height	48 ft. or 3.5 stories
Notes: 1. the one-half story above third floor shall not exceed 400 s.f.				

5. Building Exteriors - The exposed exterior walls of each building must contain 100% masonry. For purpose of this ordinance, masonry shall consist of any combination of brick, stone, faux-stone, or stucco. Non-masonry materials may be utilized for building accents per the requirements of Chapter 6-Building Design in the Land Development Code.
6. Roofing - If a flat roof is constructed, all sides of the building shall have a mansard or built-up parapet wall roof at least four feet (4') in height, which shall simulate the look of a pitched roof from street level. If a roof terrace is constructed, then railings may be used which comply with Section (8) Balconies below.
7. Balconies - Balcony railings must be constructed with wrought iron or masonry balustrades.
8. Building Design Requirements - Articulation of walls shall not be mandatory. Buildings within this planned unit development shall be exempt from Chapter 6 Building Design of the Colleyville Land Development Code.
9. Exterior Building Lighting - Buildings may be lit with wall washer type lights, natural gas lamps, or low wattage decorative electric lamps. Lights shall be placed on buildings in a manner so as to not be a nuisance.
10. HVAC Systems - All air-conditioning condenser units must be hidden from street view or placed on the roof.
11. Backyard Walls - These shall be constructed 100% masonry materials or wrought-iron fencing. Any gates must be constructed of wrought iron.
12. Landscaping - Lots with street frontage within this planned unit development shall, at a minimum, meet the requirements of *Chapter 4 - Landscaping and Buffering*

in the Land Development Code. The owners of the first floor shall plant and maintain the storefront planting area (if applicable) along its street frontage. All sidewalks in the project will have tree planter islands spaced every thirty to thirty-five feet. Approved trees shall include trees allowed for planting in *Chapter 4 - Landscaping and Buffering* in the Land Development Code. A minimum of 25% of the building sites shall be required to install and maintain a 24" wide planting area (at least 8 feet long) in the setback between their building and the sidewalk. The owners of the ground floor levels of these buildings shall be required to plant, irrigate and maintain flowers, vines or shrubs in those areas. In addition, any roof terraces shall contain at least two irrigated, potted shrubs or trees. A landscaped buffer with natural openings shall be provided along the entire length of the northern boundary from City Park to Pleasant Run Road, in lieu of the masonry screening wall. Said landscape buffer shall consist of a row of trees. Trees shall be a minimum of four (4") caliper, spaced at 25' intervals. Trees shall be selected from the list of approved trees contained in *Chapter 4 - Landscaping and Buffering* of the Land Development Code. Fifty percent of said trees shall be Highrise Live Oaks (*quercus virginiana*). In addition, there shall be a minimum five foot tall wrought iron fence installed along the northern boundary from City Park to Pleasant Run Road, said minimum five foot tall wrought iron fence shall also be installed on top of any retaining wall along the northern boundary line.

13. Awnings - Buildings with commercial uses on the ground level shall install awnings over all windows on the ground level that front public sidewalks, if those buildings contain a residential use above the ground level.
14. Architectural Control Committee - The Property Owner's Association must create an Architectural Control Committee, which shall be funded by the Property Owner's Association. All building exterior specifications, site plans, lighting, signage and landscaping plans must be approved by the Architectural Control Committee prior to approval of a building permit.

15. Limitation on Late Night Hours of Operation - Businesses located within the PUD-C shall close no later than 12:00 midnight on all days except on Friday and Saturday nights where such businesses shall close no later than 2:00 a.m. on Saturday and Sunday mornings respectively.
16. Dumpster Screening - All freestanding dumpsters shall be screened on all four sides with an opaque closure measuring to a height at least six (6) inches above the top of the dumpster. A dumpster located in an alley on the perimeter of the project shall be screened from view on all sides with an opaque enclosure or building niche measuring at least six (6) inches above the top of the dumpster. The enclosure and/or building niche shall be constructed of material that matches the building.
17. Fire Prevention - All buildings within this PUD-C shall be equipped with fire detection and suppression systems as required and approved by the City of Colleyville Fire Marshal. Said systems shall be maintained and inspected as required by the Fire Marshal.

E. ENCROACHMENTS AND USE OF PUBLIC RIGHT-OF-WAY

Due to the unique nature of this planned unit development, the encroachments of buildings and architectural features into the public right-of-way and certain uses within the public right-of-way, stated herein in Section E.1, shall be allowed within this planned unit development and shall be exceptions to the requirements of the Land Development Code. All encroachments, including temporary structures, must maintain a forty-eight (48") inch pedestrian right-of-way and comply with all other ADA regulations.

1. Encroachments below grade - Approval by the Director of Public Works of a Right-of-way Permit is required for any building encroachments below grade. All encroachments shall not exceed eighteen (18") inches.
2. Encroachments of architectural features above grade - Approval by the Building Inspection Department is required for any encroachment of architectural features above grade, provided such encroachments comply with

the standards contained in the following table and local building and fire codes:

Right-of-way Encroachment Standards	
Type of Encroachment	Maximum Allowable Encroachment
Bay Windows	18 inches with max. 7 foot length, 3 feet min. spacing & one bay window per 15 feet of site frontage
Awnings & canopies	80% of sidewalk width, 8 feet clearance over pedestrian area & 14 feet clearance over vehicle area
Signs	66% of sidewalk width, 8 feet clearance over pedestrian area & 14 feet clearance over vehicle area
Lights	If the light encroaches 12 inches or less, it may be mounted at any height on the building façade. From 8 feet to 11 feet above grade, one additional inch of encroachment shall be required for each inch of clearance above 8 feet, not to exceed 48 inches of encroachment. Encroachments over 12 inches require 8 feet clearance over pedestrian areas & 14 feet clearance over vehicle areas, and shall not encroach beyond 48 inches
Eaves, cornices and balconies	From 8 feet to 15 feet above grade, one inch of encroachment for each inch of clearance above 8 feet not to exceed 48 inches of encroachment. Encroachments 15 feet or more above grade shall have 8 feet of clearance over pedestrian area & 14 feet clearance over vehicle area and shall not encroach beyond 6 feet

3. Temporary structures in public right-of-way – The temporary use of sidewalk areas located within a public right-of-way shall be allowed for the following types of temporary structures: planter boxes, benches, sandwich board signs, retail merchandise, and four (4) tables with chairs. Use of the public right-of-way for retail merchandise shall be limited to business hours.
4. Outdoor Eating Areas on public sidewalks – The use of a public sidewalk as an outdoor eating area containing more than four tables shall only be permitted with administrative approval of the Community Development Director.

F. SUPPLEMENTAL REQUIREMENTS

This planned unit development shall comply with the following supplementary requirements:

1. Open Space Requirements - This development shall provide open space areas as shown on the attached Exhibit "C" in lieu of any other open space requirements of the Colleyville Land Development Code.
2. Park Land Dedication Fees - Payment of Park Land Dedication Fees at the rate applicable at the time of building permit shall be due and payable when a building permit is issued for each non-residential structure or primary single-family dwelling unit.
3. Street Right-of-Way Widths - These shall be established upon approval of the Final Plat using the street and alley design standards contained in Paragraph 7 below.
 - a. Not later than 90 days from the date of approval of this ordinance , the developer shall convey to the City at no cost all necessary right-of-way to accommodate the roadway widening for the portion of Mission Lane located between Pleasant Run Road and Lot 1, Block 1 of the Village Front Door Addition such that said portion of the roadway can accommodate two-way automobile traffic. The final determination of the amount of right-of-way needed shall be performed by the Public Works Director. The sidewalk width requirements of Section 5(F)4 shall not apply to the portion of Mission Lane addressed in this section, specifically as it relates to the widening of the street.
4. Sidewalks - Sidewalks shall be required for all lots in this development. Where no sidewalks exist as of the passage of this ordinance, any new sidewalks constructed shall be a minimum of ten feet in width and shall comply with the Americans with Disabilities Act.
5. Garages/Accessory Buildings - The walls of the buildings shall be 100% masonry, constructed of similar materials as the building on the same building site and shall cover no more than 20% of the building site area, and they

may be connected to the main building by an enclosed walkway. These buildings shall comply with all other requirements in this ordinance.

6. Advertising Signs – Buildings may contain the following types of signs:

a. Wall Signs - The size of a wall sign shall be limited to the size of the building wall it is attached to: either 10 percent of the wall area or 1.5 square feet for each linear foot of the building's wall, whichever is less.

b. Projecting Signs - These may not exceed 20 square feet in size, with a clearance of at least eight feet above ground level.

c. Awning Signs - Individual letters on awning signs shall not exceed 12 inches in height.

d. None of the above signs shall be internally lit. These signs may be front-lit with lights that do not create an unreasonable glare on adjacent buildings.

e. Window Signs – Food and Lodging and Entertainment uses may use internally lit window signs (made of decorative neon) inside of their businesses. Any business shall be limited to a maximum of two window signs. Internally lit box signs are permitted.

f. Grand Opening Signs – When a certificate of occupancy has been issued for a new business and within one (1) year thereafter, one (1) Grand Opening Sign permit shall be allowed to advertise the new business. A Grand Opening Sign permit shall not be valid for more than sixty (60) days. No permit fee shall be required for a Grand Opening Sign permit. Only one grand opening sign may be placed at this location at any given time.

g. State Highway 26 (SH26) Off-Premise Signage – Businesses located within this development may place one temporary sign along SH26. Not more than two businesses may place a sign allowed by this section at any one time at this location. The signs must meet all

permitting and time restrictions for temporary business signs in the Land Development Code.

h. The signage authorized by sections f and g above shall be located at the southwest corner of Main Street and SH26 along SH26 with the permission of the property owner. The signs shall not be placed within any right-of-way and shall meet the visibility requirements stated in Chapter 7-Sign Regulations of the Land Development Code. Said signage shall not exceed eight (8) feet in height and eight (8) feet in width and shall not exceed 64 square feet in area. Said signage shall be composed of metallic material with the sign(s) message either painted on or wrapped over the metallic surface of the sign(s) as allowed by the Community Development Director. The sign(s) shall be affixed to a masonry or decorative metal support column on both sides.

i. Sandwich Board (A-Frame) Signs – One (1) temporary Sandwich Board sign shall be allowed per business, provided such sign does not exceed forty-eight inches (48") high and thirty-six inches (36") wide and is located in front of the business site. Sandwich Board Signs may be placed in front of another business site with the approval of that business owner. For the purpose of this regulation, Sandwich Board signs shall include easels and podiums.

7. Street and Alley Design

a. Two-way Street - The cross-section of the typical village street shall be comprised of twenty-four feet of drive lanes (two, twelve-foot lanes); two, seven-foot parallel parking spaces; and a ten-foot sidewalk on each side of the street. The total public right-of-way shall not be less than fifty-eight (58) feet wide.

b. One-way Street - A cross-section of a typical one-way street shall contain an eighteen-foot drive lane, one seven-foot parallel parking space and sidewalks ten (10) feet in width. The public right-of-way for a one-way street shall not be less than forty-five (45) feet.

c. Alley - The cross section of the typical alley shall

contain twelve feet of pavement with green space on each side. The alley right-of-way width shall not be less than twenty (20) feet.

8. Public Area Landscaping - Public parks in the project shall be landscaped and irrigated according to plans approved by the City of Colleyville.

G. AMENITIES

1. Parks and Playgrounds - All or portions of certain lots identified on the project site plan must be set aside for public parks, meeting areas and playgrounds.
2. Sidewalk Amenities - Besides the trees and other landscaping, sidewalks may be constructed to contain the following amenities: bicycle racks, benches, bulletin boards, drinking fountains, underground electric outlets for sidewalk vendors, chess and checkers tables, and water fountains. All amenities shall be maintained by the Village Owner's Association.
3. Street Lights - The street lights may be either gas or electric and shall be installed on the sidewalks and be of a style which compliments that architectural style of the project's buildings. The final location and number shall be determined and approved by the Public Works Director.
4. Walking Paths - Certain paths in front of some lots and building sites will be for pedestrian and bicycle use only. These paths shall range from eight to twenty feet in width and shall be constructed of brick, stone and/or concrete.
5. Street Signs - Street signs may be attached on the appropriate buildings at each intersection. The signs, if attached, shall be placed fifteen (15) feet above street level and shall be front lit with a decorative lighting fixture. The signs shall contain eight-inch letters.

H. PARKING REQUIREMENTS

The parking requirements for this planned unit development shall be as follows and subject to review when the project is 50% complete:

1. Parking spaces shall consist of a combination of parking spaces provided on the street, on each building site, within a parking garage or in an open parking lot. Approximately thirty (30) percent of the parking requirements will be provided on the streets as streets are constructed within the development. The remaining seventy (70) percent of the parking requirements shall be provided as building permits are issued for each structure in accordance with the following requirements:

- a. Residential Uses – The parking requirements for residential units shall be as follows:

- (1) Ground floor – when a primary residence is located on the ground floor, two (2) parking spaces shall be provided on the same building site as the dwelling unit and one additional on-site parking space if the building site contains an ancillary residential unit.

- (2) Upper floor – when a primary residence is located on an upper floor, two (2) parking spaces shall be provided either on the same building site as the residence or in a parking lot or parking garage located within 400 feet of the residence. Said parking spaces shall not have been used in calculating parking needs for any other residence or use within the planned unit development.

- b. Non-Residential Uses (includes work/live units) – The parking requirements for non-residential uses shall be at a ratio of one (1) parking space per 400 square feet of floor area. Parking spaces shall either be located on the building site, in a parking lot, or in a parking garage. Said parking lot or parking garage shall be located within 400 feet of the use requiring the parking space. Said parking spaces shall not have been used in calculating the parking needs for any other use within the planned unit development.

c. Public Parking - Public parking lots and parallel parking spaces shall be located as shown on the attached Exhibit "C". All public parking shall be free of charge. Overnight parking shall be allowed. Any modification to the current configuration of parallel parking shall be approved specifically by site plan approval by the City Council.

d. 45 degree Angled Public Parking

(1) 45 degree angled public on-street parking spaces shall be allowed along both sides of Main Street between Village Lane and Pleasant Run Road.

(2) There shall be a minimum unobstructed pavement width of 28 feet maintained on Main Street between Village Lane and Pleasant Run Road.

(3) These spaces shall meet the minimum design specifications for parking spaces as stated in Section 3.29.1 – Parking Space Construction Standards in the Land Development Code, except where amended herein.

(4) No parking spaces may be placed such that a vehicle backing out of said space would impede the flow of traffic and/or create a threat to public safety within a street intersection.

I. PROPERTY OWNERS ASSOCIATION

Each property owner in the project shall be a member of the owners' association which shall collect quarterly fees from each property owner for payment for the following common services: landscaping, Village promotions and events, cleaning, security, marketing, architectural control and project administration. If a Village property owner fails to timely pay its association fees, the owners association's declaration of covenants shall enable it to file a lien against that owner's property.

J. CITY/DEVELOPER AGREEMENT

Not later than one year from the approval date of this ordinance, an amended city/developer agreement shall be approved by the City Council for this development between the City and the "developer" and/or their assigns, transferee(s) or designee(s) listed on the current, approved agreement. Said agreement shall, at a minimum, amend and repeal all previous city/developer agreements related to this development by creating a single updated new agreement. Failure to meet this requirement within the specified time frame shall be considered a violation of the terms of this ordinance on the part of the current named "developer", their assigns, transferee(s) or designee(s).

- Sec. 6. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 7. THAT 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. 8. 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. 9. THAT all provisions of the Land Development Code shall remain in full force and effect, except where amended herein.
- Sec. 10. 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.

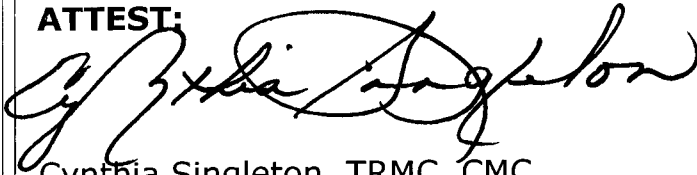
AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 4th day of December 2012.

