City of Colleyville
City Council
Agenda

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

Tuesday, April 19, 2016 | City Council Chambers

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

CALL TO ORDER

PC-1 Discussion and update on the Glade Road Phase 1 Project

PC-2 Presentation and update on the SH26 Phase II Reconstruction Project

PC-3 Discussion of the April 19, 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 and legal advice from the attorney regarding the City's regulation of alcoholic beverages ordinance and ratio

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 551.071 - Legal - Consultation with attorney regarding litigation - Jane Doe v. City of Colleyville

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

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

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

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

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

INVOCATION: Pastor Dale Molden, First Baptist Church Colleyville

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-16-3980

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Announcements of civic and charitable events
Presentation of calendar events and updates
Announcements of awards and recognition

Proclamation in recognition of the Colleyville Garden Club Promenade Garden Tour, May 3, 2016 - Colleyville Garden Club President Diane Connor

In recognition of Colleyville's featured business - Which Wich, Justin Bess, Store Manager, 5509 Colleyville Boulevard, Suite 270 - Mayor David Kelly and Economic Development Director Marty Wieder

4. CONSENT: READING AND PUBLIC HEARING- Resolution R-16-3981

4a Approval of the minutes of the regular City Council meeting of April 5, 2016

4b Approval of the Colleyville Public Library Long-Range Plan 2016 - 2021

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

5a Ordinance O-16-1978

Consideration of a zoning change from the AG-Agricultural zoning district to the R20-Single Family Residential zoning district in Abstract 1176 of the J.J. Newton Survey, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive, Case ZC15-022

6. RESOLUTION(S): READING AND PUBLIC HEARING

6a Resolution R-16-3982

Authorizing the abandonment of a portion of the public alley located in the Village at Colleyville development, and authorizing the city manager to execute the abandonment documents

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

8. REPORTS

Planning and Zoning Commission Meeting Minutes - March 14, 2016
Parks and Recreation Advisory Board Meeting Minutes - January 11, 2016
Monthly Financial Report - March 2016

9. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR APRIL 19, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-3983

10. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, April 15, 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
Colleyville, Texas 76034
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Agenda Number PC-1 **Agenda Date** 04/19/2016
Type Pre Council
Department Public Works

Title
Discussion and update on the Glade Road Phase 1 Project

Strategy Map Connection
F2- Invest to provide and maintain high quality public assets

Explanation
Staff will present an update on the status of the Glade Road Phase 1 Project. The presentation will cover the current status of Phase 1 and will highlight several items including:

- Phase 1 overview of the current plans:
  - -Estimated right-of-ways
  - -Estimated sidewalk easements
  - -Estimated drainage easements
  - -Estimated temporary construction easements
  - -Impacted trees along the project area
- Details on the tree conservation and mitigation efforts
- Construction contract strategies
- Next steps

During the October 20, 2015 Pre Council Meeting, staff presented an update on the Glade Road Project (presentation is attached for reference). During that presentation, and previous discussions, the City Council provided clear direction to the design consultant to identify ways to minimize the impacts of the project on the adjacent property owners. City staff and the design consultant have evaluated the design and the associated impacts on a parcel by parcel basis. The design consultant has made revisions to the design to lessen the respective impacts. The table below summarizes some of the adjustments made to the plans as a result of this evaluation.

	60% Design	90% Design
Estimated right-of-way parcels (Total Square Footage)	14 (29,000)	11 (19,800)
Estimated Sidewalk Easements (Total Square Footage)	18 (14,900)	11 (10,000)
Estimated Drainage Easements (Total Square Footage)	1 (575)	0 (0)

Estimated Temporary Construction Easements (Total Square Footage)	48 (47,900)	29 (26,200)
Total Estimated Transactions	81	51
Total Affected Parcels	48	33

The roundabout at the intersection of Glade Road and Bransford Road was also a major discussion point during the October 20, 2015 Pre Council presentation. At the December 15, 2015 Pre Council Meeting (presentation is attached for reference), staff and the design consultant provided a follow-up presentation to specifically discuss the Bransford Road and Glade Road intersection. During the December 15, 2015 presentation, the City Council provided clear direction to the design consultant to eliminate the proposed roundabout at that intersection from the scope of the Phase 1 project due to concerns associated with the rights-of-way needs, the impacts to existing mature trees at the southwest corner, and the proposed roundabout configuration. These changes have been made to the plans and will be shown during the April 19 presentation.

During previous discussions, the City Council has also directed staff to evaluate possible tree protection and mitigation efforts. Staff will provide an update on these efforts to date, as well as provide details on proposed actions that will be taken as the project progresses.

Attachments

1. Glade Road Phase 1 Presentation
2. October 20, 2015 Presentation
3. December 15, 2015 Presentation
4. Exhibit 90% Design

Glade Road
Phase 1 Update

Pre Council Meeting
April 19, 2016

Outline of Presentation

Glade Road Phase 1 overview of the 90% design including:

- Estimated right-of-ways
- Estimated sidewalk easements
- Estimated drainage easements
- Estimated temporary construction easements
- Impacted trees along the project area

Update on the tree conservation and mitigation efforts

Update on construction contract strategies

Glade Road Phase 1 - Next Steps

Phases of Glade Road Corridor

Phases of Glade Road Corridor

Phase 1 (Recent History)

October 20, 2015 Pre Council Meeting - 60% Plans were presented and discussed

- City Council provided direction to find ways to minimize the various impacts of the project
- City staff and the design consultant have since evaluated the design and the associated impacts on a parcel by parcel basis
- The roundabout at the intersection of Glade Road and Bransford Road was also a major discussion point

December 15, 2015 Pre Council Meeting

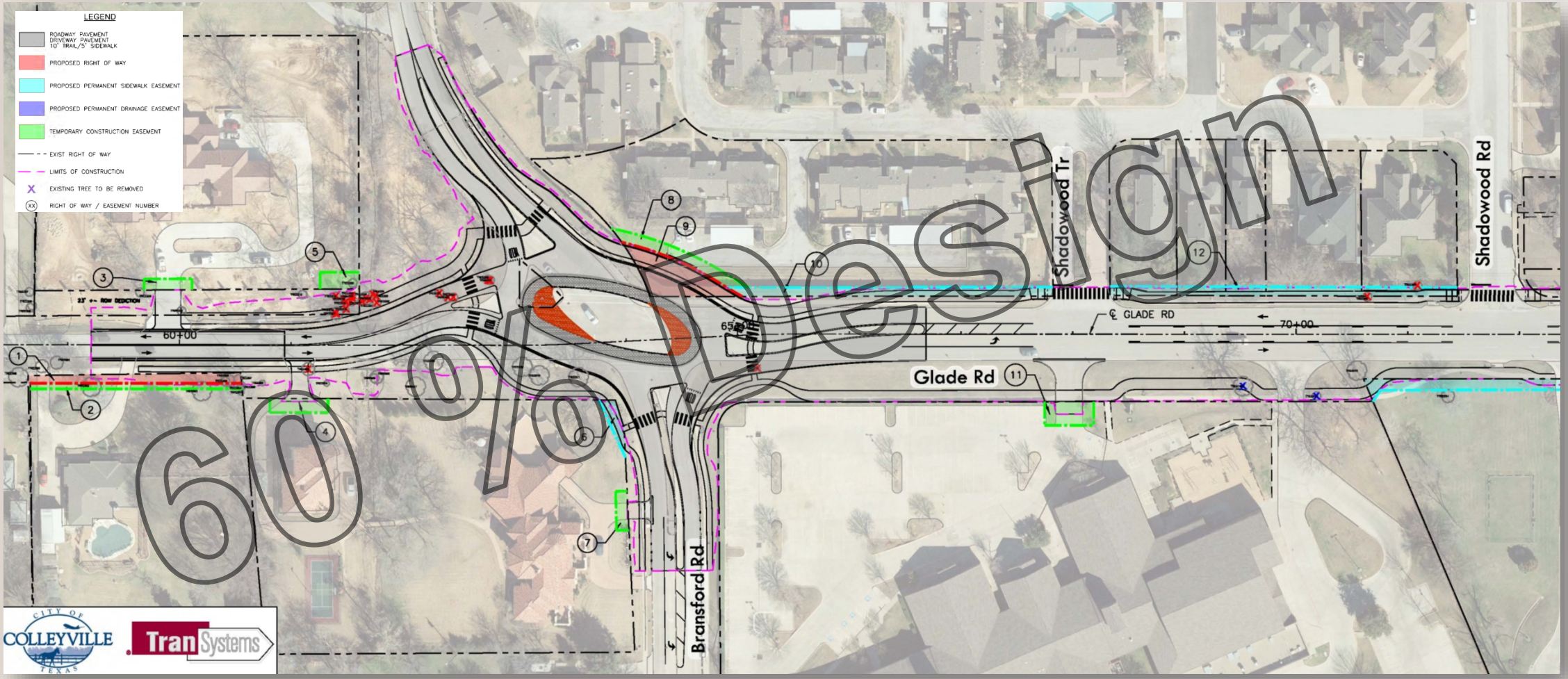
- Staff and the design consultant provided a follow-up presentation and discussion specifically on the Bransford Road and Glade Road Intersection
- City Council provided clear direction to the design consultant to eliminate the roundabout from the scope of the Phase 1 for the following reasons:
  - The less-than-ideal roundabout configuration
  - Concerns associated with the rights-of-way needs
  - The impacts to existing mature trees at the southwest corner

Phase 1 (Summary Statistics)

Comparison of Statistics from 60% to 90% design

	60% Design	90% Design
Estimated right-of-way parcels (Total Square Footage)	14 (29,000)	11 (19,800)
Estimated Sidewalk Easements (Total Square Footage)	18 (14,900)	11 (10,000)
Estimated Drainage Easements (Total Square Footage)	1 (575)	0 (0)
Estimated Temporary Construction Easements (Total Square Footage)	48 (47,900)	29 (26,200)
Total Estimated Transactions	81	51
Affected Parcels	48	33

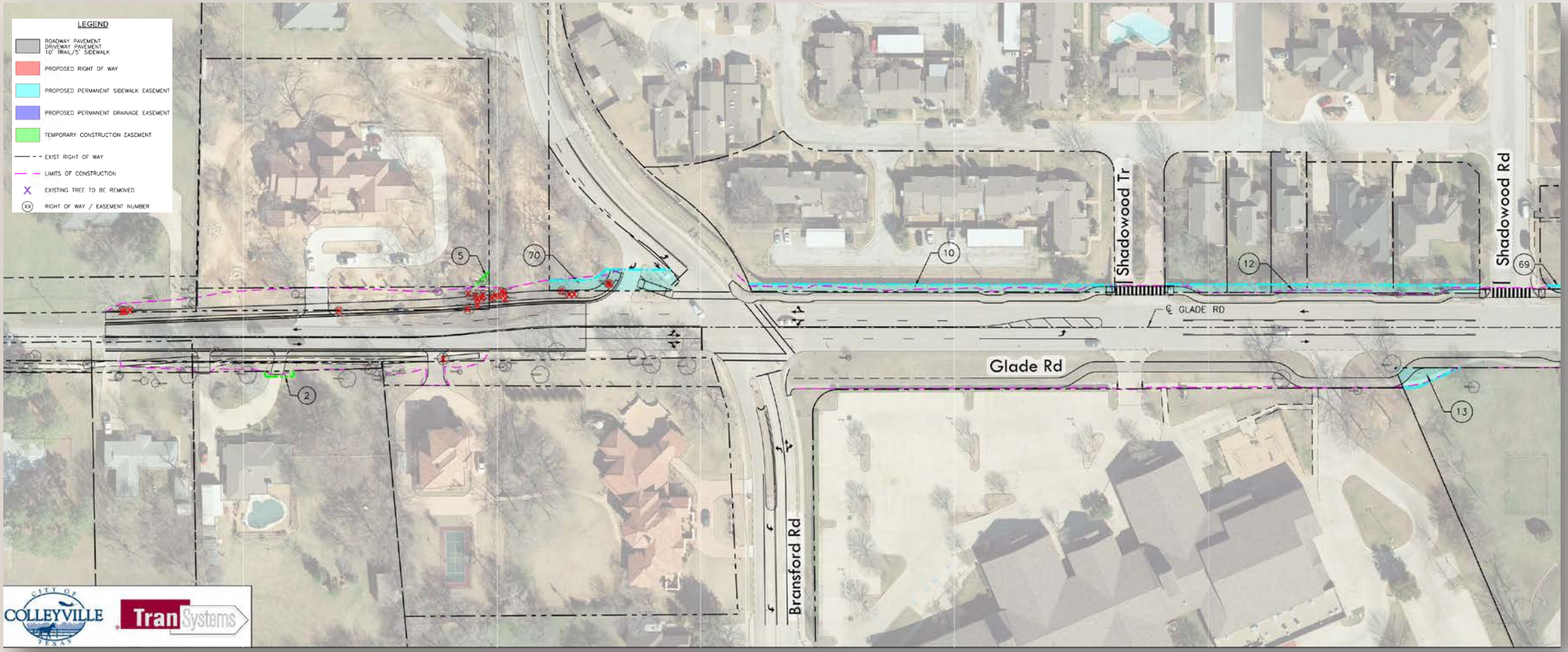
Phase 1 (Section 1A - 60% Design)