The second reading and public hearing being conducted on the 18th day of December 2012.

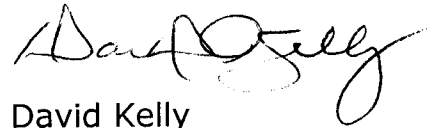
PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the 18th day of December 2012.

ATTEST:



Cynthia Singleton, TRMC, CMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:



Matthew C. G. Boyle
City Attorney

Site:

Village at Colleyville Addition

The map displays a grid of lots with various zoning designations and street names. Key streets include Main St, Piazza Ln, Terrace Way, and Thompson Ter. Lots are numbered, and zoning codes such as CC-1, CC-2, R-20, PUD-C, and AG are indicated. A callout box points to a specific lot in the center of the map.

EXHIBIT "B"- Neighborhood Areas

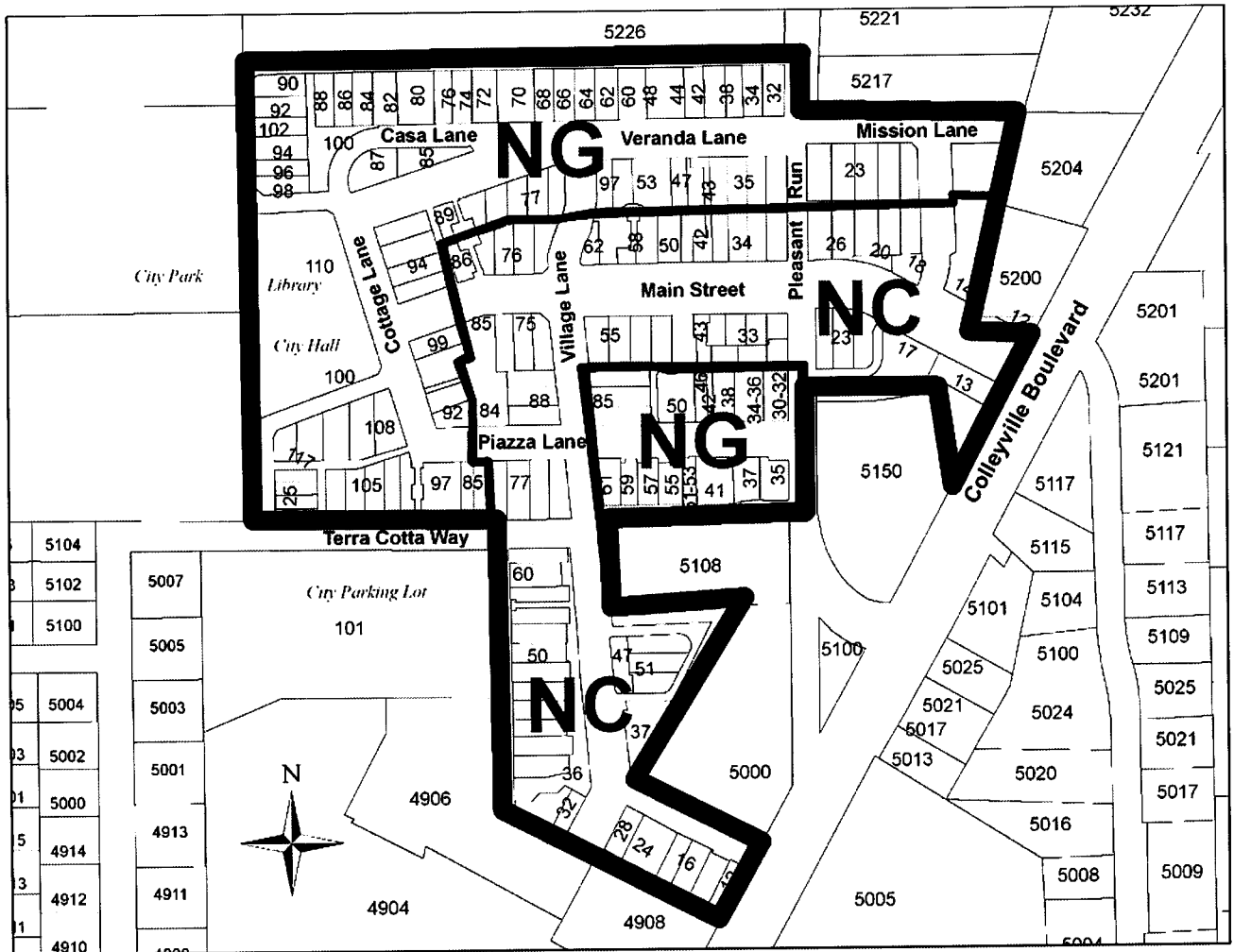
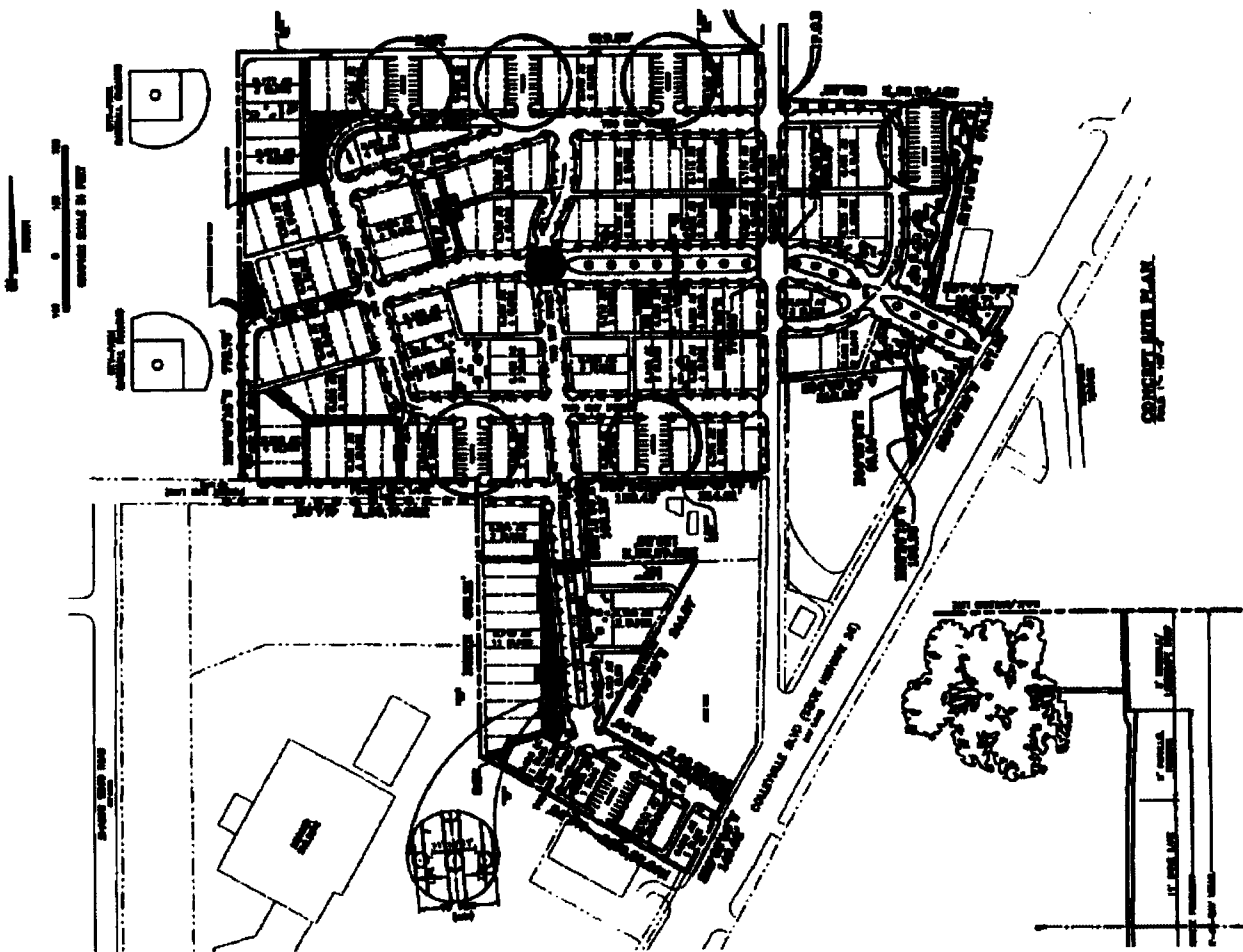


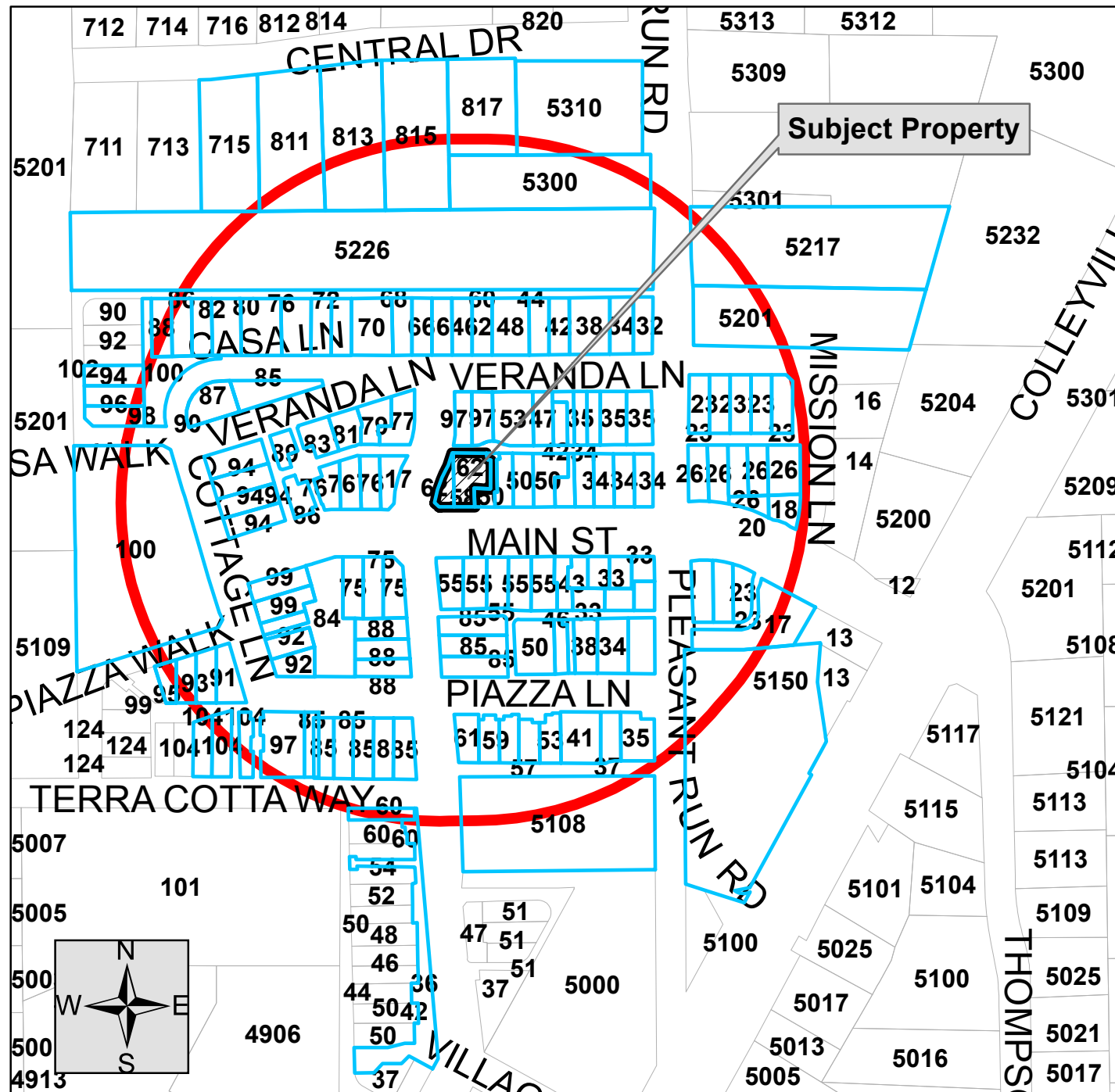
EXHIBIT "C"- Parking and Open Space Areas



Notification Map

Case ZC16-001

62 Main Street



Legend

 Subject property

 Properties within 500 feet

Parcels



Notification List

Owner Name	Owner Address	Owner City, State	Owner Zip	Situs Address
TAP REALTY LLC	600 E LAS COLINAS BLVD	DALLAS, TX	75254	23 MISSION LN
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	58 MAIN ST
LAKE, WILLIAM D	6814 TULIP LN	DALLAS, TX	75230	53 PIAZZA LN # 110
MATYAS, YIRI	22 FULLER WISER RD # 5202	EULESS, TX	76039	55 MAIN ST
YOUNG, MARK W	4951 BRIDLE BIT RD	FLOWER MOUND, TX	75022	88 CASA LN # 411
BURDETTE, MARK L	64 VERANDA LN	COLLEYVILLE, TX	76034	64 VERANDA LN # 412
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	50 MAIN ST
LIMBERG, PATRICIA	37 PIAZZA LN	COLLEYVILLE, TX	76034	37 PIAZZA LN
SOUTH QUORUM ACQUISITIONS LLC	14801 QUORUM DR STE 160	DALLAS, TX	75254	93 COTTAGE LN
GROFFMAN, STEVEN	815 CENTRAL DR	COLLEYVILLE, TX	76034	815 CENTRAL DR
COLLEYVILLE REALTY HOLDINGS	92 PIAZZA LN STE 100	COLLEYVILLE, TX	76034	92 PIAZZA LN
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	97 PIAZZA LN
WINCHESTER, NATALIE	2121 MORNING GLORY AVE	FORT WORTH, TX	76111	32 VERANDA LN # 111
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	43 VERANDA LN
VILLAGE MANAGEMENT LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	99 MAIN ST # 29
POWELL, MICKEY	82 CASA LN	COLLEYVILLE, TX	76034	82 CASA LN # 110
BOES, MARK	34 VERNADA LN # 210	COLLEYVILLE, TX	76034	34 VERANDA LN # 210
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	94 MAIN ST
CHATEAU GIOIELLI CUSTOM HOMES	75 MAIN ST STE 100	COLLEYVILLE, TX	76034	88 VILLAGE LN # 28 610
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	34 MAIN ST
VILLAGE JV LLC	610 DEFOREST CT	COPPELL, TX	75019	76 MAIN ST
SC COLLEYVILLE-60 VILLAGE LANE	505 PECAN ST STE 101	FORT WORTH, TX	76102	60 VILLAGE LN # 112
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	42 PIAZZA LN
VILLAGE JV LLC	610 DEFOREST CT	COPPELL, TX	75019	76 MAIN ST
LEWIS, BLAIR	7500 BRENTWOOD CT	NORTH RICHLAND HILLS, TX	76182	98 CASA LN # 311
NEW, JOE	61 PIAZZA LN	COLLEYVILLE, TX	76034	61 PIAZZA LN # 511
CENTER FOR AESTHETIC SURGERY	75 MAIN ST STE 150	COLLEYVILLE, TX	76034	75 MAIN ST # 28 310
PARADIGM GROUP PRTNSHP II	830 SIMMONS CT	SOUTHLAKE, TX	76092	55 MAIN ST
SOUTH QUORUM ACQUISITIONS LLC	14801 QUORUM DR STE 160	DALLAS, TX	75254	91 COTTAGE LN
COLE, LARRY PETER	74 CASA LN	COLLEYVILLE, TX	76034	74 CASA LN # 211
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	80 CASA LN
BENTLEY, MARY I	42 VERANDA LN	COLLEYVILLE, TX	76034	42 VERANDA LN # 111
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	17 MAIN ST
HOROBEC, JOHN	626 CHURCH ST	GRAPEVINE, TX	76051	5300 PLEASANT RUN RD
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	94 MAIN ST
VOLLMER, JAMES A	81 VERANDA LN UNIT 310	COLLEYVILLE, TX	76034	81 VERANDA LN
TAP REALTY LLC	600 E LAS COLINAS BLVD	DALLAS, TX	75254	23 MISSION LN
QUAKE ENTERPRISES LLC	85 VILLAGE LN STE 150	COLLEYVILLE, TX	76034	85 VILLAGE LN
SOUTH QUORUM ACQUISITIONS LLC	14801 QUORUM DR STE 160	DALLAS, TX	75254	95 COTTAGE LN
MCNOSKY, ANTHONY T	5108 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5108 PLEASANT RUN RD
VILLAGE MANAGEMENT LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	35 VERANDA LN # 310
MORANI PROPERTIES LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75309	33 MAIN ST
TAP REALTY LLC	600 E LAS COLINAS BLVD	DALLAS, TX	75254	23 MISSION LN
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	50 MAIN ST
HENKELS, JUDITH H	40 HOLLY CT	NAPA, CA	94558	72 CASA LN # 112
WHITE, DENNIS	86 CASA LN	COLLEYVILLE, TX	76034	86 CASA LN # 310
CCI-COLLEYVILLE I LP	800 BRAZOS ST STE 600	AUSTIN, TX	78701	99 MAIN ST
BOBBY MOORE FAMILY LP	6113 COLLEYVILLE BLVD	COLLEYVILLE, TX	76034	46 PIAZZA LN # 36 110
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	94 MAIN ST
BOJKU, AFRIM	5309 COLLYVILLE BLVD	COLLEYVILLE, TX	76034	5150 COLLEYVILLE BLVD
GILLILAND, DOUGLAS H	9285 HUNTINGTON SQ # 100	NORTH RICHLAND HILLS, TX	76182	55 MAIN ST
TWENTY TEN INVESTMENTS CO LLC	14801 QUORUM DR STE 160	DALLAS, TX	75254	85 VERANDA LN # 111
BURDETTE, DONNA E	64 VERANDA LN	COLLEYVILLE, TX	76034	77 VERANDA LN
VILLAGE MANAGEMENT LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	47 VERANDA LN # 210
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	48 VERANDA LN
FRUSHER, DONALD	35 PIAZZA LN # 38110	COLLEYVILLE, TX	76034	35 PIAZZA LN # 38 111
ROBBINS, PHILIP MARK	212 PHEASANT RUN	HIGHLANDS, NC	28741	55 PIAZZA LN # 210
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	41 PIAZZA LN
ROGERS, J ANDREW	201 MAIN ST STE 2500	FORT WORTH, TX	76102	30 PIAZZA LN
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	86 MAIN ST
BARR, WILLIAM D	96 CASA LN APT 210	COLLEYVILLE, TX	76034	96 CASA LN # 210
MILLER, THOMAS R	87 CASA LN	COLLEYVILLE, TX	76034	87 CASA LN # 210
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5201 PLEASANT RUN RD
BANKS, JAMES	715 CENTRAL DR	COLLEYVILLE, TX	76034	715 CENTRAL DR
BOWMAN, DAVID	77 VERANDA LN 210	COLLEYVILLE, TX	76034	79 VERANDA LN
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	23 MAIN ST
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	94 MAIN ST # 15
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	84 PIAZZA LN
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	34 MAIN ST

Notification List

TURNER, LORI	62 VERANDA LN	COLLEYVILLE, TX	76034	62 VERANDA LN # 312
TAP REALTY LLC	600 E LAS COLINAS BLVD	DALLAS, TX	75254	23 MISSION LN
HESLAND LLC	5850 COLLEYVILLE BLVD STE 110	COLLEYVILLE, TX	76034	26 MAIN ST
PIAZZA PARTNERS LLC	77 PIAZZA LN	COLLEYVILLE, TX	76034	85 PIAZZA LN
VILLAGE MANAGEMENT LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	17 MAIN ST
DUNAGAN, KETRINA	57 PIAZZA LN # 310	COLLEYVILLE, TX	76034	57 PIAZZA LN # 311
TAP REALTY LLC	600 E LAS COLINAS BLVD	DALLAS, TX	75254	23 MISSION LN
RILEY, WILLIAM	94 CASA LN	COLLEYVILLE, TX	76034	94 CASA LN # 112
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	38 VERANDA LN
NAYAR, AMBUJ	1959 LOGAN MANOR DR	RESTON, VA	20190	38 PIAZZA LN # 37 312
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	20 MAIN ST
HESLAND LLC	5850 COLLEYVILLE BLVD STE 110	COLLEYVILLE, TX	76034	26 MAIN ST
REDDEN, ROGER A	68 VERANDA LN # 610	COLLEYVILLE, TX	76034	68 VERANDA LN # 611
YOUNG, CATHERINE SUE EST	811 CENTRAL DR	COLLEYVILLE, TX	76034	811 CENTRAL DR
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	18 MAIN ST
BALIGA, THERESA RUSSELL	88 VILLAGE LN # 28412	COLLEYVILLE, TX	76034	88 VILLAGE LN # 28 412
HESLAND LLC	5850 COLLEYVILLE BLVD STE 110	COLLEYVILLE, TX	76034	26 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	53 VERANDA LN
HESLAND LLC	5850 COLLEYVILLE BLVD STE 110	COLLEYVILLE, TX	76034	26 MAIN ST
PAULSEN, PETER	8622 INDIAN KNOLL TR	KELLER, TX	76248	55 MAIN ST
ZELLA CAPITAL LLC	17355 VILLAGE GREEN DR	HOUSTON, TX	77040	62 MAIN STREET
ZELLA CAPITAL LLC	17355 VILLAGE GREEN DR	HOUSTON, TX	77040	62 MAIN STREET
D & V WALKER PROPERTIES LLC	5501 NORMANDY DR	COLLEYVILLE, TX	76034	5226 PLEASANT RUN RD
VILLAGE MANAGEMENT LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	35 VERANDA LN # 412
SOUTH QUORUM ACQUISITIONS LLC	14801 QUORUM DR STE 160	DALLAS, TX	75254	97 COTTAGE LN
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	34 MAIN ST
BROOKS, FRANCES B	55 MAIN ST STE 350	COLLEYVILLE, TX	76034	55 MAIN ST
SOUTH QUORUM ACQUISITIONS LLC	14801 QUORUM DR STE 160	DALLAS, TX	75254	95 COTTAGE LN
HOROBEC, JOHN	626 S CHURCH ST	GRAPEVINE, TX	76051	5310 PLEASANT RUN RD
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	70 CASA LN
TRINITY COLLEVILLE RE LLC	88 VILLAGE LN STE 150	COLLEYVILLE, TX	76034	88 VILLAGE LN # 28 510
VILLAGE JV LLC	610 DEFOREST CT	COPPELL, TX	75019	76 MAIN ST
HOLTSHOUSER, JOSEPH L	84 CASA LN	COLLEYVILLE, TX	76034	84 CASA LN # 210
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	23 MAIN ST
G & B COLLEYVILLE LLC	75 MAIN ST STE 100	COLLEYVILLE, TX	76034	75 MAIN ST # 28 110
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	36 VILLAGE LN
TWENTY TEN INVESTMENTS CO LLC	14801 QUORUM DR STE 160	DALLAS, TX	75254	89 VERANDA LN # 110
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5217 PLEASANT RUN RD
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	42 MAIN ST
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	50 MAIN ST
BELL, WILLIAM M	5900 E LANCASTER AVE	FORT WORTH, TX	76112	60 VERANDA LN # 211
MILLER FAMILY REVOC TRUST	87 CASA LN	COLLEYVILLE, TX	76034	90 VERANDA LN # 212
PREWITT LEASING INC	97 VILLAGE LN STE 300	COLLEYVILLE, TX	76034	97 VILLAGE LN # 212
GBC CAPITAL LLC	PO BOX 121	COLLEYVILLE, TX	76034	44 VERANDA LN
PITTS, REX A	66 VERANDA LN	COLLEYVILLE, TX	76034	66 VERANDA LN # 510
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	23 MAIN ST
GLANCY, WILLIAM	4012 GATEWAY DR STE 100	COLLEYVILLE, TX	76034	83 VERANDA LN
ALLENBY, JANET D	76 CASA LN 310	COLLEYVILLE, TX	76034	76 CASA LN # 312
VILLAGE MANAGEMENT LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	47 VERANDA LN # 110
THOMAS MONROE PROPERTIES LLC	825 REGINA CT	COLLEYVILLE, TX	76034	59 PIAZZA LN # 411
TCN INVESTMENTS III LLC	1861 BROWN BLVD # 744	ARLINGTON, TX	76006	35 VERANDA LN # 210
CHALLINOR, PETER	107 SUMMIT COVE	TROPHY CLUB, TX	76262	85 VILLAGE LN # 100
RCP VILLAGE FIRST LIEN LTD	8333 DOUGLAS AVE STE 300	DALLAS, TX	75225	34 MAIN ST
ATWOOD, STEVE	34 PIAZZA LN # 37	COLLEYVILLE, TX	76034	34 PIAZZA LN # 37
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	100 CASA LN
CCI-COLLEYVILLE I LP	800 BRAZOS ST STE 600	AUSTIN, TX	78701	99 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	50 PIAZZA LN
GABLE, MICHAEL	813 CENTRAL DR	COLLEYVILLE, TX	76034	813 CENTRAL DR
DUNHAM, KELLEN C	33 MAIN ST STE 200	COLLEYVILLE, TX	76034	33 MAIN ST
SOUTH QUORUM ACQUISITIONS LLC	901 MAIN ST STE 3900	DALLAS, TX	75202	104 TERRA COTTA WAY
HESLAND LLC	5850 COLLEYVILLE BLVD STE 110	COLLEYVILLE, TX	76034	26 MAIN ST
COLLEYVILLE, CITY OF	100 MAIN ST	COLLEYVILLE, TX	76034	100 MAIN ST
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	43 MAIN ST
FIGUEROA FAMILY REVOCABLE TRUS	817 CENTRAL DR	COLLEYVILLE, TX	76034	817 CENTRAL DR
SOUTH QUORUM ACQUISITIONS LLC	104 TERRA COTTA WAY	COLLEYVILLE, TX	76034	104 TERRA COTTA WAY
SOUTH QUORUM ACQUISITIONS LLC	104 TERRA COTTA WAY	COLLEYVILLE, TX	76034	104 TERRA COTTA WAY
PIAZZA PARTNERS LLC	85 PIAZZA LN	COLLEYVILLE, TX	76034	85 PIAZZA LN
PIAZZA PARTNERS LLC	85 PIAZZA LN	COLLEYVILLE, TX	76034	85 PIAZZA LN
PIAZZA PARTNERS LLC	85 PIAZZA LN	COLLEYVILLE, TX	76034	85 PIAZZA LN
PIAZZA PARTNERS LLC	85 PIAZZA LN	COLLEYVILLE, TX	76034	85 PIAZZA LN

Notification List

PIAZZA PARTNERS LLC	85 PIAZZA LN	COLLEYVILLE, TX	76034	85 PIAZZA LN
TCN INVESTMENTS III LLC	1861 BROWN BLVD # 744	ARLINGTON, TX	76006	35 VERANDA LN # 112
REALTY CAPITAL VILLAGE	85 VILLAGE LN	COLLEYVILLE, TX	76034	85 VILLAGE LN
COLLEYVILLE REALTY HOLDINGS	92 PIAZZA LN	COLLEYVILLE, TX	76034	92 PIAZZA LN
G & B COLLEYVILLE LLC	75 MAIN ST STE 100	COLLEYVILLE, TX	76034	75 MAIN ST # 28 211
JACK PREWITT & ASSOCIATES INC	97 VILLAGE LN	COLLEYVILLE, TX	76034	97 VILLAGE LN
D & M PERRY ENTERPRISES INC	2128 PORTWOOD WAY	FORT WORTH, TX	76179	33 MAIN ST # 100
FABIO RITA K B	33 MAIN ST	COLLEYVILLE, TX	76034	33 MAIN ST
PORTER KEITH	33 MAIN ST	COLLEYVILLE, TX	76034	33 MAIN ST
MORANI PROPERTIES	33 MAIN ST	COLLEYVILLE, TX	76034	33 MAIN ST
MORANI PROPERTIES LTD	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75309	33 MAIN ST
GRAPEVINE-COLLEYVILLE ISD	3051 IRA E WOODS AVENUE	GRAPEVINE, TX	76051	STATE LAW REQUIRED
AMY HARRIS HOPKER	62 MAIN STREET, #200-250	COLLEYVILLE, TX	76034	APPLICANT

Public hearing notices were mailed
Thursday, January 28, 2016 by Taci
Wrisley

ORDINANCE O-16-1975

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP BY CHANGING THE ZONING ON LOT 23, OF THE VILLAGE AT COLLEYVILLE ADDITION, LOCATED AT 62 MAIN STREET, BY AUTHORIZING A SPECIAL USE PERMIT FOR THE SALE OF ALCOHOLIC BEVERAGES FOR ON-PREMISES CONSUMPTION; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for on-premises consumption of alcohol under Case No. ZC16-001; and

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

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

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

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

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

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on Lot 23, of the Village at Colleyville Addition, located at 62 Main Street, as depicted on Exhibit "A," by authorizing a Special Use Permit for the sale of alcoholic beverages for on-premises consumption.
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. The Special Use Permit shall apply to the sale of alcoholic beverages for on-premises consumption in conjunction with a restaurant use.
- b. The name of the business authorized for the sale of alcoholic beverages for on-premises consumption by this Special Use Permit shall be called "Sonsie House Kitchen."
- c. The Special Use Permit shall automatically expire upon the abandonment of the business, change in the use, a change in ownership or upon the expiration or termination of the Certificate of Occupancy.
- d. All requirements of the Land Development Code shall be met,

except where amended herein.

2. HOURS OF OPERATION

a. The hours of operation shall not exceed the following schedule:

Tuesday - Saturday: 11:00 a.m. – 3:00 p.m.
5:00 p.m. – 9:00 p.m.
Sunday: 10:00 a.m. – 3:00 p.m.

Sec. 5. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.

Sec. 6. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 16th day of February 2016.

The second reading and public hearing being conducted on the 1st day of March 2016.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the _____ day of _____ 2016.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelly, TRMC
City Secretary

David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

Exhibit "A" – Location Map





City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 02/16/2016

Number Resolution R-16-3962

Type Resolution

Department City Secretary

Title

Calling a General Election for the purpose of electing a Mayor and City Councilmembers to Place 1 and Place 2

Strategy Map Connection

B3- Utilize partnerships to implement cost-effective service solutions

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

This item provides for the election order calling a General Election for May 7, 2016, for the purpose of electing a Mayor and City Councilmembers to Place 1 and Place 2.

The City contracts with Tarrant County Elections Administration for election services, which provides for citizens to vote at any early voting location in Tarrant County. On election day, voters must vote in their precinct.

The attached proposed Resolution R-16-3962 provides the dates, times, and locations for voting on election day and during early voting, and information for City Council candidates regarding filing dates and times.

Financial Impact

Funding is available in the Office of the City Secretary's budget, line item 001-14-10-6215.