Proposed R-O-W	**2 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**7 Parcels**	Temporary construction easements	**7 Parcels**

Total number of trees impacted **28**

Phase 1 (Section 1A – 90% Design)

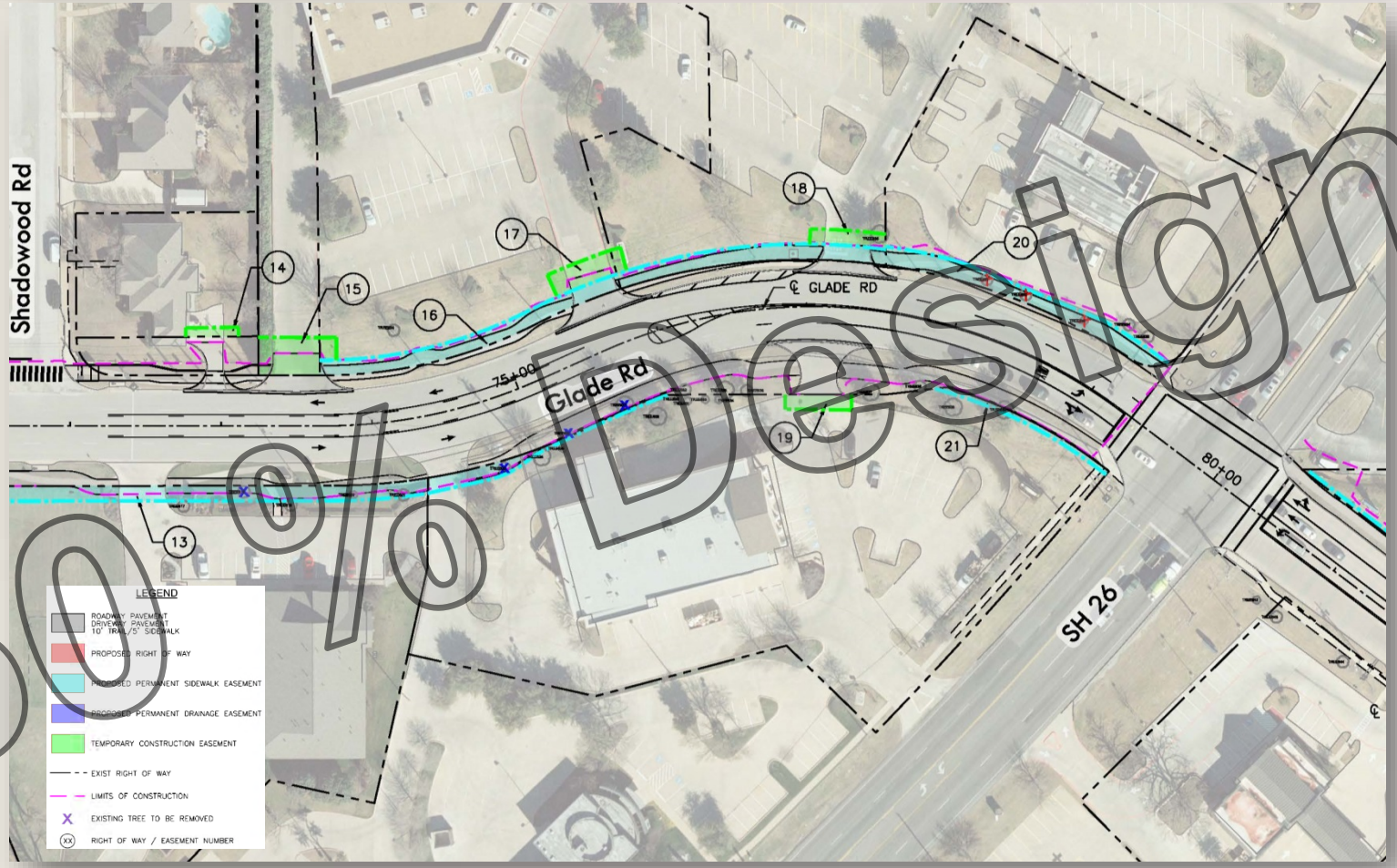


Proposed R-O-W **0 (2) Parcels** Proposed drainage easements **0 (0) Parcels**

Proposed sidewalk easements **8 (7) Parcels** Temporary construction easements **4 (7) Parcels**

Total number of trees impacted **24 (28)**

Phase 1 (Section 1B – 60% Design)

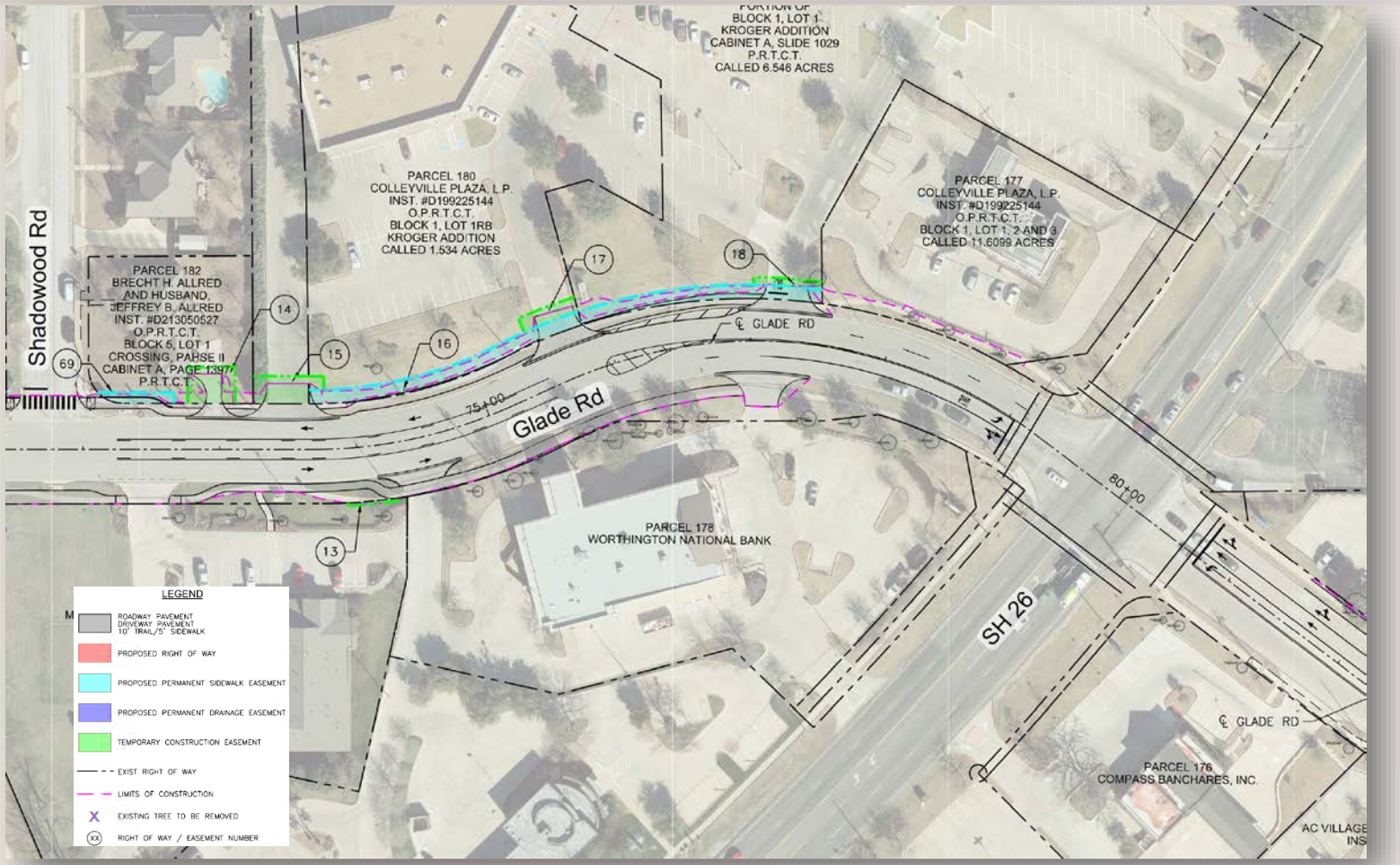


60% Design

Proposed R-O-W	**0 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**6 Parcels**	Temporary construction easements	**6 Parcels**

Total number of trees to be impacted **11**

Phase 1 (Section 1B – 90% Design)

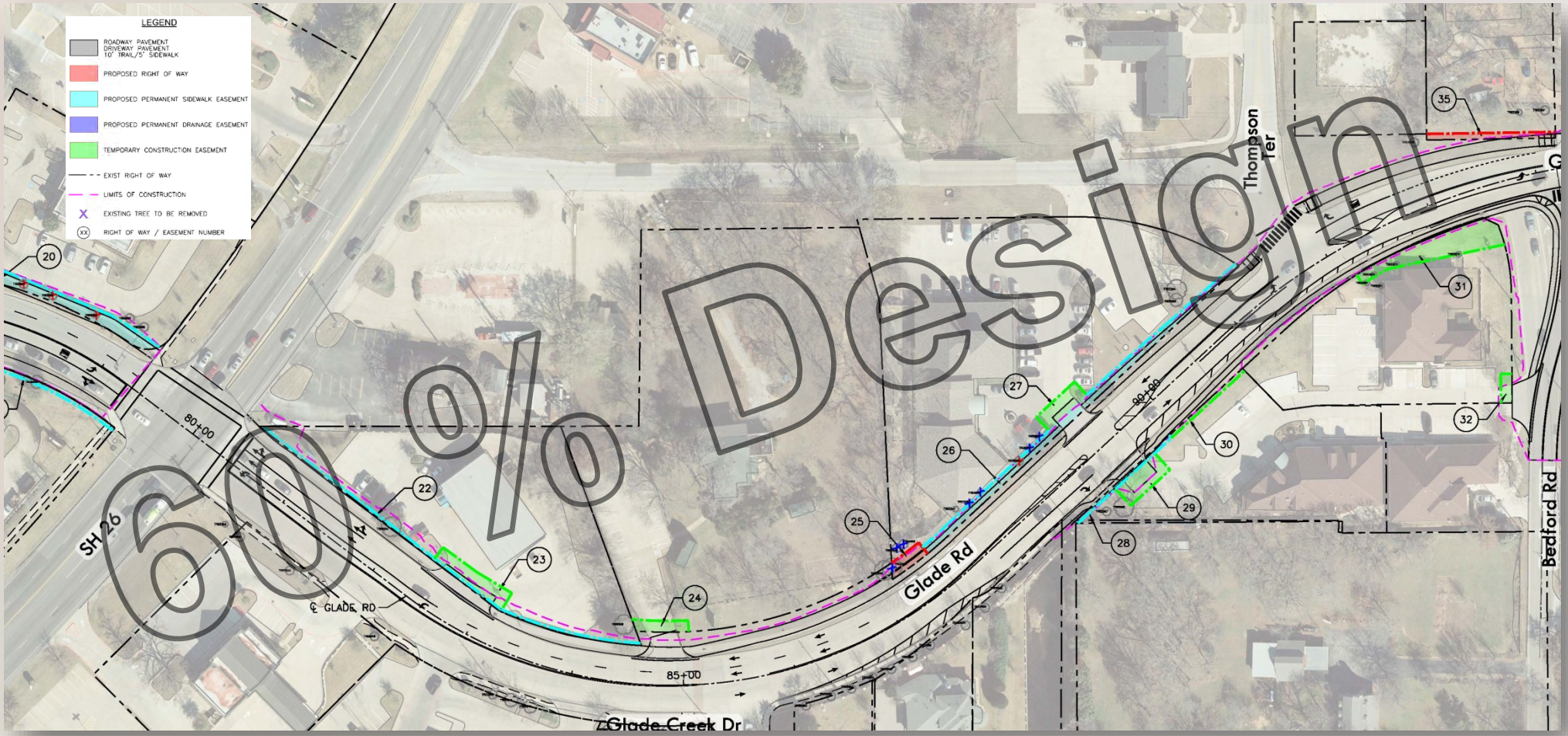


Proposed R-O-W **0 (0) Parcels** Proposed drainage easements **0 (0) Parcels**

Proposed sidewalk easements **3 (6) Parcels** Temporary construction easements **5 (6) Parcels**

Total number of trees impacted **0 (11)**

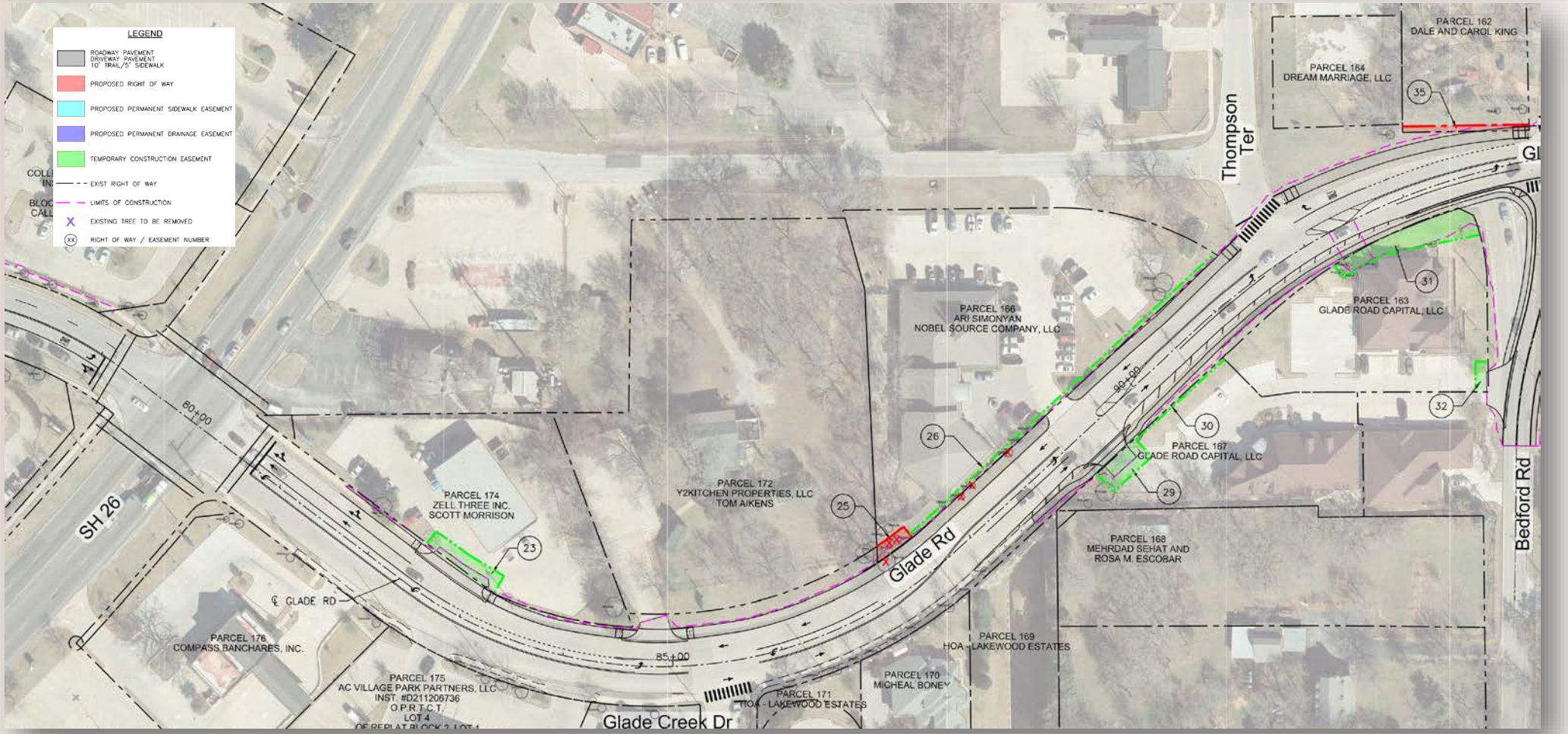
Phase 1 (Section 1C – 60% Design)



Proposed R-O-W	**2 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**3 Parcels**	Temporary construction easements	**6 Parcels**

Total number of trees impacted **15**

Phase 1 (Section 1C – 90% Design)

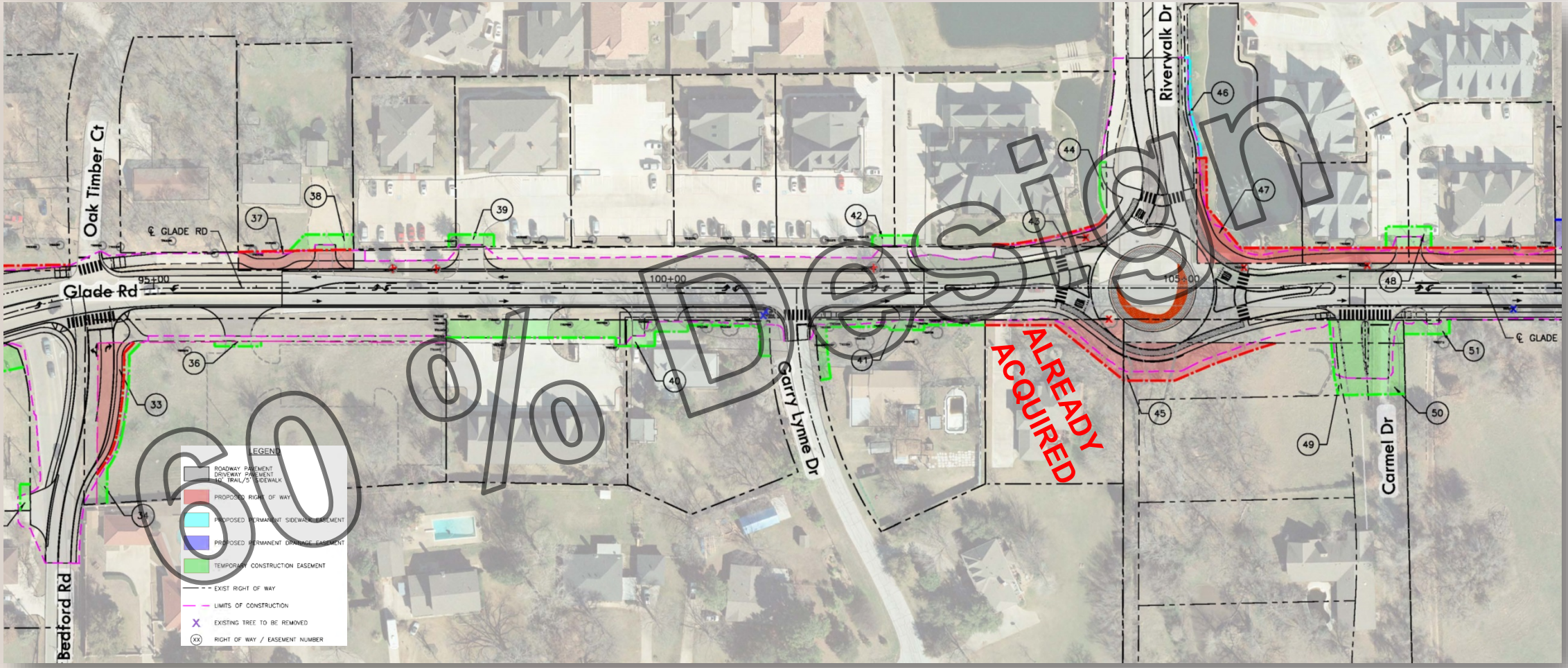


Proposed R-O-W **2 (2) Parcels** Proposed drainage easements **0 (0) Parcels**

Proposed sidewalk easements **0 (3) Parcels** Temporary construction easements **5 (6) Parcels**

Total number of trees impacted **6 (15)**

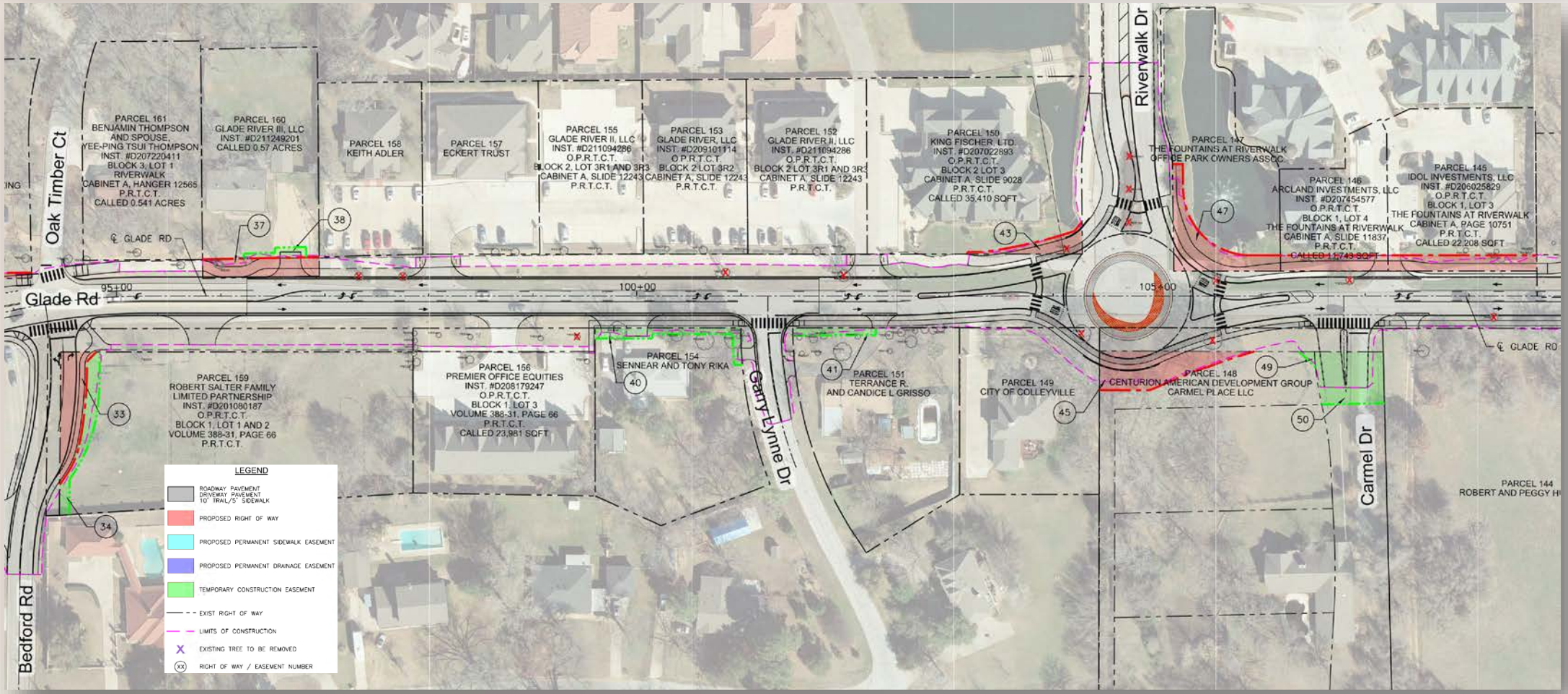
Phase 1 (Section 1D – 60% Design)