Recommendation

Approve

Attachments

1. Resolution R-16-3962

RESOLUTION R-16-3962

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, CALLING A GENERAL ELECTION FOR MAY 7, 2016, FOR THE PURPOSE OF ELECTING A MAYOR AND CITY COUNCILMEMBERS, PLACE 1 AND PLACE 2 AND AUTHORIZING A JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES WITH TARRANT COUNTY ELECTIONS ADMINISTRATION

WHEREAS, the City of Colleyville, Texas, desires to conduct a General Election as set forth by the City of Colleyville Charter and Texas Election Code, Section 41.001, to be held on Saturday, May 7, 2016, at which time the voters will elect a Mayor and City Councilmembers to Place 1 and Place 2, including the conduct of early voting; and

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

NOW, THEREFORE, BE IT RESOLVED 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 a General Election is hereby called to elect a Mayor and City Councilmembers to Place 1 and Place 2, to serve until their successors are duly elected and qualified. Such election shall be held at Bransford Elementary School, 601 Glade Road, Colleyville, Texas, on Saturday, May 7, 2016, from 7:00 a.m. to 7:00 p.m.
- Sec. 3. THAT if a Run-Off Election is necessary, it shall be held in compliance with the Texas Election Code and requirements of the City of Colleyville Charter.
- Sec. 4. THAT qualified persons for City Council may file as candidates by filing applications in the Office of the City Secretary, 100 Main Street, Colleyville, Texas, Wednesday, January 20, 2016 through Friday, February 19, 2016, Monday through Friday, from 8:00 a.m. to 5:00 p.m.

- Sec. 5. THAT Frank Phillips, Tarrant County Elections Administrator, or his successor, 2700 Premier Street, Fort Worth, Texas 76111, is hereby appointed as Early Voting Clerk and may appoint additional deputy early voting clerks, as necessary, to properly conduct the election. Applications for ballot by mail must be received by mail no later than the close of business on Tuesday, April 26, 2016 (Mailing address: Tarrant County Elections, Attention: Frank Phillips, Early Voting Clerk, or his successor, P.O. Box 961011, Fort Worth, Texas, 76161-0011).
- Sec. 6. THAT Early Voting shall be conducted at Tarrant County's Main Early Voting location: Tarrant County Elections Center, 2700 Premier Street, Fort Worth, Texas 76111; Colleyville City Hall, 100 Main Street, Training Room, second floor, and branch offices for early voting by personal appearance shall also be established as outlined in the Election Agreement with Tarrant County Elections Administration.
- Sec. 7. THAT early voting shall begin on Monday, April 25, 2016, and shall end Tuesday, May 3, 2016, and the dates and times shall be as set forth below:
- | | | |
|---------------------|------------------|------------------------|
| April 25 – April 29 | Monday – Friday | 8:00 a.m. - 5:00 p.m. |
| April 30 | Saturday | 7:00 a.m. - 7:00 p.m. |
| May 1 | Sunday | 11:00 a.m. - 4:00 p.m. |
| May 2 – 3 | Monday – Tuesday | 7:00 a.m. - 7:00 p.m. |
- Sec. 8. THAT Tarrant County's voting equipment shall be employed for the regular municipal election, including early voting, herein ordered in compliance with the provisions of Chapter 121 of the Texas Election Code, as amended.
- Sec. 9. THAT Tarrant County Elections Administration will assume the responsibility for the Election Officers and the Early Voting Ballot Board in accordance with the provisions of an Election Agreement for the conduct of the election on the aforesaid election date and the Mayor shall execute such Election Agreement on behalf of the City.

Sec. 10. THAT the Election shall be conducted according to the election laws of the State of Texas and requirements of the Charter of the City of Colleyville.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS, THIS THE 16TH DAY OF FEBRUARY 2016.

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 02/16/2016

Number Resolution R-16-3963

Type Resolution

Department City Secretary

Title

Consideration of an appointment to the Architectural Review Commission

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

The Architectural Review Commission (ARC), is comprised of seven members and meets as needed. The Commission did not meet in 2015. The City Council established ARC to engage the Colleyville community in the City's economic development efforts.

The Commission serves in an advisory role to the City Council and provides recommendations on matching grant applications, recommendations related to issues such as the quality and effectiveness of Colleyville's Commercial Design Standards, and the possibility of an Overlay District within the core of the Colleyville Boulevard corridor.

At the December 15, 2015 meeting, City Council made appointments to the ARC and directed staff to advertise for the vacant position with a term expiring December 2016. The position was advertised through February 1, 2016.

Two applications for appointment were received and are attached:

- Adrian Esquivel
- Brian Margetts

This resolution provides for City Council to consider an appointment to the Architectural Review Commission.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Architectural Review Commission roster
2. Architectural Review Commission Applications for Appointment
3. Resolution R-16-3963

ARCHITECTURAL REVIEW COMMISSION

Jeffrey Ground

4108 Dundee Court
Colleyville, TX 76034
W: (817) 320-5330
H: (817) 354-5640
jg@aggienetwork.com
TERM: Dec 2015 - Dec 2017

John Hines

4806 Cranbrook Drive East
Colleyville, TX 76034
W: (214) 601-2013
H: (817) 571-2775
husker.1power@yahoo.com
TERM: Dec 2015 - Dec 2017

Jim Makens

3231 Harwood
Bedford, TX 76021
W: (214) 957-8284
jm@makens.com
TERM: Dec 2014 - Dec 2016

Christina Keilson Talley

200 Capriole Court
Colleyville, TX 76034
H: (214) 679-7109
chrisktalley@gmail.com
TERM: Dec 2014 - Dec 2016

Gerald Ward

4301 Briar Ridge Drive
Colleyville, TX 76034
W: (817) 281-5600
H: (817) 522-8752
wardarchitecture@sbcglobal.net
TERM: Dec 2015 - Dec 2017

VACANT

TERM: Dec 2014 - Dec 2016

Curtis W. Young

8003 Jefferson Circle
Colleyville, TX 76034
W: (817) 424-2626
H: (817) 498-2011
cyoung@sage-dfw.com
TERM: Dec 2014 - Dec 2016



Application for Appointment for City Council Boards, Commissions, and Committees

Planning and Zoning Commission and Zoning Board of Adjustment applicants are required to file Financial Disclosure and Business Conflict of Interest forms two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130, or download the Financial Disclosure form here.

Board, Commission, or Committee: (only those with current openings)

1. Colleyville Center Advisory Committee

If you are willing to be considered for another board, commission, or committee, please list below.

2. Architectural Review Commission

3. Library Board

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Adrian Esquivel

Address: 304 Oak Valley Dr

Home phone: 817-905-2356

Work phone:

E-mail Address: adresquivel11@gmail.com

☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.

☒ I understand attendance and active support is required for each appointee.

☒ I understand I will be required to comply with the Texas Open Meetings Act training.

☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

No prior experience serving on city boards or commissions. I have experience serving on boards related to youth sports organizations. My service on those boards were as a member and facilitator supporting a set age group. I am in the process of joining the Colleyville Middle School Booster Club as a board member and have plans to continue this membership to Grapevine High School. I am extremely interested in being involved more with the Colleyville community and hope that I can one day join the City Counsel. Thank you in advance for this consideration.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature: *Adrian Esquivel*

Date: 1/20/16

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034

Application for Appointment For City Council appointed Boards, Commissions, and Committees

Planning and Zoning Commission and Zoning Board of Adjustment applicants are required to file Financial Disclosure and Business Conflict of Interest forms two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130 or [download the Financial Disclosure form here](#).

Board, Commission, or Committee: (only those with current openings)

Please write-in your preference of (up to three) board(s), commission(s), or committee(s), for which you would like to be considered.

1. Architectural Review Committee
2. _____
3. _____

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Brian Margetts

Address: 7105 Vanguard Court Colleyville TX 76034

Home Phone: 865-201-0320 Work Phone: _____

- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.
- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.

E-mail Address: texasgecko@me.com Fax: 6368216440

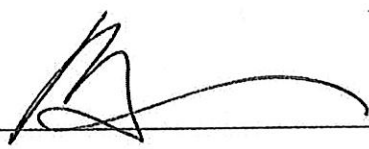
Knowledge, experience, or education applicable to Board, Commission, or Committee function:

Operated wholly owned businesses over the last 25 years that catered to the high-end architectural and design community. Owner's representative on residential and commercial projects. Extensive experience and association with Architects, General Contractors and multiple trade and creative disciplines. General interest in volunteering and contributing to our community in a capacity for which I feel that I would be a valued asset. Semi-retired.

City service and experience, civic organizations, interest: ☐ Additional materials attached.

Boys and Girls Club, IDS Society, YMCA, ASID, Emerald Youth Foundation

Had lunch with actual Architects nearly every day for 25 years (education by osmosis)

Signature:  Date: 26 JAN 2016 

Once positions have been filled, you must reapply for future openings.
All information provided is public pursuant to the Texas Public Information Act.

Please return completed application to:
City Secretary, 100 Main Street, Colleyville, TX 76034, Office: 817.503.1130 Fax: 817.503.1139
cloven@colleyville.com or ashelley@colleyville.com

February 2, 2015

Amy Shelley
City of Colleyville
Office of the City Secretary
100 Main Street
Colleyville, Texas 76034

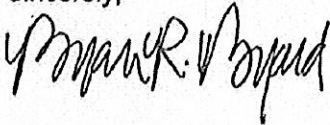
Ms. Shelley,

It is with great pleasure that I write to you today to recommend Brian J. Margetts for a volunteer position on the Colleyville Architectural Review Commission.

I have known Brian, personally and professionally, for more than 20 years. We have worked together on multiple residential and commercial projects in both design and construction phases. He possesses a multifaceted skill set, extensive experience and a keen eye for aesthetic that have been valuable assets to both his business and our joint venture commissions. His articulate knowledge and understanding of architectural principles as well as our shared interest in design craftsmanship are the basis of a 20-year friendship that has resulted in my utmost respect for his opinions and views.

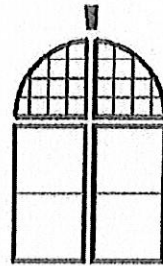
Brian is very well spoken and has a 'big-picture' view that seems well suited for the position. I believe you would find him as much an asset as I have and that he has much to offer the Commission.

Sincerely,



Bryan R. Byard

GRIEVE ASSOCIATES ARCHITECTS
8 Emory Place
Knoxville TN 37917
Office: 865 637 0382



GRIEVE

ASSOCIATES

ARCHITECTS

L. Duane Grieve, FAIA
Principal

Bryan R. Byard
Architect

8 EMORY PLACE
KNOXVILLE, TENNESSEE 37917
(865) 637-0382
Fax: (865) 637-2046

RESOLUTION R-16-3963

**A RESOLUTION APPOINTING A MEMBER TO THE
ARCHITECTURAL REVIEW COMMISSION**

WHEREAS, one (1) position on the Architectural Review Commission is vacant with a term expiring December 2016.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following person to the Architectural Review Commission with a term expiring December 2016:

•

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 16TH DAY OF FEBRUARY 2016.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7c

Agenda Date 02/16/2016

Number Resolution R-16-3964

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Colleyville Center Advisory Committee

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

There are eight at-large members, and six members representing Colleyville civic organizations on the Colleyville Center Advisory Committee (CCAC). The CCAC meets quarterly and is responsible for making recommendations to City Council regarding fee structures, policies, and development of long-range plans for the Center's use and marketing.

At the December 15, 2015 meeting, City Council made appointments to the CCAC and directed staff to advertise for the vacant at-large position with a term expiring December 2017, and secure a representative recommendation from the Colleyville Rotary Club. The position was advertised through February 1, 2016.

Applications for appointment for the at-large position were received and are attached:

- Bhanu Chowdary
- Adrian Esquivel
- Richard Vallario

The Colleyville Rotary Club requests City Council appoint President Mike Bolton, to represent the club.

On February 9, staff was advised Lisa Branscum, representing the National Charity League has resigned with a term expiring December 2016. The National Charity League requests Tracy Cutrona be appointed to fill the unexpired term to December 2016.

Staff spoke with Mike Bolton and Tracy Cutrona regarding an appointment and both agreed to serve.

On February 1, staff was advised Fonda Martin, representing the Arts Council NE, resigned as she no longer resides in Colleyville. Arts Council President Mrs. Lee Koch

has advised there are no Arts Council Board members residing in Colleyville and noted as the Arts Council serves 16 area cities and seven school districts, it may be time to consider affording another local organization to participate on the CCAC. Should City Council wish to review the membership and bylaws of the CCAC, staff will prepare a recommendation to be placed on a future agenda.

This resolution provides for City Council to consider appointments to the Colleyville Center Advisory Committee.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Colleyville Center Advisory Committee roster
2. Colleyville Center Advisory Committee Applications for Appointment
3. Resolution R-16-3964

COLLEYVILLE CENTER ADVISORY COMMITTEE

At-Large

Earlene Garvey

4508 Cresthaven Drive

Colleyville, TX 76034

W: (817) 271-3257

H: (817) 271-3257

Earlene.Garvey@gmail.com

TERM: Dec 2015 - Dec 2017

At-Large

Judith Goodwin

4001 Allendale Street

Colleyville, TX 76034

H: (817) 267-8702

dongoodwin@verizon.net

TERM: Dec 2015 - Dec 2017

At-Large

Mark Johnson

4804 Mill Brook Drive

Colleyville, TX 76034

H: (817) 909-0778

markjohnson49@mac.com

TERM: Dec 2015 - Dec 2017

At-Large

Louis C. Miller

7802 Tillman Hill Court

Colleyville, TX 76034

W: (817) 994-6180

millerlouis@sbcglobal.net

TERM: Dec 2014 - Dec 2016

At-Large

Fred Mills

5400 Linden Court

Colleyville, TX 76034

H: (817) 545-6862

saxmills@verizon.net

TERM: Dec 2015 - Dec 2017

At-Large

Amy Redfearn

7300 Chanel Court

Colleyville, TX 76034

W: (972) 896-3796

H: (817) 577-1009

amyredfearn@verizon.net

TERM: Dec 2014 - Dec 2016

At-large

Paul Vigiletti

604 Summertree Court

Colleyville, TX 76034

W: (817) 689-4475

H: (817) 485-7417

paubervig@att.net

TERM: Dec 2014 - Dec 2016

At-Large

Vacant

TERM: Dec 2015 - Dec 2017

Arts Council NE

Vacant

TERM: Dec 2015 - Dec 2017

Colleyville Garden Club

Julie George

5908 Quality Hill Road

Colleyville, TX 76034

W: (214) 202-4671

H: (817) 577-2627

juliefgeorge@sbcglobal.net

TERM: Dec 2014 - Dec 2016

Colleyville Lions Club

Tom Westerman

308 Oak Valley

Colleyville, TX 76034

W: (817) 300-0881

H: (817) 485-0911

twesterman1@att.net

TERM: Dec 2014 - Dec 2016

National Charity League

Lisa Branscum

7902 Jefferson Circle

Colleyville, TX 76034

W: (817) 269-5850

H: (817) 581-1166

branclanfive@sbcglobal.com

TERM: Dec 2014 - Dec 2016

Colleyville Rotary Club

Vacant

TERM: Dec 2015 - Dec 2017

Colleyville Woman's Club

Darla Dennison

100 Franklin Court

Colleyville, TX 76034

H: (817) 770-8805

TERM: Dec 2015 - Dec 2017



Application for Appointment for City Council Boards, Commissions, and Committees

Planning and Zoning Commission and Zoning Board of Adjustment applicants are required to file Financial Disclosure and Business Conflict of Interest forms two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130, or download the Financial Disclosure form here.

Board, Commission, or Committee: (only those with current openings)

1. Colleyville Center Advisory Committee

If you are willing to be considered for another board, commission, or committee, please list below.

2. Library Board
3. Zoning Board of Adjustment

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Bhanu Chowdary

Address: 5004 Strathmore Terr Colleyville, TX 76034

Home phone: 817 283 1517

Work phone: 918 605 8216

E-mail Address: em.bhanu@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

My background is Information Technology professional with Electrical Engineering as bachelors and have an MBA in Information Systems. Served in many committees in service and also in religious organizations. Experience and Cultural back ground will benefit Colleyville center advisory committee as diversity within Colleyville is growing.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature:

Date: 01/25/2016

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034



Application for Appointment for City Council Boards, Commissions, and Committees

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Board, Commission, or Committee: (only those with current openings)

1. Colleyville Center Advisory Committee

If you are willing to be considered for another board, commission, or committee, please list below.

2. Architectural Review Commission

3. Library Board

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Adrian Esquivel

Address: 304 Oak Valley Dr

Home phone: 817-905-2356

Work phone:

E-mail Address: adresquivel11@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

No prior experience serving on city boards or commissions. I have experience serving on boards related to youth sports organizations. My service on those boards were as a member and facilitator supporting a set age group. I am in the process of joining the Colleyville Middle School Booster Club as a board member and have plans to continue this membership to Grapevine High School. I am extremely interested in being involved more with the Colleyville community and hope that I can one day join the City Counsel. Thank you in advance for this consideration.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature: *Adrian Esquivel*

Date: 1/20/16

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034



Application for Appointment for City Council Boards, Commissions, and Committees

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Board, Commission, or Committee: (only those with current openings)

1. Zoning Board of Adjustment

If you are willing to be considered for another board, commission, or committee, please list below.

2. Colleyville Center Advisory Committee

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Richard A. Vallario

Address: 201 Mill Wood Ct, Colleyville, Tx, 76034

Home phone: 817-605-8008

Work phone: 817-988-4063

E-mail Address: ricsharval@aol.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

BS in economics, MA in Management, 27 years leadership experience in the Military, 17 years executive experience at Lockheed Martin.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature: *Richard A Vallario*

Date: 1/27/16

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034

RESOLUTION R-16-3964

**A RESOLUTION APPOINTING MEMBERS TO THE COLLEYVILLE
CENTER ADVISORY COMMITTEE**

WHEREAS, the Colleyville Center Advisory Committee has three (3) vacant positions whose terms expire December 2017; and

WHEREAS, one (1) position is at-large and two (2) positions represent the Arts Council NE and Colleyville Rotary Club.

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

Sec. 1. THAT the following persons are hereby appointed to the Colleyville Center Advisory Committee with a term expiring December 2017:

- At-Large
- Colleyville Rotary Club
- Arts Council NE

Sec. 2. THAT the following person is hereby appointed to the Colleyville Center Advisory Committee to fill an unexpired term to December 2016:

- Tracy Cutrona National Charity League

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON
THIS THE 16TH DAY OF FEBRUARY 2016.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7d

Agenda Date 02/16/2016

Number Resolution R-16-3965

Type Resolution

Department City Secretary

Title

Consideration of an appointment to the Library Board

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

At the December 15, 2015 meeting, in accordance with the attached excerpt from the Library Board Bylaws City Council appointed Alternate 1 to fill the Place 7 position which was resigned in October 2015, and appointed Alternate 2 to fill the Alternate 1 position. This left the Alternate 2 position with a term expiring September 2017 to be vacant and staff was directed to advertise the position.

The position was advertised through February 1, 2016. Three applications for appointment were received and are attached:

- Bhanu Chowdary
- Adrian Esquivel
- Shanthi Kannan

This resolution provides for City Council to consider an appointment to the Library Board.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Library Board roster
2. Excerpt from Library Board Bylaws
3. Library Board Applications for Appointment
4. Resolution R-16-3965

LIBRARY BOARD

PLACE 1

Kay Newton

6002 Meadowhill Drive

Colleyville, TX 76034

H: (817) 421-0139

gksafig@aol.com

TERM: Sep 2015 - Sep 2017

PLACE 2

Victoria Kennedy-Ziegler

5105 Camelot Drive

Colleyville, TX 76034

W: (972) 571-3719

H: (817) 540-1191

drvkenedy@tx.rr.com

TERM: Sep 2014 - Sep 2016

PLACE 3

Nancy Andrews

508 Colleyville Terrace

Colleyville, TX 76034

W: (817) 917-1940

H: (817) 281-5559

nancya@sbcglobal.net

TERM: Sep 2015 – Sep 2017

PLACE 4

Molly Skinner

309 Chestnut Bend

Colleyville, TX 76034

W: (214) 536-7219

H: (817) 485-7354

mollyskinn@aol.com

TERM: Sep 2014 - Sep 2016

PLACE 5

Billie Tuttle

202 Madison Square

Colleyville, TX 76034

W: (817) 991-1170

H: (817) 581-4188

tuttlebob@sbcglobal.net

TERM: Sep 2015 - Sep 2017

PLACE 6

Vernon Noronha

200 Old Grove Road

Colleyville, TX 76034

W: (214) 840-4255

H: (817) 576-2050

vernon.noronha@gmail.com

ERM: Sep 2014 - Sep 2016

PLACE 7

Seanna Billinger

1616 Devon Drive

Colleyville, TX 76034

H: (361) 728-6309

seannabillinger@yahoo.com

TERM: Sep 2014 - Sep 2016

ALTERNATE 1

Joan Roberts

5105 Overhill Drive

Colleyville, TX 76034

H: (817) 571-5721

Joan-r@att.net

TERM: Sep 2015 - Sep 2017

ALTERNATE 2

VACANT

TERM: Sep 2015 - Sep 2017

EX-OFFICIO

Cecilia Monacelli

2504 Meandering Court

Colleyville, TX 76034

H: (817) 571-6210

cecilia@monacelli.net

TERM: Sep 2015 - Sep 2016

EX-OFFICIO

Nancy Tuuling

5101 Indian Trail Court

Colleyville, TX 76034

H: (817) 488-8479

ntuuling@verizon.net

TERM: Sep 2015 – Sep 2016

Excerpt of Library Board Bylaws

COLLEYVILLE LIBRARY BOARD BYLAWS

ARTICLE I – Identification and Purpose

The Colleyville Library Board was established by the City Council of Colleyville, Texas, by Ordinance O-04-1466 on June 15, 2004. The purpose of the Colleyville Library Board is to act as an advisory board to the City Council relating to all nature of library facility planning and programming.

ARTICLE II – Membership

- 2.1 The Colleyville Library Board shall consist of seven (7) members, who shall be appointed by the City Council for a two (2) year term; provided three (3) members shall be appointed each odd-numbered year and four (4) members must be appointed each even-numbered year. Places on the Board shall be numbered one (1) through seven (7). The Board shall also consist of two (2) alternates serving two-year terms. Alternates shall be numbered Alternate 1 and Alternate 2.
- 2.2 Members shall serve without compensation and until their successors are appointed.
- 2.3 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 2.4 In the event of a vacancy on the Colleyville Library Board, Alternate 1 shall fill the unexpired term and Alternate 2 shall be appointed to serve as Alternate 1. In the event of more than one vacancy on the Board, Alternate 1 and Alternate 2 shall fill the unexpired terms. Applications shall be accepted through the City Secretary's office for the Alternate position(s) and filled by City Council appointment for the length of the unexpired term.
- 2.5 The City Council, if it deems it desirable, may appoint ex-officio members to the Board. Such ex-officio members shall be appointed on an annual basis and the term of office of such ex-officio members shall be one year from the date of appointment. Such ex-officio members shall have no voting authority. In consideration of appointment of ex-officio members to the Board, the President of the Friends of the Colleyville Public Library and the President of the Colleyville Public Library Foundation shall be appointed to serve as ex-officio members with concurrent terms of the Presidents of the Friends of the Colleyville Public Library and the Colleyville Public Library Foundation.



Application for Appointment for City Council Boards, Commissions, and Committees

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Board, Commission, or Committee: (only those with current openings)

1. Colleyville Center Advisory Committee

If you are willing to be considered for another board, commission, or committee, please list below.

2. Library Board

3. Zoning Board of Adjustment

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Bhanu Chowdary

Address: 5004 Strathmore Terr Colleyville, TX 76034

Home phone: 817 283 1517

Work phone: 918 605 8216

E-mail Address: em.bhanu@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

My background is Information Technology professional with Electrical Engineering as bachelors and have an MBA in Information Systems. Served in many committees in service and also in religious organizations. Experience and Cultural back ground will benefit Colleyville center advisory committee as diversity within Colleyville is growing.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature:

Date: 01/25/2016

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034



Application for Appointment for City Council Boards, Commissions, and Committees

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Board, Commission, or Committee: (only those with current openings)

1. Colleyville Center Advisory Committee

If you are willing to be considered for another board, commission, or committee, please list below.

2. Architectural Review Commission
3. Library Board

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Adrian Esquivel

Address: 304 Oak Valley Dr

Home phone: 817-905-2356

Work phone:

E-mail Address: adresquivel11@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

No prior experience serving on city boards or commissions. I have experience serving on boards related to youth sports organizations. My service on those boards were as a member and facilitator supporting a set age group. I am in the process of joining the Colleyville Middle School Booster Club as a board member and have plans to continue this membership to Grapevine High School. I am extremely interested in being involved more with the Colleyville community and hope that I can one day join the City Counsel. Thank you in advance for this consideration.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature: *Adrian Esquivel*

Date: 1/20/16

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034



Application for Appointment for City Council Boards, Commissions, and Committees

Planning and Zoning Commission and Zoning Board of Adjustment applicants are required to file Financial Disclosure and Business Conflict of Interest forms two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130, or download the [Financial Disclosure form here](#).

Board, Commission, or Committee: (only those with current openings)

1. Library Board

If you are willing to be considered for another board, commission, or committee, please list below.

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Shanthi Kannan

Address: 4401 Eaton Circle, Colleyville, TX 76034

Home phone: 817-868-6810

Work phone: 817-919-8167

E-mail Address: shanthi4401@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

My interest in this role is due to my appreciation of the services provided by the library and as a regular library member, seeing how the programs are encouraging youngsters to participate in them. I have been in Informational Technology with financial companies over the last 20+ years and am currently an IT Project Manager with JP Morgan Chase. With my background in accounting, finance and delivery of large initiatives, I hope my skills will be of help to the Board, in evaluating or implementing opportunities for the library to expand its reach into the community.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature: *Shanthi Kannan*

Date: 1/25/16

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139
Mail: City Secretary, 100 Main Street, Colleyville, TX 76034

RESOLUTION R-16-3965

**A RESOLUTION FILLING THE POSITION OF ALTERNATE 2 ON THE
LIBRARY BOARD**

WHEREAS, the Library Board Alternate 2 position is vacant with a term
expiring September 2017.

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

Sec. 1. THAT the following person is hereby appointed to the Library
Board Alternate 2 position with a term expiring September
2017:

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _____ AYES, _____ NAYS, AND _____ ABSTENTIONS
ON THIS THE 16TH DAY OF FEBRUARY 2016.

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 7e

Agenda Date 02/16/2016

Number Resolution R-16-3966

Type Resolution

Department City Secretary

Title

Consideration of an appointment to the Zoning Board of Adjustment

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

At the December 15, 2015 meeting, City Council appointed a Zoning Board of Adjustment Place 3 member and appointed Alternate 2 to fill the Alternate 1 position as both were resigned in December 2015. This left the Alternate 2 position with a term expiring September 2016 to be vacant and staff was directed to advertise the position.

The position was advertised through February 1, 2016. Two applications for appointment were received and are attached:

- Bhanu Chowdary
- Richard Vallario

This resolution provides for City Council to consider an appointment to the Zoning Board of Adjustment.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Zoning Board of Adjustment roster
2. Zoning Board of Adjustment Applications for Appointment
3. Resolution R-16-3966

ZONING BOARD OF ADJUSTMENT

PLACE 1

Judson Orlando

3009 Scarborough Lane W.

Colleyville, TX 76034

W: (214) 456-1929

H: (205) 470-6836

judd_orlando@hotmail.com

TERM: Sep 2014 - Sep 2016

PLACE 2

Jason Elms

801 Shelton

Colleyville, TX 76034

W: (214) 420-8494

H: (817) 808-7275

Jelms@pape-dawson.com

TERM: Sep 2014 - Sep 2016

PLACE 3 - VICE CHAIR

Wayne Maynard

3004 Edgewood Lane

Colleyville, TX 76034

W: (864) 238-3995

H: (817) 369-4290

southeastqualitycoins@gmail.com

TERM: Sep 2014 - Sep 2016

PLACE 4 - CHAIR

Dee McNosky

5108 Pleasant Run Road

Colleyville, TX 76034

H: (817) 320-4060

dtmcnosky@aol.com

TERM: Sep 2015 - Sep 2017

PLACE 5

Raymond Allee

5907 Highland Hills

Colleyville, TX 76034

H: (817) 329-0186

rayallee@aol.com

TERM: Sep 2015 - Sep 2017

ALTERNATE 1

Dee Kamerman

1521 Tennison Parkway

Colleyville, TX 76034

H: (817) 416-2277

deekamerman@hotmail.com

TERM: Sep 2014 - Sep 2016

ALTERNATE 2

Vacant

TERM: Sep 2014 - Sep 2016



Application for Appointment for City Council Boards, Commissions, and Committees

Planning and Zoning Commission and Zoning Board of Adjustment applicants are required to file Financial Disclosure and Business Conflict of Interest forms two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130, or download the Financial Disclosure form here.

Board, Commission, or Committee: (only those with current openings)

1. Colleyville Center Advisory Committee

If you are willing to be considered for another board, commission, or committee, please list below.

2. Library Board

3. Zoning Board of Adjustment

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Bhanu Chowdary

Address: 5004 Strathmore Terr Colleyville, TX 76034

Home phone: 817 283 1517

Work phone: 918 605 8216

E-mail Address: em.bhanu@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

My background is Information Technology professional with Electrical Engineering as bachelors and have an MBA in Information Systems. Served in many committees in service and also in religious organizations. Experience and Cultural back ground will benefit Colleyville center advisory committee as diversity within Colleyville is growing.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature:

Date: 01/25/2016

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034



Application for Appointment for City Council Boards, Commissions, and Committees

Planning and Zoning Commission and Zoning Board of Adjustment applicants are required to file Financial Disclosure and Business Conflict of Interest forms two (2) business days after the application deadline. These forms are available by contacting the City Secretary at 817.503.1130, or download the Financial Disclosure form here.

Board, Commission, or Committee: (only those with current openings)

1. Zoning Board of Adjustment

If you are willing to be considered for another board, commission, or committee, please list below.

2. Colleyville Center Advisory Committee

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Richard A. Vallario

Address: 201 Mill Wood Ct, Colleyville, Tx, 76034

Home phone: 817-605-8008

Work phone: 817-988-4063

E-mail Address: ricsharval@aol.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

Knowledge, experience, or education applicable to Board, Commission, or Committee function:

BS in economics, MA in Management, 27 years leadership experience in the Military, 17 years executive experience at Lockheed Martin.

☐ Check if additional materials are attached. Other information (City/civic service, interests):

Signature: *Richard A Vallario*

Date: 1/27/16

Once positions are appointed, you must reapply for future openings. All information provided is public pursuant to the Texas Public Information Act. If additional information is required, please call 817.503.1130. Please return completed application to the Office of the City Secretary:

Email: cloven@colleyville.com or ashelley@colleyville.com **Fax:** 817.503.1139

Mail: City Secretary, 100 Main Street, Colleyville, TX 76034

RESOLUTION R-16-3966

**A RESOLUTION FILLING THE POSITION OF ALTERNATE 2 ON THE
ZONING BOARD OF ADJUSTMENT**

WHEREAS, the Zoning Board of Adjustment Alternate 2 position is vacant with a term expiring September 2016.

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

Sec. 1. THAT the following person is hereby appointed to the Zoning Board of Adjustment Alternate 2 position with a term expiring September 2016:

•

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 16TH DAY OF FEBRUARY 2016.

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 7f
Type Resolution
Department Public Works

Agenda Date 02/16/2016

Number Resolution R-16-3967

Title

Approval of a City/Developer Agreement between the City of Colleyville and The Lawn Firm, Inc. for The Lawn Firm Development at 1605 Hall-Johnson Road, and authorize the city manager to execute the agreement

Strategy Map Connection

B3- Utilize partnerships to implement cost-effective service solutions

Explanation

Reading and Public Hearing

As a result of the proposed new construction located at 1605 Hall-Johnson Road, representatives of both the City of Colleyville and The Lawn Firm, Inc. have been in discussions about a partnership that would benefit both parties.

The City of Colleyville owns the property located at 1601 Hall-Johnson Road. The City of Colleyville currently houses the Department of Public Works Field Operations Division at this location. This is shown on the attached Exhibit "1".