Proposed R-O-W	**7 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**1 Parcels**	Temporary construction easements	**15 Parcels**

Total number of trees impacted **13**

Phase 1 (Section 1D - 90% Design)

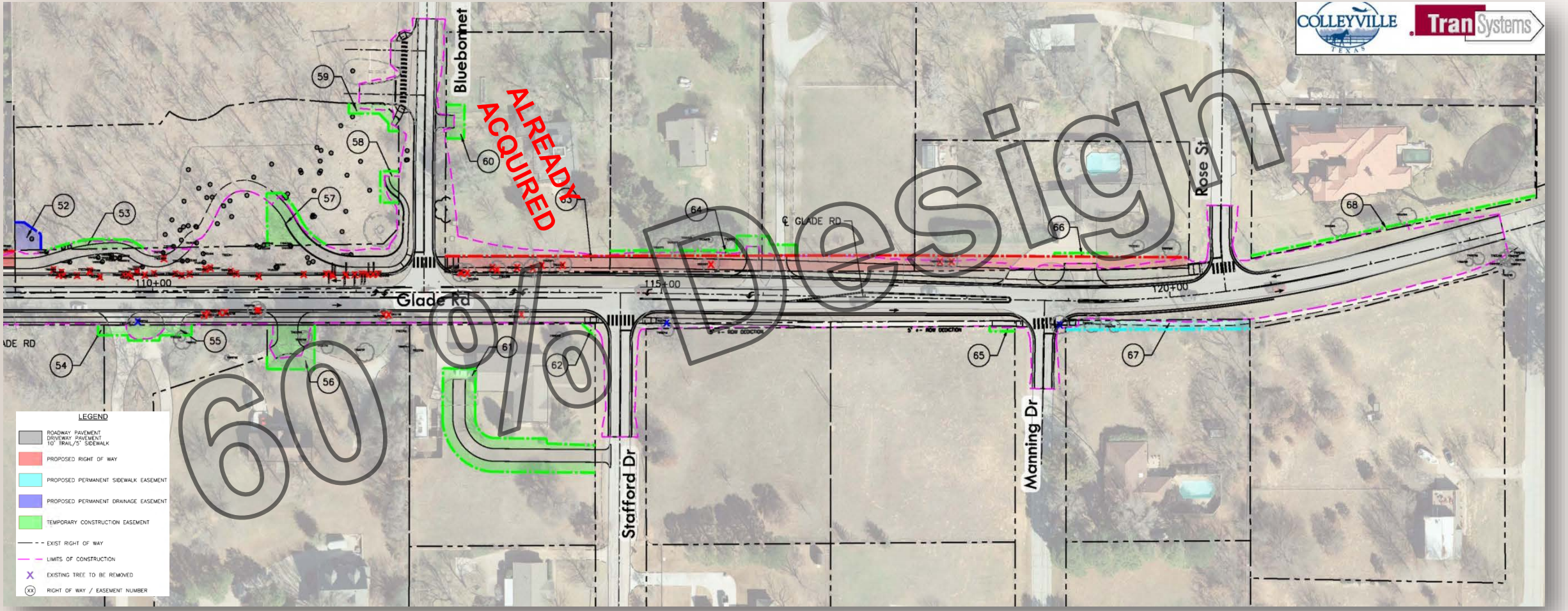


Proposed R-O-W **7 (7) Parcels** Proposed drainage easements **0 (0) Parcels**

Proposed sidewalk easements **0 (1) Parcels** Temporary construction easements **6 (15) Parcels**

Total number of trees impacted **10 (13)**

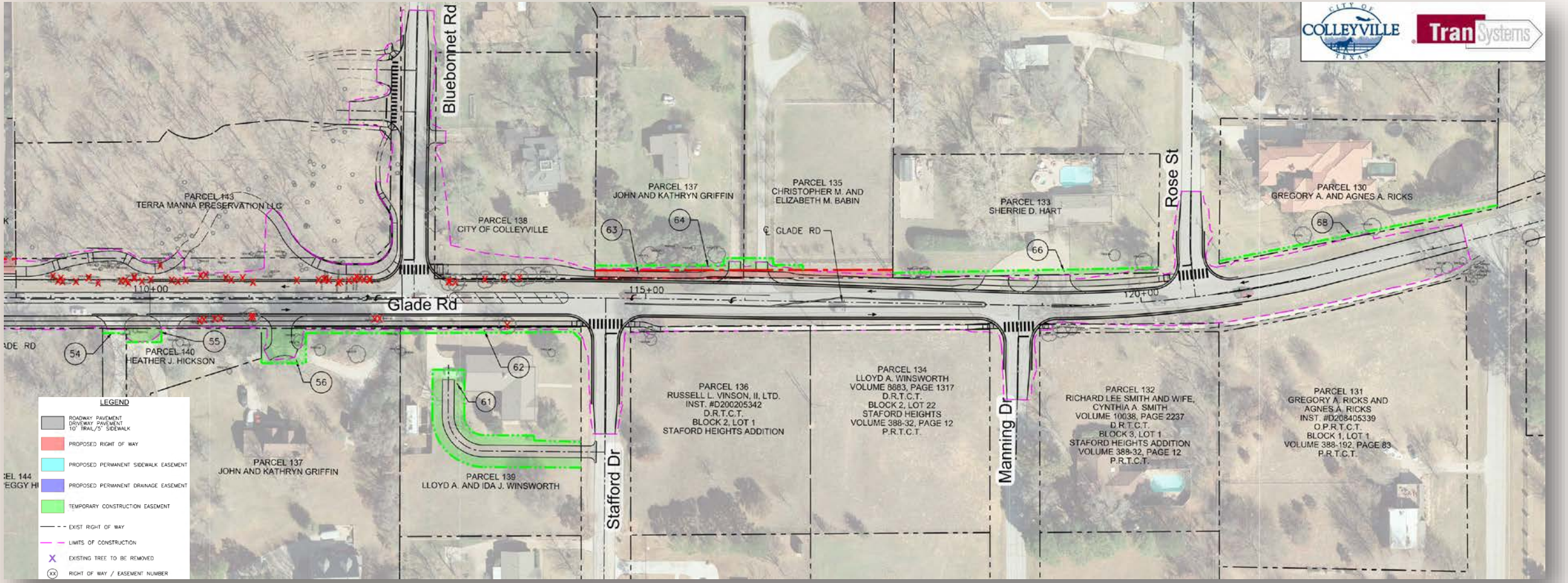
Phase 1 (Section 1E – 60% Design)



Proposed R-O-W	**3 Parcels**	Proposed drainage easements	**1 Parcels**
Proposed sidewalk easements	**1 Parcels**	Temporary construction easements	**14 Parcels**

Total number of trees impacted **64**

Phase 1 (Section 1E – 90% Design)



Proposed R-O-W **2 (3) Parcels** Proposed drainage easements **0 (1) Parcels**

Proposed sidewalk easements **0 (1) Parcels** Temporary construction easements **9 (14) Parcels**

Total number of trees impacted **57 (64)**

Phase 1 (Summary Statistics)

Comparison of Statistics from 60% to 90% design

	60% Design	90% Design
Estimated right-of-way parcels (Total Square Footage)	14 (29,000)	11 (19,800)
Estimated Sidewalk Easements (Total Square Footage)	18 (14,900)	11 (10,000)
Estimated Drainage Easements (Total Square Footage)	1 (575)	0 (0)
Estimated Temporary Construction Easements (Total Square Footage)	48 (47,900)	29 (26,200)
Total Estimated Transactions	81	51
Affected Parcels	48	33

Phase 1 (Summary Statistics)

Comparison of Statistics

	Conceptual Design	60% Design	90% Design
Design Costs	$664,365	$664,365	$664,365
Estimated Rights-of-Way and Easement Costs	$925,000	$814,340*	$480,820*
Estimated Construction Costs	$3,755,000	$5,061,684	$4,467,631
Total	$5,344,365	$6,540,389	$5,612,816

** August 2014, R-14-3772 - $449,000 spent to acquire 1209 Glade Road in its entirety. The value shown in the chart is the remaining parcels estimated value*

Notes: *Costs have been adjusted for inflation and market conditions*
Costs have been adjusted and refined as the engineering design progressed
Costs have been adjusted as needs for additional storm drainage, traffic control, and utility infrastructure have been identified

Phase 1 (Tree Conservation and Mitigation Efforts)

Stages of Preservation

- Tree Inventory
- Identification of trees impacted by the project
- Alteration of design plans to lessen impact on trees
- Identifying trees that require protection measures
- Identification of trees requiring special protection measures
- Arboricultural practices to assist with tree health
- Tree replacement program for those impacted

Phase 1 (Tree Conservation and Mitigation Efforts)

Protective Measure Process

- Identification of trees that impact our citizens directly
- Inspect trees and identify the trees with better survivability
- Implement additional protective measures during construction*
- Arboricultural practices that will improve conditions for impacted trees prior, during, and after construction*

If funding is allocated

Phase 1 (Tree Conservation and Mitigation Efforts)

Additional Protective Measures*

- This adds an additional step to protecting our trees.
- The temporary 6’ chain link fence is installed around the tree, to incorporate as much of the critical root zone possible.
- This prevents damage to the roots within the fenced area during construction.

If funding is allocated

Phase 1 (Tree Conservation and Mitigation Efforts)

Additional Signage

Multiple Languages

Phase 1 (Tree Conservation and Mitigation Efforts)

Additional Protective Measure Options

- Heavy Mulching*
- Root Pruning*
- Protective Chain Link Fencing*
- Additional Signage*
- Aeration*
- Vertical Mulching*
- Organic Root Stimulators/Fertilizers*

If funding is allocated

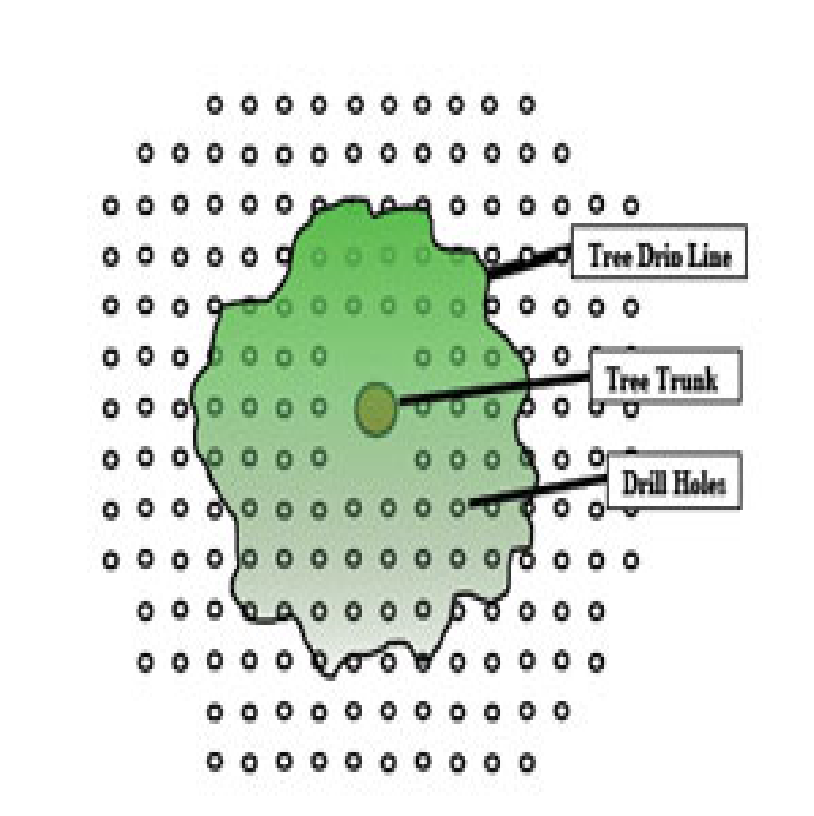
Phase 1 (Tree Conservation and Mitigation Efforts)

Vertical Mulching

Before Backfill

Phase 1 (Tree Conservation and Mitigation Efforts)

Vertical Mulching Area



Process Complete

Phase 1 (Tree Conservation and Mitigation Efforts)

Aerating

Typical Small Machine

Phase 1 (Tree Conservation and Mitigation Efforts)

Aeration Pattern

Airspace Created

Phase 1 (Tree Conservation and Mitigation Efforts)

Airspade to Expose Roots

Trenching to Expose Roots

Phase 1 (Tree Conservation and Mitigation Efforts)

Large Root Pruner

Proper Pruning Tools

Phase 1 (Tree Conservation and Mitigation Efforts)

Pre-Construction Efforts

- Carefully install protective fencing
- Educate contractors on the importance of trees and proper protection
- Selective root pruning*
- Heavy mulching to reduce compaction during construction*
- Trim branches that will be impacted by construction equipment
- Educate citizens that will be impacted on the process and how to improve the health of their trees before construction

If funding is allocated

Phase 1 (Tree Conservation and Mitigation Efforts)

During Construction Efforts

- Monitor trees and construction activity
- Continue to inform contractor of tree importance
- Selective root pruning during excavation on specified trees*
- Trim branches in conflict with construction equipment
- Add heavy mulch to additional areas if necessary*

If funding is allocated

Phase 1 (Tree Conservation and Mitigation Efforts)

Post Construction Efforts (if necessary)

- Carefully remove protective fencing
- Thin/remove mulch*
- Aerate around the root zones*
- Vertical mulch around root zones*
- Organic fertilization*
- Educate citizens on what they can do to improve tree health
- Plant trees*

If funding is allocated

Phase 1 (Tree Conservation and Mitigation Efforts)

Tree Voucher Program*

- Offer tree vouchers for citizens impacted
- Establish the right tree, right place philosophy
- 30 gallon trees will be planted on the property
- The tree will be the private property owner's responsibility
- Educate citizens on proper tree maintenance
- This will re-establish the tree canopy along the corridor

If funding is allocated

Phase 1 (Construction Contract Strategies)

Best Value Contract

- Contract Experience
- Proposed Project Price
- Project Team Resume
- Schedule and Timelines
- Written description of the contractor's strategies to keep the project on schedule

Incentives and Disincentives

Key Components

- Bluebonnet Drive and Glade Road Intersection (vertical adjustment)
- Riverwalk Drive and Glade Road Roundabout

Phase 1 (Next Steps)

Right-of-way Acquisition

- A contract for professional services for the right-of-way acquisition will be presented for City Council consideration on May 3rd

Utility Relocations

- Utility meetings are held monthly and the utility work will progress as the right-of-way is acquired
- The City cannot control the schedules of the respective franchise utilities

Construction Bidding and Award

- Once right-of-way acquisition is complete and franchise utilities are clear the project can be advertised for bid
- Construction is estimated to take approximately 13 months to complete once started

Questions and Discussion

Glade Road
Phase 1 Update

Pre Council Meeting
October 20, 2015

Outline of Presentation

- Project Timeline Overview
- Phase 1 Update
  - Discussion of the estimated right-of-ways, estimated sidewalk easements, estimated drainage easements, estimated temporary construction easements
  - Discussion of the trees along the project area
- Traffic control considerations
- Discussion of construction contract strategies
- Capital Improvements Program (CIP) schedule for future phases

Phase 1

Major milestones for Phase 1 include:

August 2015	Completion of the 30% plans and draft right-of-way plans
September 2015	Completion of the Utility Conflict Plans and initiation of franchise utility relocation
October 2015	Presentation of the first draft plans to City Council
November 2015	Completion of the right-of-way plans and documents
January 2016	Completion of the 90% plans
February 2016	Presentation of the 90% plans to City Council
March 2016	Presentation of the final plans to City Council
March 2016	Completion of the contract documents and plans
March 2016	Project bidding process
April 2016	City Council award of contract
May 2016	Public meeting with Contractor
June 2016	Construction of Phase 1 estimated to begin

Project Stages

Completion of Final Plans

ROW Acquisition

- Hire Consultant
- Acquire Appraisals
- Initial Offers
- Negotiations/Commissioners Court

Utility Relocation

- Atmos
- Oncor
- Verizon
- Comcast
- AT & T

Construction

Phases of Glade Road Corridor

Phases of Glade Road Corridor

Phase 1 (Summary Statistics)

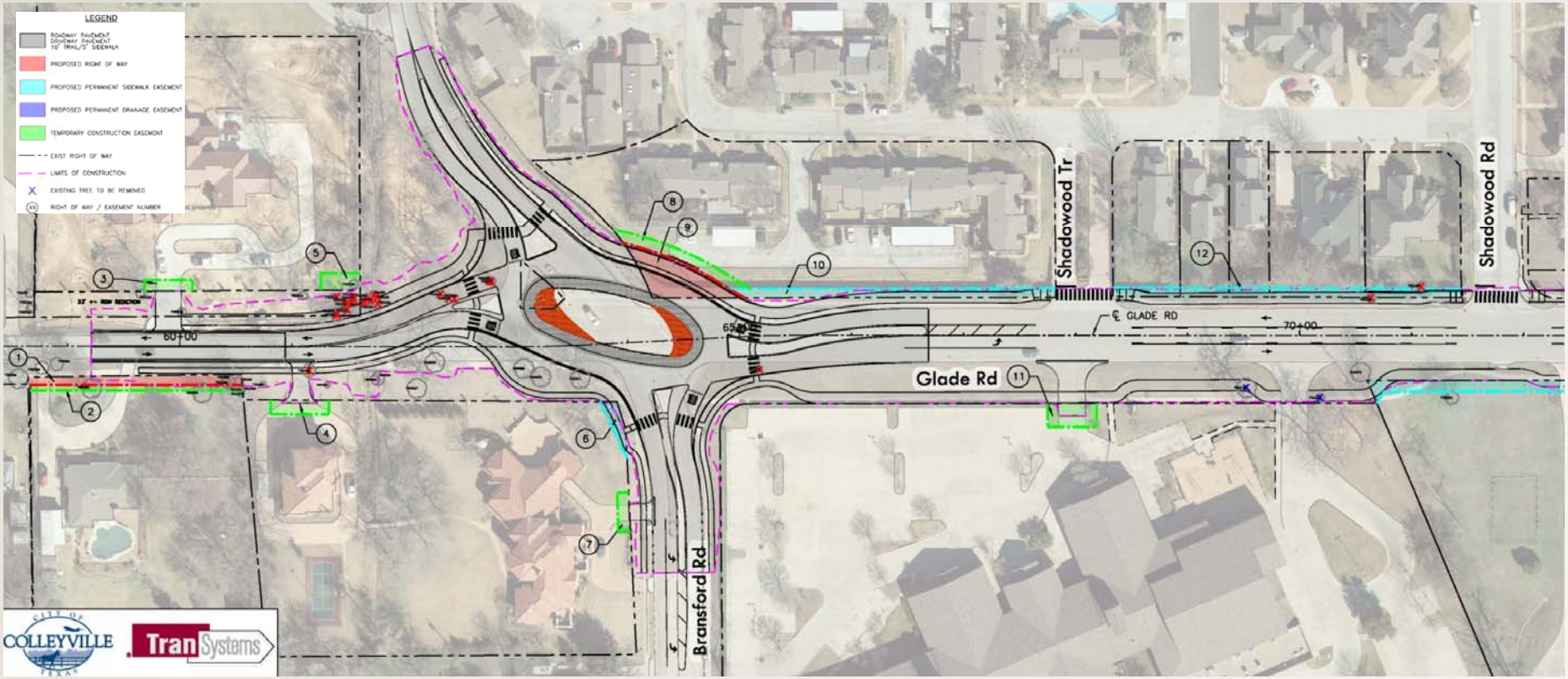
There are a total of 62 parcels along Phase 1

- Estimated right-of-ways needed at 14 Parcels
- Estimated sidewalk easements needed at 18 Parcels
- Estimated drainage easements needed at 1 Parcel
- Estimated temporary construction easements needed at 48 Parcels

The estimated transactions total 81, and will affect 48 separate parcels

Estimated number of trees potentially affected is **112** trees, which **19** have been identified that may be avoided with refinement to the plans

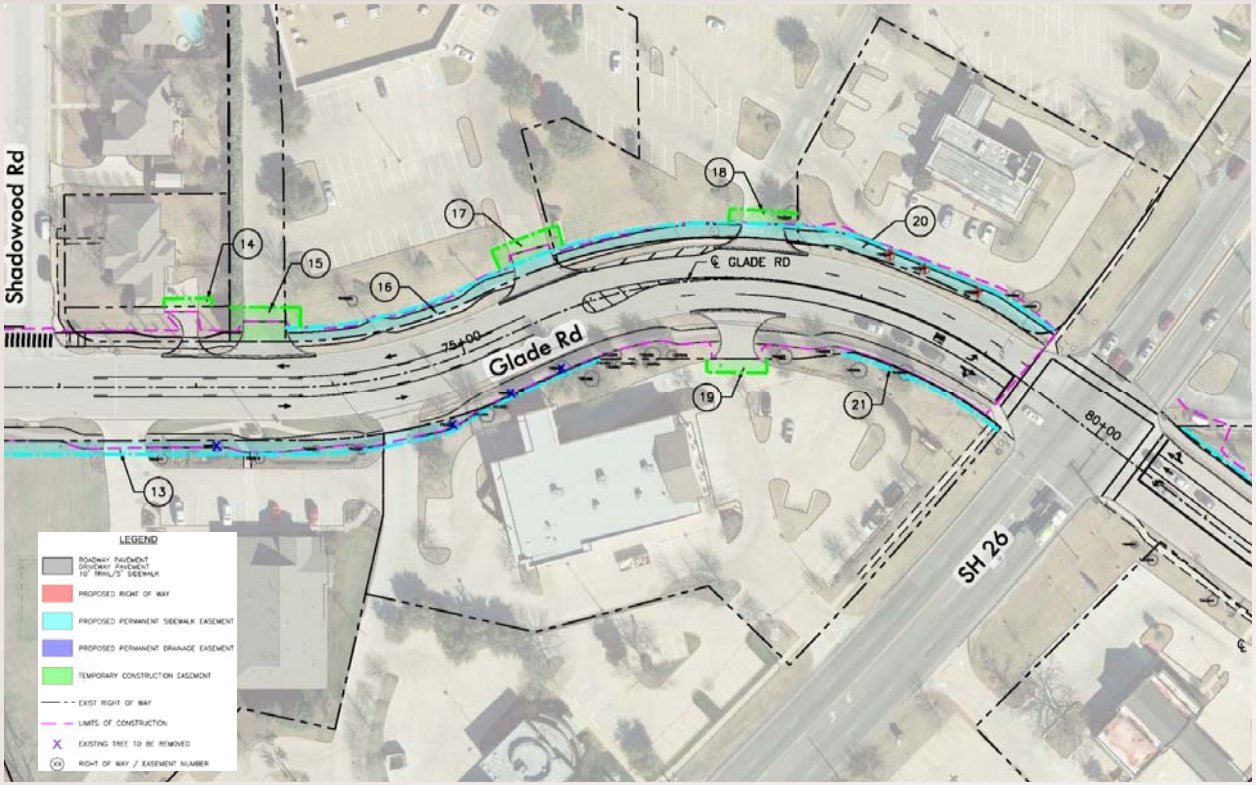
Phase 1 (Section 1A)