The Lawn Firm, Inc. currently owns and operates their business at 1605 Hall-Johnson Road. Access for this property is available through an access easement that traverses the City owned property located at 1601 Hall-Johnson Road. This is shown on the attached Exhibit "2".

The redevelopment of either site will require compliance with current regulations. This will require that the drainage of the area be accommodated with an engineered drainage system. The attached proposed City/Developer Agreement will allow for a single drainage system to be designed and built to accommodate the drainage and runoff from both subject properties.

Per the proposed agreement, the City of Colleyville agrees to the following parameters:

- Construct a retention pond that will serve the drainage needs of both 1601 and 1605 Hall-Johnson Road
- Be responsible for maintaining the functionality of the drainage system in perpetuity
- Construct a new public street within one year from the date of the agreement

- Reimburse all water impact fees associated with the development of said lot, capped at an amount of \$6,227
- Reimburse all sewer impact fees associated with the development of said lot, capped at an amount of \$1,608
- Reimburse all roadway impact fees associated with the development of said lot, capped at an amount of \$2,337
- Waive building permit fees associated with the development of said lot, capped at an amount of \$2,750
- Waive the platting fees associated with the development of said lot, capped at an amount of \$357.50

The proposed agreement requires the developer to meet the following parameters:

- The developer shall provide and dedicate a drainage easement within the boundary of 1605 Hall-Johnson Road for the pond that will be constructed by the City of Colleyville that will serve the drainage needs of both 1601 and 1605 Hall-Johnson Road
- The developer shall provide and maintain any and all irrigation systems within the proposed drainage easement
- The developer shall provide and maintain any and all landscaping and turf located within the drainage easement

The proposed City/Developer Agreement is beneficial for both the Developer and the City of Colleyville. The Developer will have access to a public street therefore increasing the value of his property. The City will gain the use of the proposed drainage easement and facility within the Developer's property, reducing the need for City-owned property to be used for storm water detention. In return, this will result in an increase of the City-owned property that could be used or redeveloped.

Financial Impact

Funding for the City commitments is available in a cash account that has been allocated for the redevelopment of 1601 Hall-Johnson Road.

Recommendation

Approve

Attachments

1. Proposed City/Developer Agreement
2. Exhibit 1

3. Exhibit 2
4. Resolution R-16-3697

City of Colleyville
City/Developer Agreement
The Lawn Firm, Inc. - 1605 Hall-Johnson Road

STATE OF TEXAS

COUNTY OF TARRANT

KNOW ALL MEN BY THESE PRESENTS:

That Thomas Monks and Frederick Monks Sr. (and any assigns thereto), hereafter called "Owner/Developer" and the City of Colleyville, Tarrant County, Texas, hereafter called "City", enter into the following agreement, hereafter called the "Agreement".

In consideration of the mutual covenants herein contained, and for the purpose of developing 1605 Hall-Johnson Road, hereafter called the "Subdivision" the parties hereto do agree:

1. Owner/Developer is the owner of the Subdivision and has applied for an amendment to the current zoning for the Subdivision as part of an effort to develop a new office building on the site.
2. The Owner/Developer will dedicate to the public, a drainage and utility easement that is sufficient to provide storm water detention for both the property owned by the Owner/Developer and the City, as shown on Exhibit "A" attached hereto.
3. In consideration of Owner/Developer dedicating the drainage and utility easement as shown in Exhibit "A" the City shall:
 - a. construct a public street that is generally consistent with what is shown on Exhibit "A", and the new public street shall provide the Owner/Developer access and frontage to a public street as shown in Exhibit "A";
 - b. construct a retention pond within the drainage and utility easement;
 - c. reimburse the water impact fees associated with the development of said lot, capped at an amount of **\$6,227**;
 - d. reimburse the sewer impact fees associated with the development of said lot, capped at an amount of **\$1,608**;
 - e. reimburse the roadway impact fees associated with the development of said lot, capped at an amount of **\$2,337**;
 - f. waive building permit fees associated with the development of said lot, capped at an amount of **\$2,750**;
 - g. waive the platting fees associated with the development of said lot, capped at an amount of **\$357.50**.
4. The City shall bear the cost of the new public street in its entirety including all incidentals, and the Owner/Developer will not be responsible for any costs associated with the construction of the new public street.

5. The Owner/Developer shall have no fiscal obligation in the construction of the public improvements including, sanitary sewer mains, waterline extensions, and storm drainage systems associated with the new public street.
6. The City shall bear the cost of the new retention pond in its entirety including the design and construction of all drainage infrastructure, excavating/grading and vegetation clearing and grubbing within the easement.
7. The Owner/Developer shall have no fiscal obligation in the design and construction of the retention pond, but agrees to provide the City and/or its contractors, access to the Subdivision for purposes of making such improvements.
8. The City agrees to maintain the functionality of the drainage system that is within the dedicated public drainage and utility easement in perpetuity.
9. The Owner/Developer agrees to maintain the property associated with the public drainage and utility easement as shown on Exhibit "A". The Owner/Developer is responsible for the construction and maintenance of any and all irrigation systems, turf maintenance, and landscaping maintenance of the Subdivision. The Owner/Developer may stock the pond with fish, irrigate using the water from the pond, utilize a well to maintain a constant water level in the pond, and fence the property to limit the access to the area, as this is a drainage easement and not intended as a public open space.
10. In the event that the Owner/Developer constructs a new structure prior to the completion of the new public street, the City will provide temporary access to the new structure until such time that a public street is made available.
11. Upon execution of this agreement, the City shall provide to the Owner/Developer civil engineered plans for the new street and retention pond as soon as possible, but no later than 180 days from the execution of this agreement.
12. The City shall construct the proposed street and the proposed retention pond within 1 year of the date of this agreement.
13. The Owner/Developer understands it has no authority to cancel or amend the terms of this agreement without specific written authority by the City.
14. Termination. This agreement shall terminate upon the following:
 - (a) By written agreement of both parties; or
 - (b) If either party breaches the Agreement, and such breach remains uncured for a period of sixty (60) days after written notice by the other party.
15. Remedies. If a party defaults hereunder, then the non-defaulting party shall have the right to enforce specific performance of the defaulting party's obligations and/or seek other available remedies at law, or in equity against such defaulting party.

16. Notice. All notices required by this Agreement shall be in writing and addressed to the following, or such other party or address as either party designates in writing, by certified mail, postage prepaid, facsimile with receipt as proof of transmittal, or by hand delivery.

If intended for Owner/Developer, to:

Thomas Monks and Frederick Monks Sr.
1605 Hall-Johnson Road
Colleyville, TX 76043

If intended for City, to:

City of Colleyville
Attn: City Manager
100 Main Street
Colleyville, TX 76034
(817) 503-1059 (Fax)

With copy to:

Matthew Boyle
Boyle & Lowry
4201 Wingren, Ste. 108
Irving, TX 75062
(972) 690-7105 (Fax)

17. Successors and Assigns. This Agreement shall be binding on and inure to the benefit of the parties to it and their respective heirs, executors, administrators, legal representatives, successors, and assigns. If for any reason the ownership of the property should change it is agreed that these conditions will pass from this Owner/Developer to the next owner and the City will require proper signatures of the new Owners/Developers agreeing to the terms of this Agreement.
18. Severability. In the event any section, subsection, paragraph, sentence, phrase or word herein is held invalid, illegal or unconstitutional, the balance of this Agreement shall be enforceable and shall be enforced as if the parties intended at all times to delete said invalid section, subsection, paragraph, sentence, phrase or word.
19. Governing Law. The validity of this Agreement and any of its terms and provisions, as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas; and venue for any action concerning this Agreement shall be in State District Court of Tarrant County, Texas.
20. Entire Agreement. This Agreement embodies the complete agreement of the parties hereto, superseding all oral or written, previous and contemporary agreements between the parties and relating to the matters in the Agreement, and except as otherwise provided herein cannot be modified without written agreement of the parties to be made a part of this Agreement.

21. Exhibits. All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.
22. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

EXECUTED this the ____ day of _____, 2016.

CITY: CITY OF COLLEYVILLE, TEXAS

By: _____
Jennifer Fadden, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____
Matthew C. G. Boyle, City Attorney

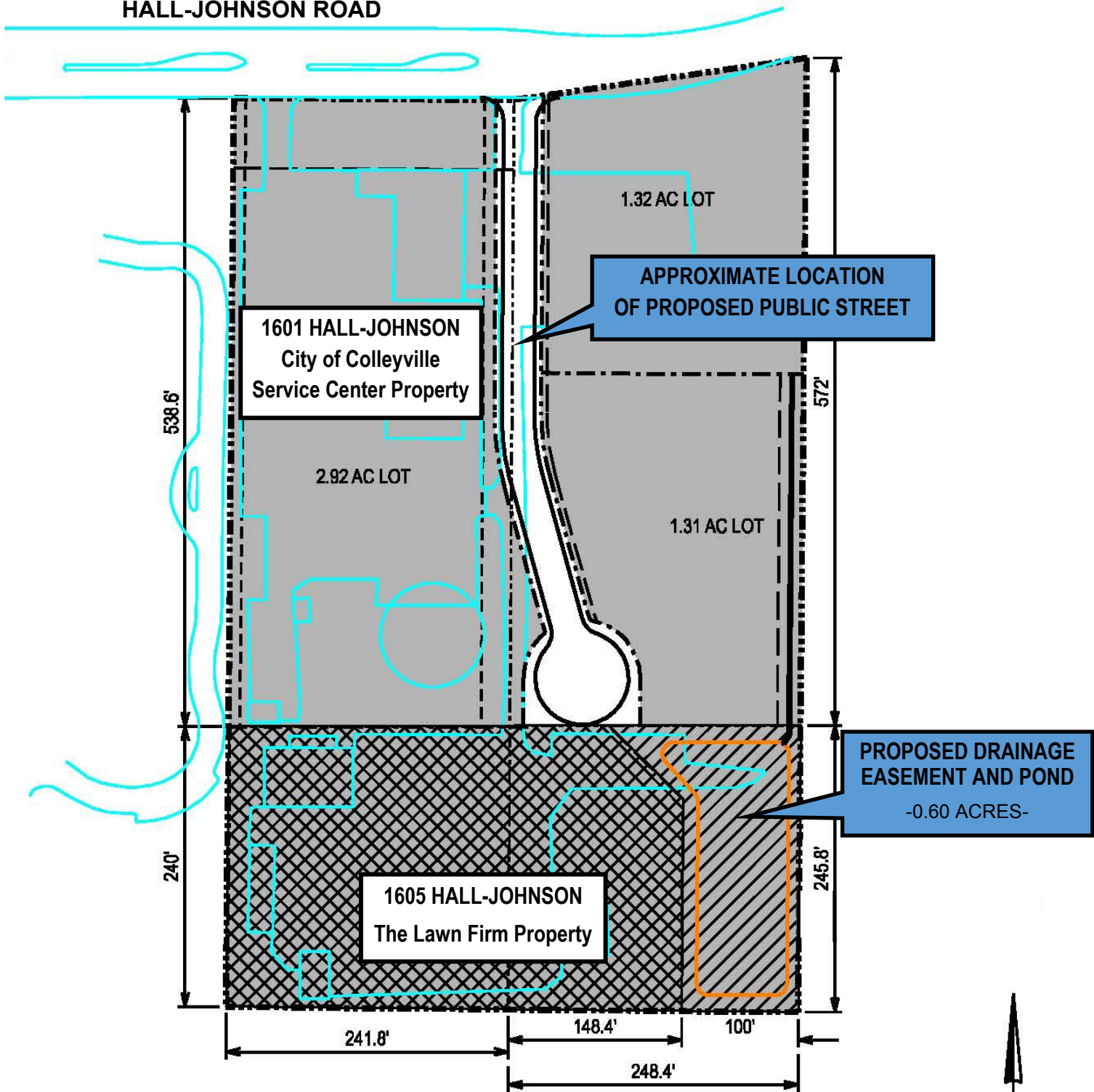
By: _____
Amy Shelley, City Secretary

OWNER: Thomas Monks and Frederick Monks Sr.
P.O. Box 1377
Colleyville, TX 76034

By: _____
Thomas Monks

By: _____
Frederick Monks Sr.

HALL-JOHNSON ROAD



NOT TO SCALE

EXHIBIT A

HALL-JOHNSON ROAD

COVENTRY PLACE

1601 HALL-JOHNSON ROAD
Service Center Property
6.52 Acres

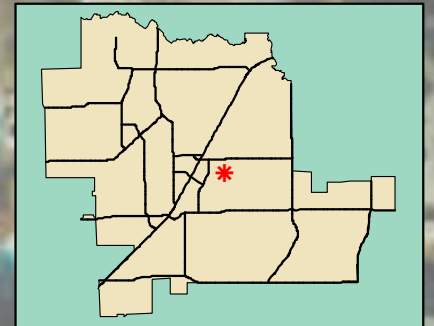


EXHIBIT 1
1601 Hall-Johnson Road



HALL-JOHNSON ROAD

COVENTRY PLACE

ACCESS EASEMENT

1605 HALL-JOHNSON ROAD
The Lawn Firm Property
2.86 Acres

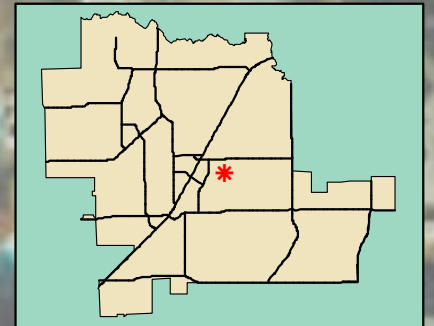


EXHIBIT 2
1605 Hall-Johnson Road



RESOLUTION R-16-3967

**A RESOLUTION APPROVING A CITY/DEVELOPER AGREEMENT WITH
THOMAS MONKS AND FREDERICK MONKS SR. FOR THE PURPOSES
OF DEVELOPMENT AND DRAINAGE IMPROVEMENTS TO
1605 HALL-JOHNSON ROAD AND AUTHORIZE THE
CITY MANAGER TO EXECUTE THE AGREEMENT**

WHEREAS, Thomas Monks and Frederick Monks Sr. propose to construct a new office building and dedicate to the public, a drainage and utility easement sufficient to provide storm water detention for the properties outlined in attached Exhibit "A", labeled City/Developer Agreement (CDA).

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

- Sec. 1. THAT the CDA between Thomas Monks and Frederick Monks Sr. and the City of Colleyville for the development improvements to 1605 Hall-Johnson Road, attached as Exhibit "A", is hereby approved.
- Sec. 2. THAT the CDA shall be executed upon the signature of the city manager.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF _____ AYES, _____ NAYS, AND _____
ABSTENTIONS ON THIS THE 16TH DAY OF FEBRUARY 2016.

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

Exhibit "A"

City of Colleyville
City/Developer Agreement
The Lawn Firm, Inc. - 1605 Hall-Johnson Road

STATE OF TEXAS

COUNTY OF TARRANT

KNOW ALL MEN BY THESE PRESENTS:

That Thomas Monks and Frederick Monks Sr. (and any assigns thereto), hereafter called "Owner/Developer" and the City of Colleyville, Tarrant County, Texas, hereafter called "City", enter into the following agreement, hereafter called the "Agreement".

In consideration of the mutual covenants herein contained, and for the purpose of developing 1605 Hall-Johnson Road, hereafter called the "Subdivision" the parties hereto do agree:

1. Owner/Developer is the owner of the Subdivision and has applied for an amendment to the current zoning for the Subdivision as part of an effort to develop a new office building on the site.
2. The Owner/Developer will dedicate to the public, a drainage and utility easement that is sufficient to provide storm water detention for both the property owned by the Owner/Developer and the City, as shown on Exhibit "A" attached hereto.
3. In consideration of Owner/Developer dedicating the drainage and utility easement as shown in Exhibit "A" the City shall:
 - a. construct a public street that is generally consistent with what is shown on Exhibit "A", and the new public street shall provide the Owner/Developer access and frontage to a public street as shown in Exhibit "A";
 - b. construct a retention pond within the drainage and utility easement;
 - c. reimburse the water impact fees associated with the development of said lot, capped at an amount of **\$6,227**;
 - d. reimburse the sewer impact fees associated with the development of said lot, capped at an amount of **\$1,608**;
 - e. reimburse the roadway impact fees associated with the development of said lot, capped at an amount of **\$2,337**;
 - f. waive building permit fees associated with the development of said lot, capped at an amount of **\$2,750**;
 - g. waive the platting fees associated with the development of said lot, capped at an amount of **\$357.50**.
4. The City shall bear the cost of the new public street in its entirety including all incidentals, and the Owner/Developer will not be responsible for any costs associated with the construction of the new public street.

5. The Owner/Developer shall have no fiscal obligation in the construction of the public improvements including, sanitary sewer mains, waterline extensions, and storm drainage systems associated with the new public street.
6. The City shall bear the cost of the new retention pond in its entirety including the design and construction of all drainage infrastructure, excavating/grading and vegetation clearing and grubbing within the easement.
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8. The City agrees to maintain the functionality of the drainage system that is within the dedicated public drainage and utility easement in perpetuity.
9. The Owner/Developer agrees to maintain the property associated with the public drainage and utility easement as shown on Exhibit "A". The Owner/Developer is responsible for the construction and maintenance of any and all irrigation systems, turf maintenance, and landscaping maintenance of the Subdivision. The Owner/Developer may stock the pond with fish, irrigate using the water from the pond, utilize a well to maintain a constant water level in the pond, and fence the property to limit the access to the area, as this is a drainage easement and not intended as a public open space.
10. In the event that the Owner/Developer constructs a new structure prior to the completion of the new public street, the City will provide temporary access to the new structure until such time that a public street is made available.
11. Upon execution of this agreement, the City shall provide to the Owner/Developer civil engineered plans for the new street and retention pond as soon as possible, but no later than 180 days from the execution of this agreement.
12. The City shall construct the proposed street and the proposed retention pond within 1 year of the date of this agreement.
13. The Owner/Developer understands it has no authority to cancel or amend the terms of this agreement without specific written authority by the City.
14. Termination. This agreement shall terminate upon the following:
 - (a) By written agreement of both parties; or
 - (b) If either party breaches the Agreement, and such breach remains uncured for a period of sixty (60) days after written notice by the other party.
15. Remedies. If a party defaults hereunder, then the non-defaulting party shall have the right to enforce specific performance of the defaulting party's obligations and/or seek other available remedies at law, or in equity against such defaulting party.

16. Notice. All notices required by this Agreement shall be in writing and addressed to the following, or such other party or address as either party designates in writing, by certified mail, postage prepaid, facsimile with receipt as proof of transmittal, or by hand delivery.

If intended for Owner/Developer, to:

Thomas Monks and Frederick Monks Sr.
1605 Hall-Johnson Road
Colleyville, TX 76043

If intended for City, to:

City of Colleyville
Attn: City Manager
100 Main Street
Colleyville, TX 76034
(817) 503-1059 (Fax)

With copy to:

Matthew Boyle
Boyle & Lowry
4201 Wingren, Ste. 108
Irving, TX 75062
(972) 690-7105 (Fax)

17. Successors and Assigns. This Agreement shall be binding on and inure to the benefit of the parties to it and their respective heirs, executors, administrators, legal representatives, successors, and assigns. If for any reason the ownership of the property should change it is agreed that these conditions will pass from this Owner/Developer to the next owner and the City will require proper signatures of the new Owners/Developers agreeing to the terms of this Agreement.
18. Severability. In the event any section, subsection, paragraph, sentence, phrase or word herein is held invalid, illegal or unconstitutional, the balance of this Agreement shall be enforceable and shall be enforced as if the parties intended at all times to delete said invalid section, subsection, paragraph, sentence, phrase or word.
19. Governing Law. The validity of this Agreement and any of its terms and provisions, as well as the rights and duties of the parties, shall be governed by the laws of the State of Texas; and venue for any action concerning this Agreement shall be in State District Court of Tarrant County, Texas.
20. Entire Agreement. This Agreement embodies the complete agreement of the parties hereto, superseding all oral or written, previous and contemporary agreements between the parties and relating to the matters in the Agreement, and except as otherwise provided herein cannot be modified without written agreement of the parties to be made a part of this Agreement.

21. Exhibits. All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.
22. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and constitute one and the same instrument.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

EXECUTED this the ____ day of _____, 2016.

CITY: CITY OF COLLEYVILLE, TEXAS

By: _____
Jennifer Fadden, City Manager

ATTEST:

APPROVED AS TO FORM:

By: _____
Matthew C. G. Boyle, City Attorney

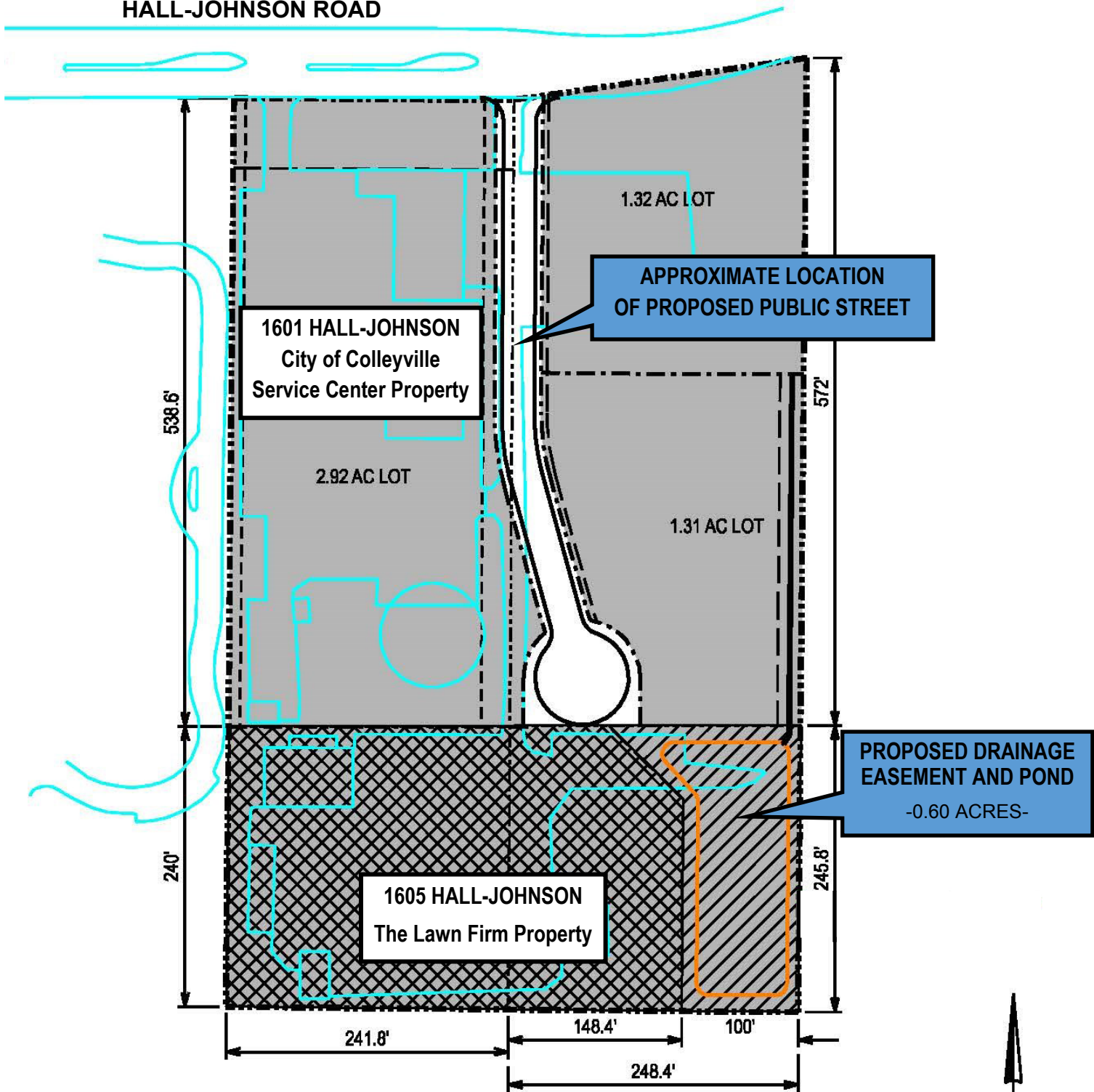
By: _____
Amy Shelley, City Secretary

OWNER: Thomas Monks and Frederick Monks Sr.
P.O. Box 1377
Colleyville, TX 76034

By: _____
Thomas Monks

By: _____
Frederick Monks Sr.

HALL-JOHNSON ROAD



NOT TO SCALE

EXHIBIT A



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 02/16/2016

Type Report

Department City Secretary

Title

Planning and Zoning Commission Meeting Minutes - January 11, 2016

Zoning Board of Adjustment Meeting Minutes - December 8, 2015

Sign Board of Appeals Meeting Minutes - October 14, 2014

Attachments

1. Planning and Zoning Commission Meeting Minutes - January 11, 2016
2. Zoning Board of Adjustment Meeting Minutes - December 8, 2015
3. Sign Board of Appeals Meeting Minutes - October 14, 2014



City of Colleyville Planning and Zoning Commission Minutes

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

Monday, January 11, 2016

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 January 11, 2016 at 7:07 p.m.

Roll Call

Present: Commissioners David Wheelwright, Jason Elms, Carel Tornes, David Phelps, Jim Gotcher, Don Davis, and Jeff Byerly

Staff Present: Abra Nusser, Shane Pace, Taci Wrisley, Cheryl Taylor, Rob McKeown, Brian Riley, Marty Wieder, and Matthew Boyle (City Attorney)

1. APPROVAL OF MINUTES

Commissioner Phelps made a motion to approve the November 9, 2015 and December 14, 2015 minutes as corrected. Commissioner Davis seconded.

The motion to approve the November 9, 2015 and December 14, 2015 minutes as corrected carried by the following vote:

Aye: 7 – Tornes, Elms, Wheelwright, Gotcher, Davis, Phelps, and Byerly

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

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

3. PUBLIC HEARING AGENDA ITEMS

3a Consideration of an amendment to the PUDC-Planned Unit Development Commercial zoning requirements on Abstract 180, of the J.L Byas Survey, located at 1603 Hall Johnson Road, Case ZC15-004

Shane Pace presented the case and briefed the Commission.

The public hearing was opened at 7:21 p.m.

Thomas Monks, the applicant, came forward to answer questions.

The following wished to record their support but did not wish to speak:

Clint Clemens, 1608 Arbuckle Drive, Justin, Texas 76247

Patrick Newburn, 8629 Saddle Ridge Trail, North Richland Hills, Texas 76182

There being no one else wishing to speak, the public hearing was closed at 7:40 p.m.

Commissioner Tornes made a motion to approve Case ZC15-004 with the following conditions: 1) approve waivers 1-4 & 6; 2) a decorative masonry wall will be required around the dumpster on three sides (west, north, and east) however, no metal gate will be required on the enclosure; 3) allow four portable storage containers for an indefinite timeframe, in the southwest corner of the subject property, to be located a minimum of 25 feet from any adjacent residential zoned property, on an approved surface (gravel, asphalt, or concrete), to be relocated within one year of issuance of Certificate of Occupancy for the new building. Commissioner Phelps seconded.

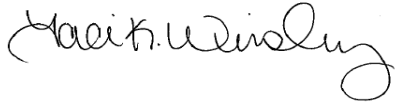
The motion to approve Case ZC15-004 with the following conditions: 1) approve waivers 1-4 & 6; 2) a decorative masonry wall will be required around the dumpster on three sides (west, north, and east) however, no metal gate will be required on the enclosure; 3) allow four portable storage containers for an indefinite timeframe, in the southwest corner of the subject property, to be located a minimum of 25 feet from any adjacent residential zoned property, on an approved surface (gravel, asphalt, or concrete), to be relocated within one year of issuance of Certificate of Occupancy for the new building. carried by the following vote:

Aye: 7 – Tornes, Elms, Wheelwright, Gotcher, Davis, Phelps, and Byerly

4. ADJOURNMENT

The meeting adjourned at 7:53 p.m.

The minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on February 8, 2016 by a vote of 7-0.



City of Colleyville Zoning Board of Adjustment Minutes

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

Tuesday, December 8, 2015

City Council Chambers

Call to Order

The Zoning Board of Adjustment meeting of the City of Colleyville was called to order by Board member McNosky on December 8, 2015 at 7:17 p.m.

Roll Call

Present: Board members Jason Elms, Dee Kamerman (Alternate 2), Larry Kainer, and Dee McNosky

Absent: Board member Judson Orlando

Staff Present: Abra Nusser, Taci Wrisley, and Shane Pace

1. SWEARING IN OF NEWLY APPOINTED MEMBERS

Taci Wrisley swore in newly appointed members Dee McNosky, Place 4 and Raymond Allee, Place 5.

2. APPROVAL OF MINUTES

Board member Elms made a motion to approve the minutes as written. Board member Kamerman seconded.

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

Aye: 4 – Kamerman, Elms, Allee, and McNosky

3. PUBLIC HEARING AGENDA ITEMS

- 3a** Request for a variance to certain provisions of Section 3.24.G Schedule of District Regulations of the Land Development Code on Lot 3, Block 1, of the JT Lake Addition, located at 3701 Cliffwood Drive, Case VC15-012

Shane Pace presented the case and briefed the Board.

The public hearing was opened at 7:22 p.m.

Christina Hill, the builder, Jonson and Jaime Lake, the homeowners came forward and briefed the Board.

Board member McNosky asked staff to address Mrs. Lake's question regarding why staff was recommending denial. Shane Pace replied staff was recommending denial due to technical noncompliance.

Mrs. Lake questioned staff regarding what the issue was with the structure being built close to or on the property line. Abra Nusser replied when structures are built close to one another, fire code requirements are triggered.

Mrs. Lake questioned staff regarding whether the property owner to the south had requested a permit for any type of structure along the same property line as their proposed structure. Abra Nusser replied research had not been done to determine that.

Board member Elms questioned Ms. Hill regarding whether there were any topographical constraints. Ms. Hill replied there is a pool and a 25 foot easement in the rear of the property. She further added the structure could not be placed anywhere else on the property. Mr. Lake added there would be a 48 inch gate placed along the front of the driveway and an existing gate on the north side of the property.

Board member Elms questioned Ms. Hill regarding whether a variance would be needed if the square footage was reduced. Ms. Hill replied there was only three foot of buildable space on the south side of the property, not enough to get a car through. Mrs. Lake added their original plan was much larger, the proposed plan is already reduced.

Discussion continued regarding potential placement and size of the structure.

There being no one else wishing to speak the public hearing was closed at 7:36 p.m.

Board member Elms stated he felt the hardship was self-imposed.

Board member McNosky stated she concurred with Board member Elms but a permit had been issued.

Discussion continued regarding whether or not there was a hardship in this case.

Board member Elms made a motion to deny Case VC15-012.

Board member Kamerman seconded.

The motion to deny Case VC15-012 carried by the following vote:

Aye: 4 – Kamerman, Elms, Allee, and McNosky

- 3b** Request for a variance to certain provisions of Section 3.24.G Schedule of District Regulations of the Land Development Code on Lot 1, Block 1, of the JL3 Cavalier Estates Addition, located at 6212 Pleasant Run Road, Case VC15-013

Shane Pace presented the case and briefed the Board.

Frank Ritz, the applicant and builder, came forward and briefed the Board.

The public hearing was opened at 7:41 p.m.