Proposed R-O-W	**2 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**7 Parcels**	Temporary construction easements	**7 Parcels**

Total number of trees impacted **26(2)**

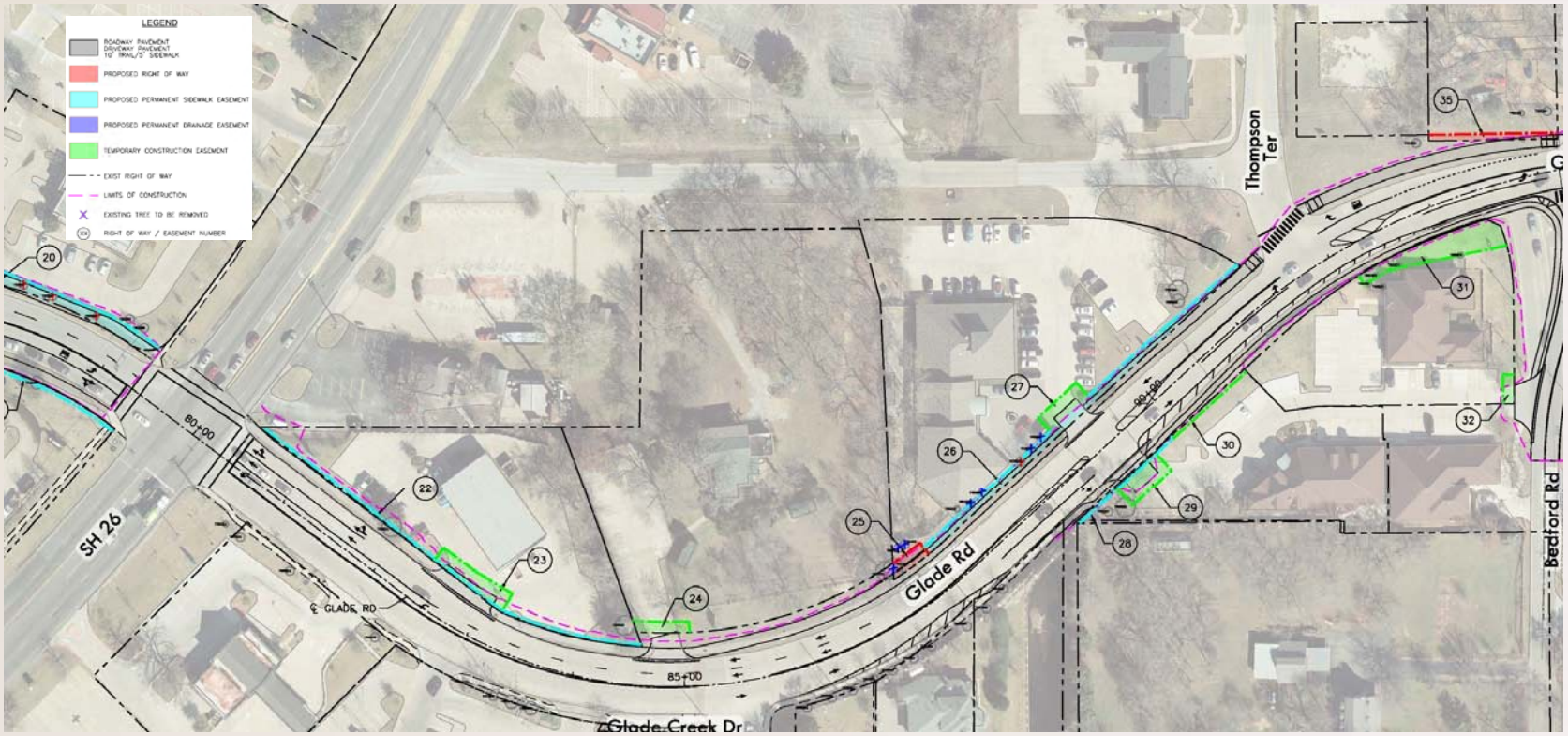
Phase 1 (Section 1B)



Proposed R-O-W	**0 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**6 Parcels**	Temporary construction easements	**6 Parcels**

Total number of trees to be impacted **7(4)**

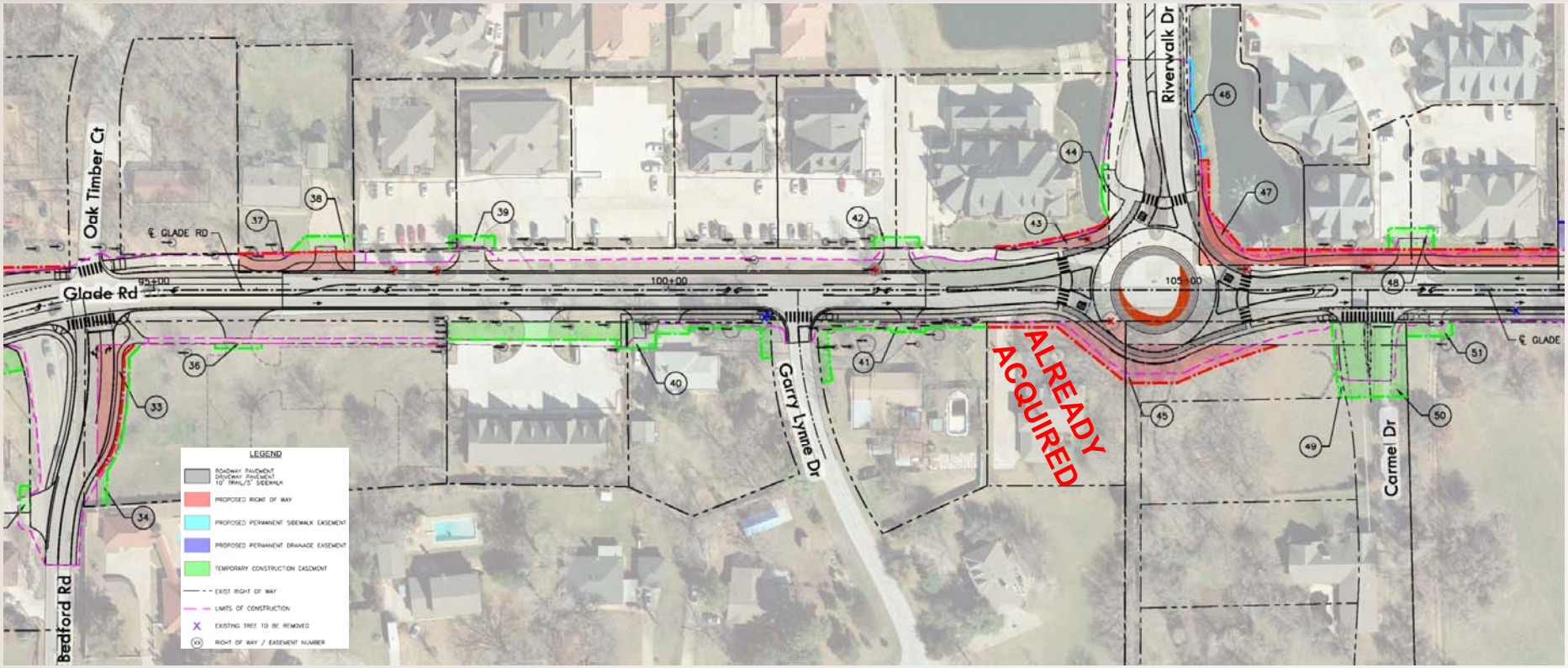
Phase 1 (Section 1C)



Proposed R-O-W	**2 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**3 Parcels**	Temporary construction easements	**6 Parcels**

Total number of trees impacted **8(7)**

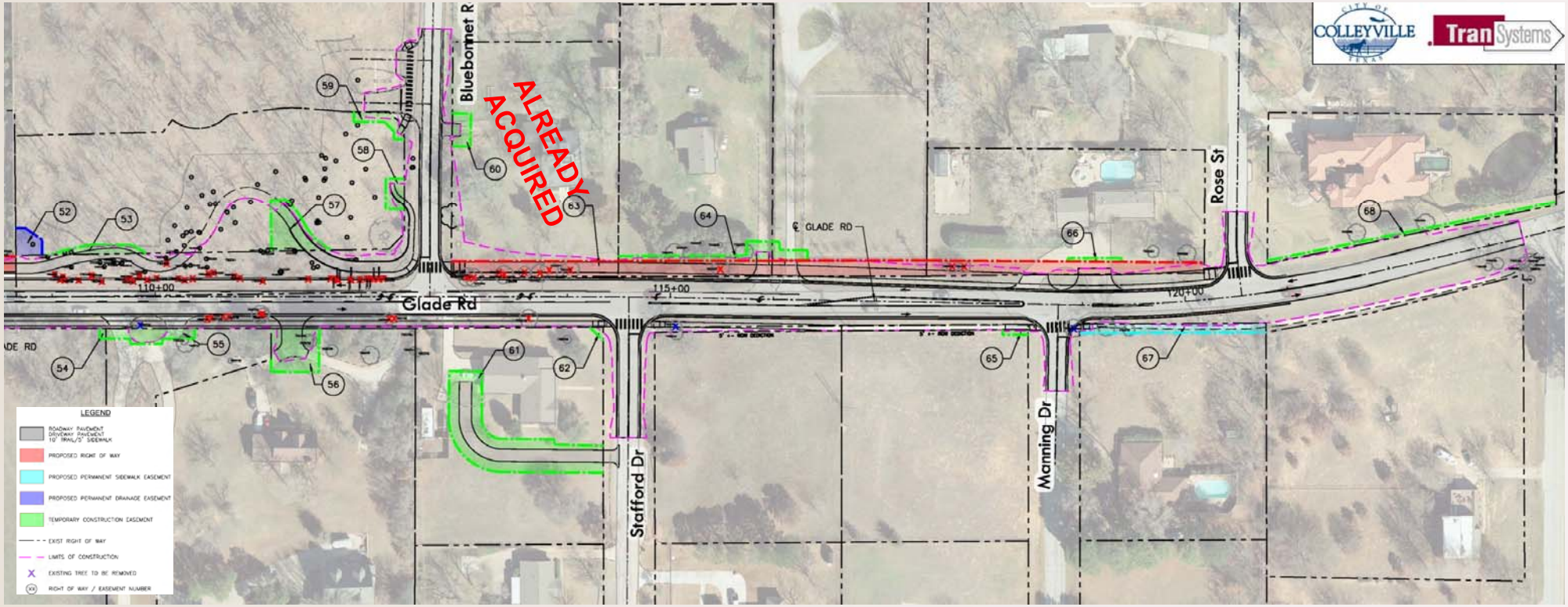
Phase 1 (Section 1D)



Proposed R-O-W	**7 Parcels**	Proposed drainage easements	**0 Parcels**
Proposed sidewalk easements	**1 Parcels**	Temporary construction easements	**15 Parcels**

Total number of trees impacted **10(3)**

Phase 1 (Section 1E)



Proposed R-O-W	**3 Parcels**	Proposed drainage easements	**1 Parcels**
Proposed sidewalk easements	**1 Parcels**	Temporary construction easements	**14 Parcels**

Total number of trees impacted **61(3)**

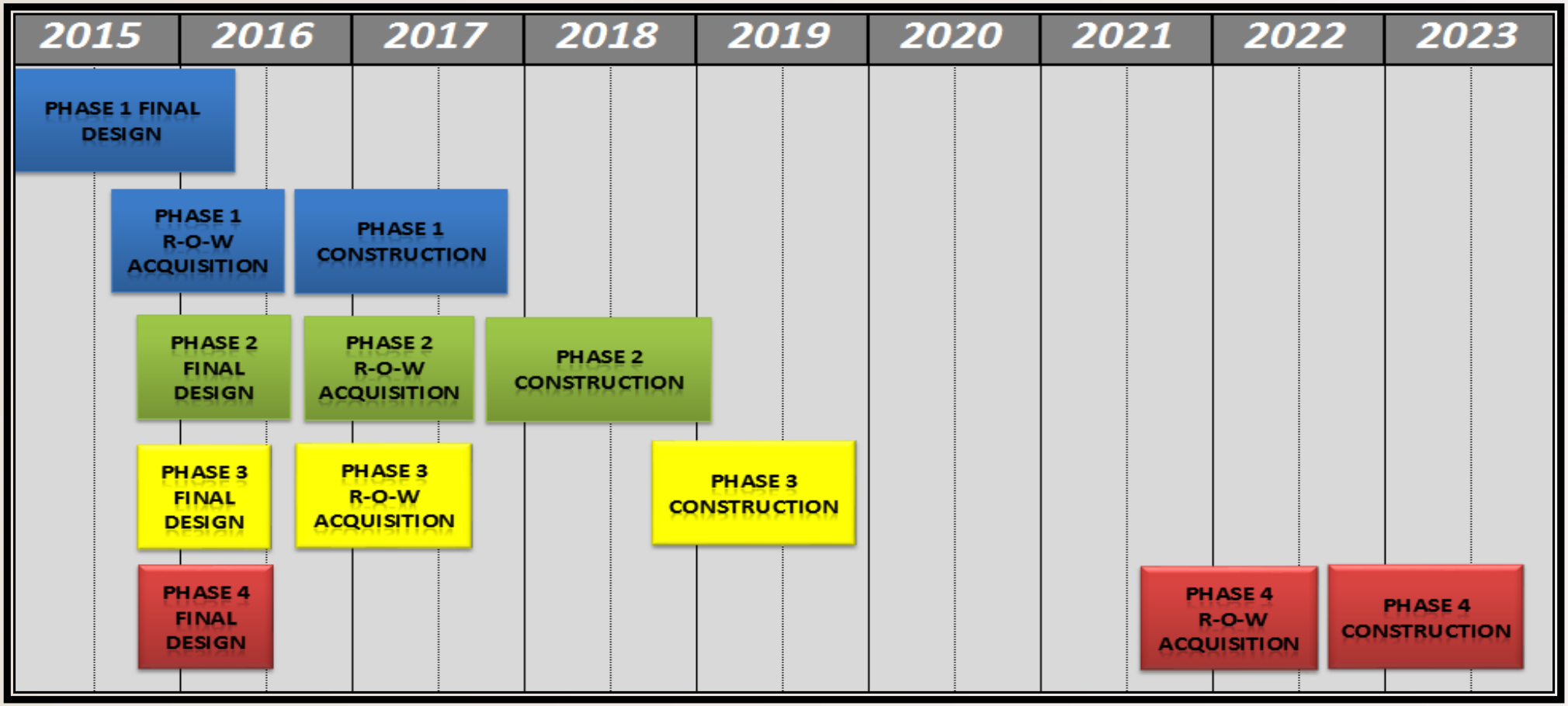
Phase 1 (Traffic Control Considerations)

- Construction Traffic - Optimum Balance
  - ***Limited closures that maximize construction activities, including:***
    - **Bransford Elementary –** Bransford Road and Glade Road Roundabout
    - **Glade Road -** Bluebonnet Drive and Glade Road Intersection
    - **Riverwalk Drive –** Riverwalk Drive and Glade Road Roundabout

Phase 1 (Construction Contract Strategies)

- Key Components
  - Bransford Road and Glade Road Roundabout
  - Bluebonnet Drive and Glade Road Intersection (vertical adjustment)
  - Riverwalk Drive and Glade Road Roundabout
- Incentives and Disincentives
- Best Value Contract
  - Contract Experience
  - Proposed Project Price
  - Project Team Resume
  - Schedule and Timelines
  - Written description of the contractors strategies to keep the project on schedule

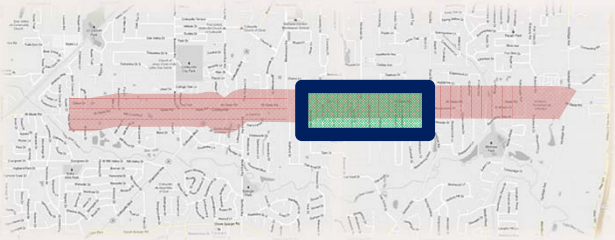
Current CIP Schedule



Phase 2 (Design Parameters)

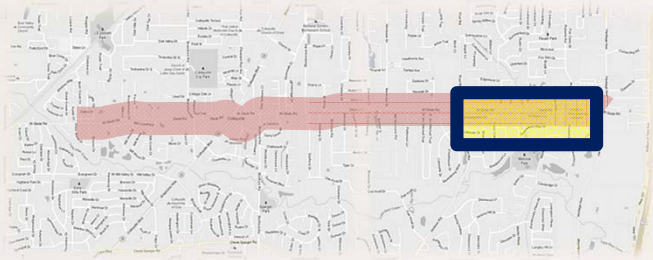
Design parameters to include the following:

- **Roadway Section**
  - Two-lane roadway with left-turn lanes at;
    - Continuous from Behrens Road to Chelsea Drive, Camelot Drive to Montclair Drive, Jim Mitchell Trail East to Summerbrook Drive.
    - Glade Road west bound left-turn lanes; Jim Mitchell Trail West and East Cranbrook Drive
    - Glade Road east bound left-turn lanes; Camelot Drive, Senior Center
- **Pedestrian Improvements**
  - 10 foot trail on the north side of the roadway
  - If needed - reduce trail width, minimum of 6 foot, to limit the various impacts (right-of-ways, trees, etc.)
  - Consider constructing the trail adjacent to the back of curb to reduce the possible various impacts (right-of-ways, trees, etc.)
  - 5 foot sidewalk on the south side of the roadway
- **Lighting**
  - Street lighting will be included at the intersections
  - Pedestrian low-level lighting to be included along the trail
- **Storm Drainage**
  - Curb and Gutter storm drainage
  - Utilize existing curb and gutter on south side of Glade Road (approximately 18%), where feasible



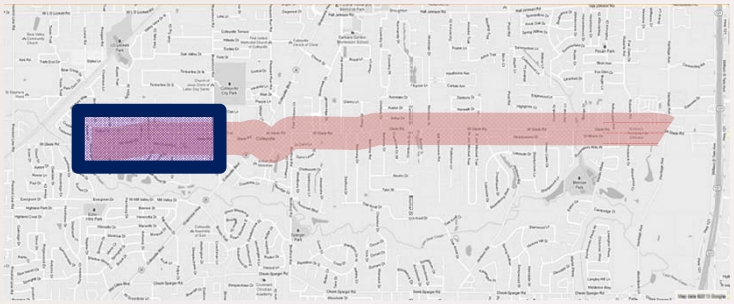
Phase 3 (Design Parameters)

Design parameters to include the following:



- **Roadway Section**
  - From Pool Road to Strathmore Terrace will be two lanes with raised curbed medians and left-turn lanes
  - From Roberts Road to Heritage Avenue on westbound lane to be added
  - Intersection of Glade Road and Prestwick Drive/Roberts Road to be adjusted to increase sight distances
  - Left-turn lanes at;
    - Glade Road west bound left-turn lanes; Green Oaks Drive and Melrose Park Drive
    - Glade Road east bound left-turn lanes; Overhill Drive and Strathmore Terrace
  - A southbound right-turn lane to be added to Roberts Road
- **Pedestrian Improvements**
  - 10 foot trail on the north side of the roadway
  - If needed - reduce trail width, minimum of 6 foot, to limit the various impacts (right-of-ways, trees, etc.)
  - 5 foot sidewalk on the south side of the roadway
- **Lighting**
  - Street lighting will be included at the intersections
  - Pedestrian low-level lighting to be included along the trail
- **Storm Drainage**
  - Curb and Gutter storm drainage
  - Utilize existing curb and gutter on south side of Glade Road (approximately 90%), where feasible

Phase 4 (Design Parameters)



Design parameters to include the following:

- **Roadway Section**
  - From western City limits to Bransford Road will be two-lane roadway with left-turn lanes at;
    - Continuous from River Bend Drive to Bear Creek Dive
    - Glade Road west bound left-turn lanes; Clear Fork Drive, Mill View Drive, Mill Creek Drive
    - Glade Road east bound left-turn lanes; Rockrimmon Court
- **Pedestrian Improvements**
  - 10 foot trail on the north side of the roadway
  - If needed - reduce trail width, minimum of 6 foot, to limit the various impacts (right-of-ways, trees, etc.)
  - 5 foot sidewalk on the south side of the roadway
- **Lighting**
  - Street lighting will be included at the intersections
  - Pedestrian low-level lighting to be included along the trail
- **Storm Drainage**
  - Curb and Gutter storm drainage
  - Culver replacement or modification between Clear Fork Drive and Rockrimmon Court
  - Utilize existing infrastructure, where feasible
- **Coordination with the City of Hurst**

Phase 2, 3, & 4

- The final design of Phase 2, 3 and 4 of the Glade Road Corridor Project are included in the current Capital Improvement Plan to begin this year

- Staff is working with the design consultant to finalize the scope of services for the final design of phase 2, 3, and 4

- Once the scope of services and the professional services agreement are ready they will be placed on an upcoming City Council meeting agenda

Questions and Discussion

Glade Road Phase 1

(Bransford Road and Glade Road Intersection)

Pre Council Meeting

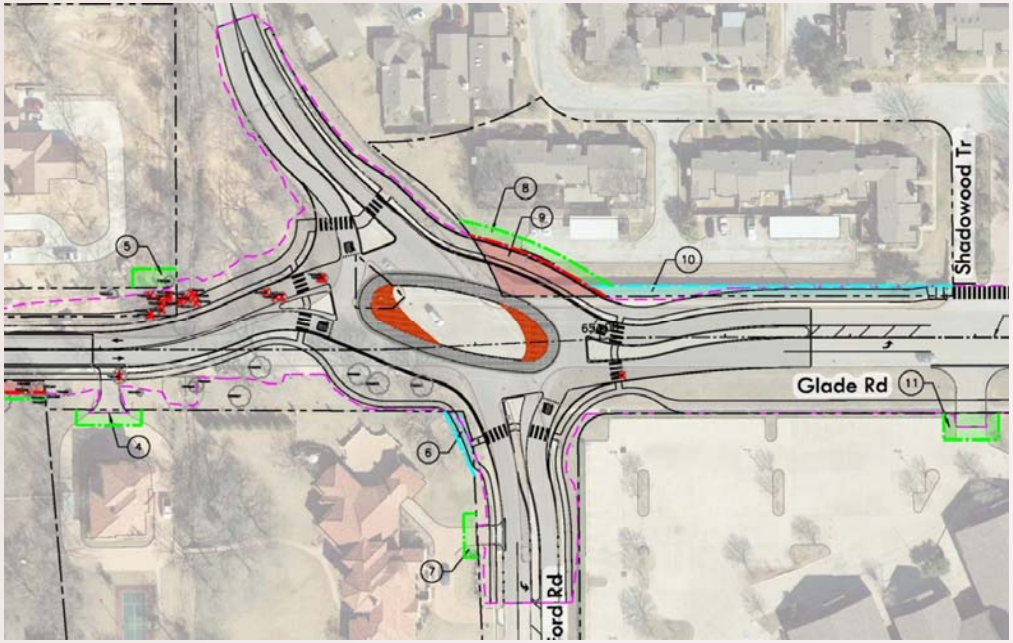
December 15, 2015

Project Update

October 20, 2015 Pre Council Meeting

- Presented the first draft set of plans for Glade Road Phase I (Bransford to Manning Drive)

- The City Council had several questions and had a lengthy discussion on the proposed roundabout at the intersection of Bransford Road and Glade Road



Glade Road at Bransford Road

Intersection control options considered

- Stop Control - 4-way stop
- Traffic Signal
- Roundabout

Stop Control

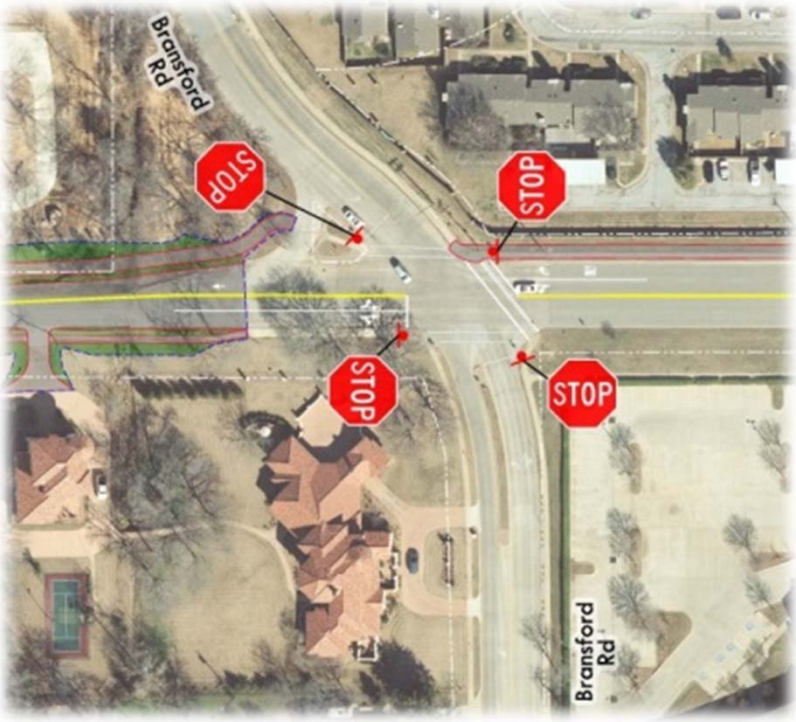
Traffic Signal

Roundabout

EXPERIENCE | Transportation

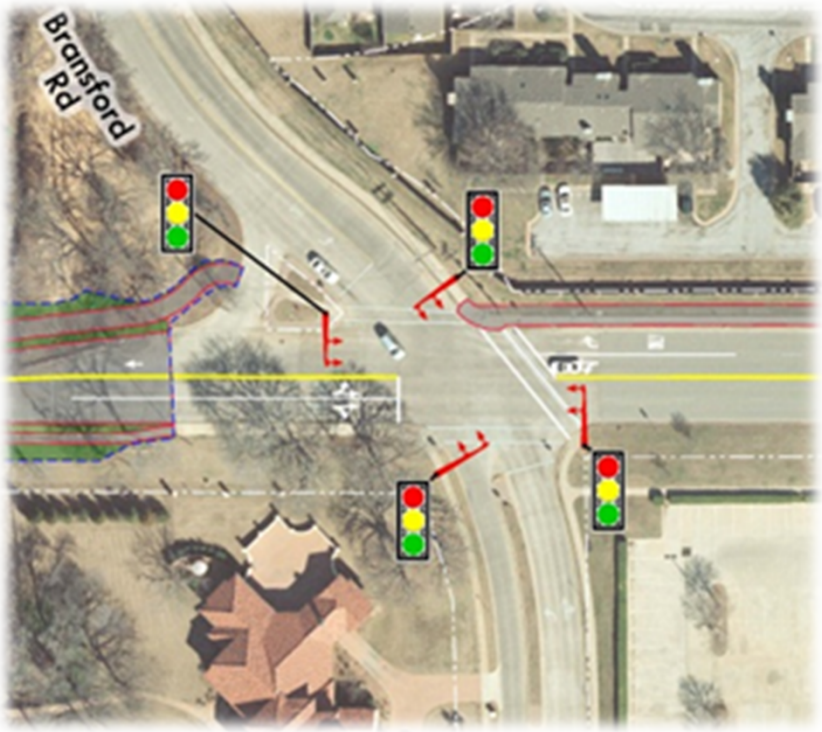
GLADE ROAD PROJECT

Stop Sign Controlled



- Currently the method in place
- Used to assign right-of way to traffic
- Effective at low-volume intersections, particularly with low volumes on the side streets
- Was the second preferred option based on public input (19.3%)

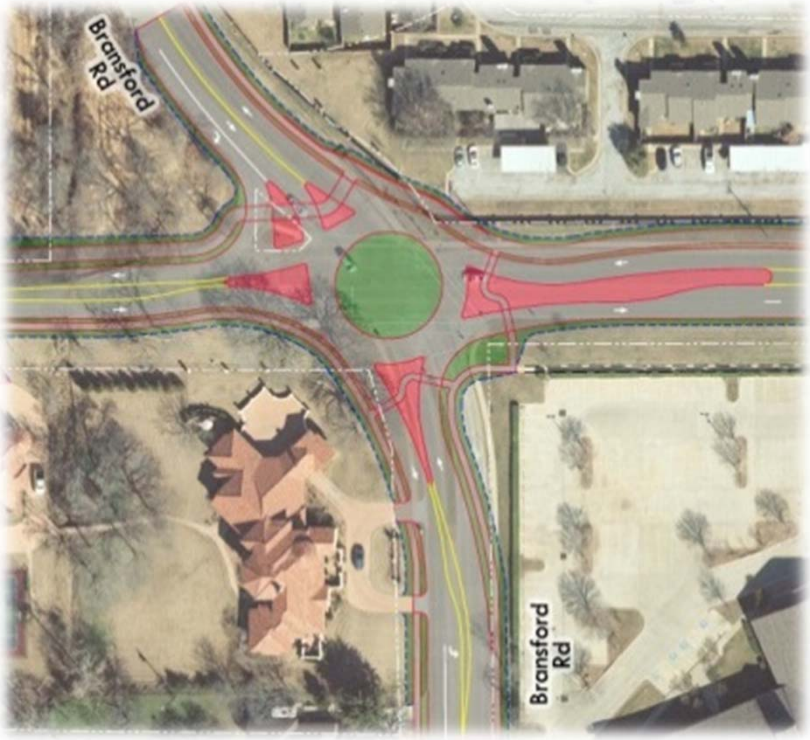
Traffic Signal Controlled



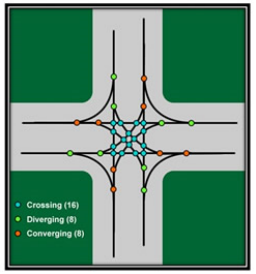
- Estimated cost of $150,000 to $250,000 for installation
- Long-term maintenance costs
- Used to assign right-of way to traffic
- Provides gaps in traffic
- Can Increase delay
- Was the third preferred option based on public input (15.1%)
- The intersection does not have the traffic volume to warrant the installation of a signal *(8-hr 4-hr and peak hour were considered in accordance with the Texas Manual of Uniform Traffic Control Devices)*

GLADE ROAD PROJECT

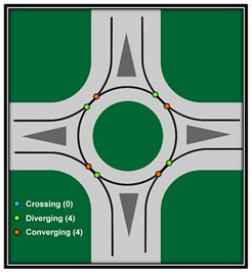
Roundabout



- Most expensive to construct (around $1 million)
- Requires significantly more right-of-way
- Reduced overall delays
- Increased capacity over stop controlled intersection
- Reduced gaps in traffic
- Reduced number of conflict points
- Was the preferred option based on public input (65.6%)



32 conflict points



8 conflict points

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GLADE ROAD PROJECT

Capacity Analyses Results

Traffic Control	Time Period	Eastbound		Westbound		Northbound		Southbound	
		Delay	LOS	Delay	LOS	Delay	LOS	Delay	LOS
All-Way Stop (Existing Condition)	AM	15.3	C	12.6	B	11.2	B	13.1	B
	PM	13.9	B	43.2	E	13.9	B	14.9	B
Traffic Signal (Not warranted)	AM	13.8	B	17.3	B	15.7	B	16.4	B
	PM	19.5	B	17.4	B	16.9	B	16.4	B
Roundabout (Single Lane)	AM	19.5	C	6.5	A	8.5	A	6.9	A
	PM	7.3	A	20.9	C	8.2	A	12.5	B

Colored cells represent an increase or decrease in the delay for the approach in comparison to the current intersection (not necessarily a change in the LOS)

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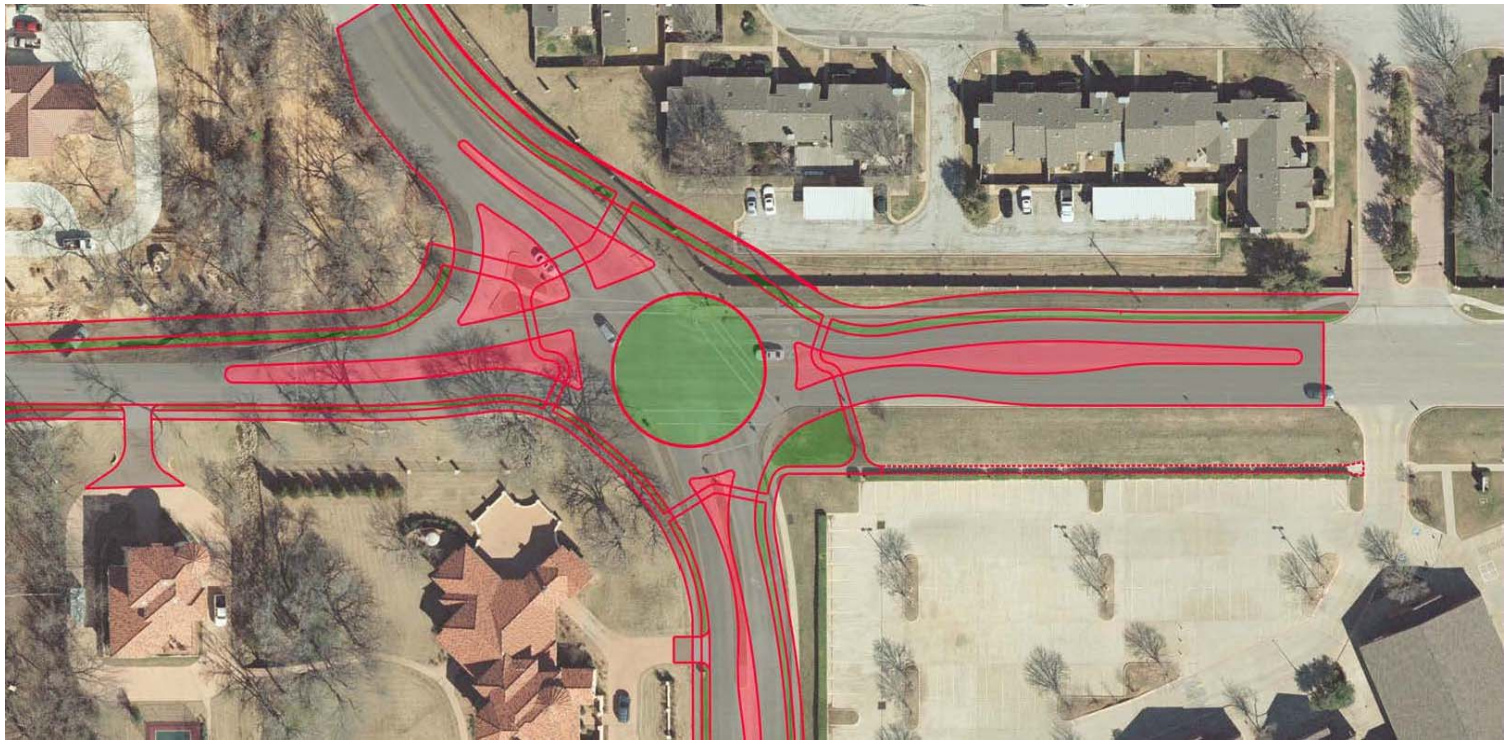
GLADE ROAD PROJECT

Typical Roundabout



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