Board member Kamerman questioned Mr. Ritz if the property would be subdivided or would there be a single family residential dwelling unit. Mr. Ritz replied there would be one single family residential dwelling unit. He further added they have already submitted a building permit for the dwelling unit.

Board member Elms questioned staff regarding whether the taking of Right-of-Way would be to the centerline of the road or to the edge of the road. Shane Pace replied to the centerline of the road.

There being no one else wishing to speak, the public hearing was closed at 7:43 p.m.

Discussion occurred regarding there being a hardship due to the lot never being developed and bringing it up to compliance with current codes.

Board member Elms made a motion to approve Case VC15-013. Board member Kamerman seconded.

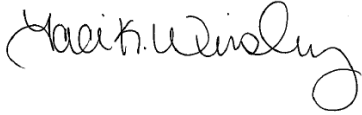
The motion to approve Case VC15-013 carried by the following vote:

Aye: 4 – Kamerman, Elms, Allee, and McNosky

4. ADJOURNMENT

The meeting adjourned at 7:45 p.m.

Minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on February 9, 2016 by a vote of 5-0.



City of Colleyville Sign Board of Appeals Minutes

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

Tuesday, October 14, 2014

City Council Chambers

Call to Order

The Sign Board of Appeals meeting of the City of Colleyville was called to order by Board member McNosky on October 14, 2014 at 7:00 p.m.

Roll Call

Present: Board members Jason Elms, Mike Leathers, Mark Collier, Larry Kainer (Alternate 1), and Dee McNosky

Absent: Board members Judson Orlando, and Mike Patino (Alternate 2)

Staff Present: Ron Ruthven and Taci Wrisley

1. SWEARING IN OF NEWLY APPOINTED MEMBER

Taci Wrisley swore in newly appointed member Dee Kamerman, Alternate 2

2. ELECTION OF OFFICERS

Dee McNosky was elected Chairman of the Sign Board of Appeals.
Mike Leathers was elected as Vice-Chairman of the Sign Board of Appeals.

3. APPROVAL OF MINUTES

Board member Elms made a motion to approve the minutes as written. Board member Collier seconded.

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

Aye: 6 –Kamerman, Elms, Leathers, Collier, Kainer, and McNosky

4. PUBLIC HEARING AGENDA ITEMS

- 4a** Request for a variance to the provisions of Chapter 7-Sign Regulations in the Land Development Code on Abstract 936 of the J. M. Looney Survey, located at 5100 Bluebonnet Drive, Case SC14-003

Ron Ruthven presented the case and briefed the Board.

The public hearing was opened at 7:10 p.m.

David Kalhoefer, the applicant, came forward and briefed the Board.

Board member Collier questioned staff regarding whether the sign, if approved, would be in the way of any Glade Road expansions. Ron Ruthven replied no.

Discussion occurred regarding turn lane possibilities for Glade Road.

Board member Leathers questioned Mr. Kalhoefer regarding whether their other proposed sign had been approved. Mr. Kalhoefer replied yes.

Board member Leathers questioned Mr. Kalhoefer whether the sign could be modified in order to be in compliance with the sign code. Mr. Kalhoefer replied no.

There being no one else wishing to speak, the public hearing was closed at 7:16 p.m.

Board member Leathers made a motion to approve Case SC14-003. Board member Kainer seconded.

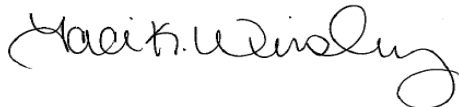
The motion to approve Case SC14-003 carried by the following vote:

Aye: 5 – Elms, Leathers, Collier, Kainer, and McNosky

5. ADJOURNMENT

The meeting adjourned at 7:17 p.m.

The minutes were written and prepared by:



Taci Wrisley
Planning and Zoning Assistant

The meeting minutes were approved on February 9, 2016 by a vote of 5-0.



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 02/16/2016

Number 9

Title

Monthly Financial Report - January 2016

Explanation

General Fund

The percentage of the current year tax roll collected is ahead of the percentage collected for January 2015 by a little more than 1%.

For the month of January, sales tax is up 5.43% (\$12,800) from revenues reported for the same time period last year. Year to date general fund sales tax is up 3.04% (\$14,881) when compared to the same time period last year. This is the highest January sales tax allocation ever received.

The annual franchise payment received from Tri-County Electric exceeded the budgeted projection by 6.78%.

The second quarter mixed beverage tax allocation came in at \$23,811 compared to \$19,327 last fiscal year, an increase of 23.2%. Year to date revenues currently exceed budgeted projections by 25%.

Five new residential building permits were issued in January, compared to 19 that were issued in January 2015. Revenues received for licenses and permits exceed current year projections by 32.71%. Ambulance revenues exceed budget projections and are ahead of last year's collections by over 12%. Revenues related to engineering and inspection fees are down compared to projections and last year due to no new development projects so far this fiscal year.

The average amount expended by the General Fund departments at the end of January is 27.37% of the total appropriation versus 29.45%, which was projected to be spent.

Utility Fund

Year to date, water usage has decreased as compared to the amount sold through January 2015. This is due to an increase in rainfall when compared to the same time period last fiscal year. The average amount expended by the Utility Fund departments at the end of January was 27.76% of the total appropriation, versus 32.35%, which was projected to be spent.

MONTHLY FINANCIAL REPORT - JANUARY 2016

GENERAL FUND		RECEIVED	PROJECTED	RECEIPT VS	RECEIVED	PERCENT
REVENUE SOURCE	FY 2016	AS OF	AS OF	PROJECTED	AS OF	CHANGE OVER
	BUDGET	1/31/2016	1/31/2016	INCR (DECR)	1/31/2015	PRIOR YEAR
Current Taxes	\$12,823,456	\$11,413,208	\$11,737,222	-2.76%	\$11,387,395	0.23%
Delinquent Taxes	50,000	16,636	12,500	33.08%	13,270	25.36%
Penalty & Interest	55,000	6,293	3,951	59.29%	3,951	59.29%
TOTAL AD VALOREM TAXES	\$12,928,456	\$11,436,137	\$11,753,673	-2.70%	\$11,404,616	0.28%
Oncor Electric	\$875,000	\$0	\$0	0.00%	\$0	0.00%
Tri-County Electric	105,000	112,116	105,000	6.78%	126,855	-11.62%
Atmos Gas	350,000	0	0	0.00%	0	0.00%
AT&T	70,000	17,039	17,500	-2.63%	18,154	-6.14%
Verizon/Others	65,000	13,466	21,667	-37.85%	18,717	-28.05%
Refuse/Recycling	146,000	52,321	48,666	7.51%	46,903	11.55%
Cable TV	450,000	131,762	112,500	17.12%	127,514	3.33%
TOTAL FRANCHISE TAXES	\$2,061,000	\$326,705	\$305,332	7.00%	\$338,143	-3.38%
Sales Tax	\$3,400,000	\$503,718	\$519,389	-3.02%	\$488,837	3.04%
Mixed Beverage Tax	80,000	50,014	40,000	25.04%	55,147	-9.31%
TOTAL SALES TAX	\$3,480,000	\$553,732	\$559,389	-1.01%	\$543,984	1.79%
Building	\$580,000	\$232,229	\$193,333	20.12%	\$226,376	2.59%
Plumbing	48,000	27,158	16,000	69.74%	19,469	39.49%
Mechanical	29,000	21,002	9,667	117.26%	11,881	76.77%
Electrical	40,000	23,498	13,333	76.24%	14,871	58.02%
City License	35,000	19,350	11,667	65.86%	12,020	60.98%
Building Plan Review Fee	109,000	39,234	36,333	7.98%	35,163	11.58%
New Business	3,500	1,511	1,167	29.51%	1,410	7.16%
Sign Permit	6,800	4,145	2,267	82.87%	2,620	58.21%
Fence Permit	9,500	6,200	3,167	95.79%	3,525	75.89%
Fire Permits	7,000	8,035	2,333	244.36%	3,270	145.72%
Irrigation Permit	15,000	8,168	5,000	63.35%	6,599	23.77%
TOTAL LICENSES & PERMITS	\$882,800	\$390,529	\$294,267	32.71%	\$337,203	15.81%
Fines	\$800,000	\$255,167	\$266,667	-4.31%	\$252,337	1.12%
Alarm Fees	53,000	18,508	17,667	4.76%	21,441	-13.68%
Library Fines	23,000	6,704	7,667	-12.55%	7,858	-14.69%
TOTAL FINES	\$876,000	\$280,380	\$292,000	-3.98%	\$281,637	-0.45%

MONTHLY FINANCIAL REPORT - JANUARY 2016

REVENUE SOURCE	FY 2016 BUDGET	RECEIVED AS OF 1/31/2016	PROJECTED AS OF 1/31/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 1/31/2015	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$10,000	\$3,180	\$3,333	-4.60%	\$3,443	-7.65%
Plat Fee/Site Plan	8,200	3,163	2,733	15.70%	2,703	17.02%
Board of Adjustment	1,250	950	417	128.00%	700	35.71%
Sale of Material	100	383	33	1048.94%	13	2846.00%
Weed Mowing	6,500	1,414	2,167	-34.72%	2,856	-50.47%
Ambulance	300,000	112,986	100,000	12.99%	100,579	12.34%
Recreation Program	160,000	31,086	13,487	130.49%	30,162	3.07%
Non-Resident Fee Parks	37,000	21,060	18,500	13.84%	16,995	23.92%
Field Use Charge	21,500	10,210	10,750	-5.02%	12,965	-21.25%
Engineering & Inspection	175,000	0	0	0.00%	169,054	-100.00%
Material Testing	100,000	0	0	0.00%	0	0.00%
Colleyville Center Rental	257,250	52,933	50,426	4.97%	70,205	-24.60%
Lot Drainage Insp Fee	13,000	6,750	4,333	55.77%	6,500	3.85%
TOTAL CHARGES FOR SERVICE	\$1,089,800	\$244,115	\$206,179	18.40%	\$416,173	-41.34%
SRO Officer Reimb	\$94,282	\$0	\$0	0.00%	\$0	0.00%
Keller Court	217,697	61,922	54,424	0.00%	57,852	7.04%
TOTAL INTERGOVERNMENTAL	\$311,979	\$61,922	\$54,424	0.00%	\$57,852	0.00%
Sale of Surplus Property	\$5,000	\$23,339	\$1,667	1300.33%	\$3,798	514.58%
Interest Income	25,000	0	0	0.00%	638	-100.00%
Miscellaneous	55,000	50,863	18,333	177.43%	43,386	17.23%
Antenna Lease	70,040	34,479	35,722	-3.48%	33,802	2.00%
TOTAL MISCELLANEOUS	\$1,155,040	\$108,681	\$55,722	95.04%	\$81,624	33.15%
Transfers-In	\$1,233,417	\$0	\$0	0.00%	\$0	0.00%
TOTAL TRANSFERS	\$1,233,417	\$0	\$0	0.00%	\$0	0.00%
TOTAL GENERAL FUND REVENUES	\$24,018,492	\$13,402,201	\$13,520,986	-0.88%	\$13,461,232	-0.44%

MONTHLY FINANCIAL REPORT - JANUARY 2016

	FY 2016 BUDGET	THROUGH 1/31/2016	THROUGH 1/31/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.0%	95.55%	94.43%	1.12%	1.19%
RESIDENTIAL BLDG PERMITS	125	49	49	0	0.00%
COMMERCIAL BLDG PERMITS	5	5	3	2	66.67%
CITATIONS ISSUED	11,500	2,442	3,159	(717)	-22.70%

GENERAL FUND EXPENSES

	FY 2016 BUDGET	EXPENDED THROUGH 1/31/2016	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	\$189,746	\$43,091	\$63,249	22.71%	\$146,655
City Manager	603,241	206,108	206,580	34.17%	397,133
City Secretary	215,281	71,955	76,760	33.42%	143,326
Finance	415,341	146,442	148,447	35.26%	268,899
Legal	200,000	46,431	66,667	23.22%	153,569
Engineering	574,462	234,354	249,487	40.80%	340,108
Economic Development	303,166	92,050	101,055	30.36%	211,116
Building Inspection	464,400	139,263	154,800	29.99%	325,137
Community Development	333,240	102,931	111,080	30.89%	230,309
Fire	4,440,164	1,571,114	1,579,055	35.38%	2,869,050
Police	4,592,988	1,497,008	1,530,996	32.59%	3,095,980
Parks	1,299,413	330,379	343,138	25.43%	969,034
Recreation	380,668	92,031	96,889	24.18%	288,637
Street Maintenance	4,694,578	410,728	664,859	8.75%	4,283,850
Library	737,263	261,348	276,754	35.45%	475,915
Communications	212,244	52,358	70,748	24.67%	159,886
Colleyville Center	391,162	118,034	130,387	30.18%	273,128
Human Resources	304,339	102,529	103,946	33.69%	201,810
Municipal Court	391,187	118,605	130,396	30.32%	272,582
Fleet Services	229,302	78,071	79,434	34.05%	151,231
Facility Services	531,909	190,196	192,303	35.76%	341,713
Information Services	874,700	352,229	366,567	40.27%	522,471
Non Departmental	953,559	305,102	317,853	32.00%	648,457
Capital Equipment Reserve	452,000	0	0	0.00%	452,000
Compensation Adjustment	193,017	0	0	0.00%	193,017
TOTAL EXPENSES	\$23,977,370	\$6,562,357	\$7,061,451	27.37%	\$17,415,013

MONTHLY FINANCIAL REPORT - JANUARY 2016

UTILITY FUND						
REVENUE SOURCE	FY 2016 BUDGET	RECEIVED AS OF 1/31/2016	PROJECTED AS OF 1/31/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 1/31/2015	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$11,467,441	\$3,358,433	\$2,923,624	14.87%	\$3,302,155	1.70%
Sewer Sales	4,050,786	1,196,057	1,350,262	-11.42%	1,108,133	7.93%
Sewer Installation	7,000	5,300	2,333	127.14%	5,300	0.00%
Water Installation	21,000	18,080	7,000	158.29%	11,271	60.42%
Sewer Tie-on Charges	5,000	0	0	0.00%	0	0.00%
Engineering Charges	50,000	0	0	0.00%	78,192	-100.00%
Penalties	228,772	119,531	76,257	56.75%	77,509	54.22%
Miscellaneous	13,000	9,978	4,333	130.27%	4,669	113.70%
TOTAL OPERATING INCOME	\$15,842,999	\$4,707,380	\$4,363,810	7.87%	\$4,587,229	2.62%
Interest Income	\$20,300	\$2,917	6,767	-56.90%	\$5,089	-42.69%
Use of Available Cash	450,000	0	0	0.00%	0	0.00%
TOTAL NON-OPERATING INCOME	\$470,300	\$2,917	\$6,767	100.00%	\$5,089	-42.69%
TOTAL INCOME	\$16,313,299	\$4,710,296	\$4,370,577	7.77%	\$4,592,318	2.57%

	THROUGH 1/31/2016	THROUGH 1/31/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	698,174,200	719,381,500	(21,207,300)	-2.95%
NUMBER OF WATER CUSTOMERS	9,735	9,559	176	1.84%

UTILITY FUND EXPENSES					
	FY 2016 BUDGET	EXPENDED THROUGH 1/31/2016	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	\$382,103	\$94,582	\$127,368	24.75%	\$287,521
Operations	12,402,286	3,503,513	4,134,095	28.25%	8,898,773
Utility Support	1,176,062	326,902	392,021	27.80%	849,160
Non-Departmental	320,803	131,966	132,934	41.14%	188,837
Debt Service	365,325	353,388	353,388	96.73%	11,938
Compensation Adjustment	29,934	0	0	0.00%	29,934
Transfer to General Fund	1,209,849	0	0	0.00%	1,209,849
TOTAL EXPENSES	\$15,886,362	\$4,410,350	\$5,139,806	27.76%	\$11,476,012

RESOLUTION R-16-3968

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
FEBRUARY 16, 2016**

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

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON
THIS THE 16TH DAY OF FEBRUARY 2016

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor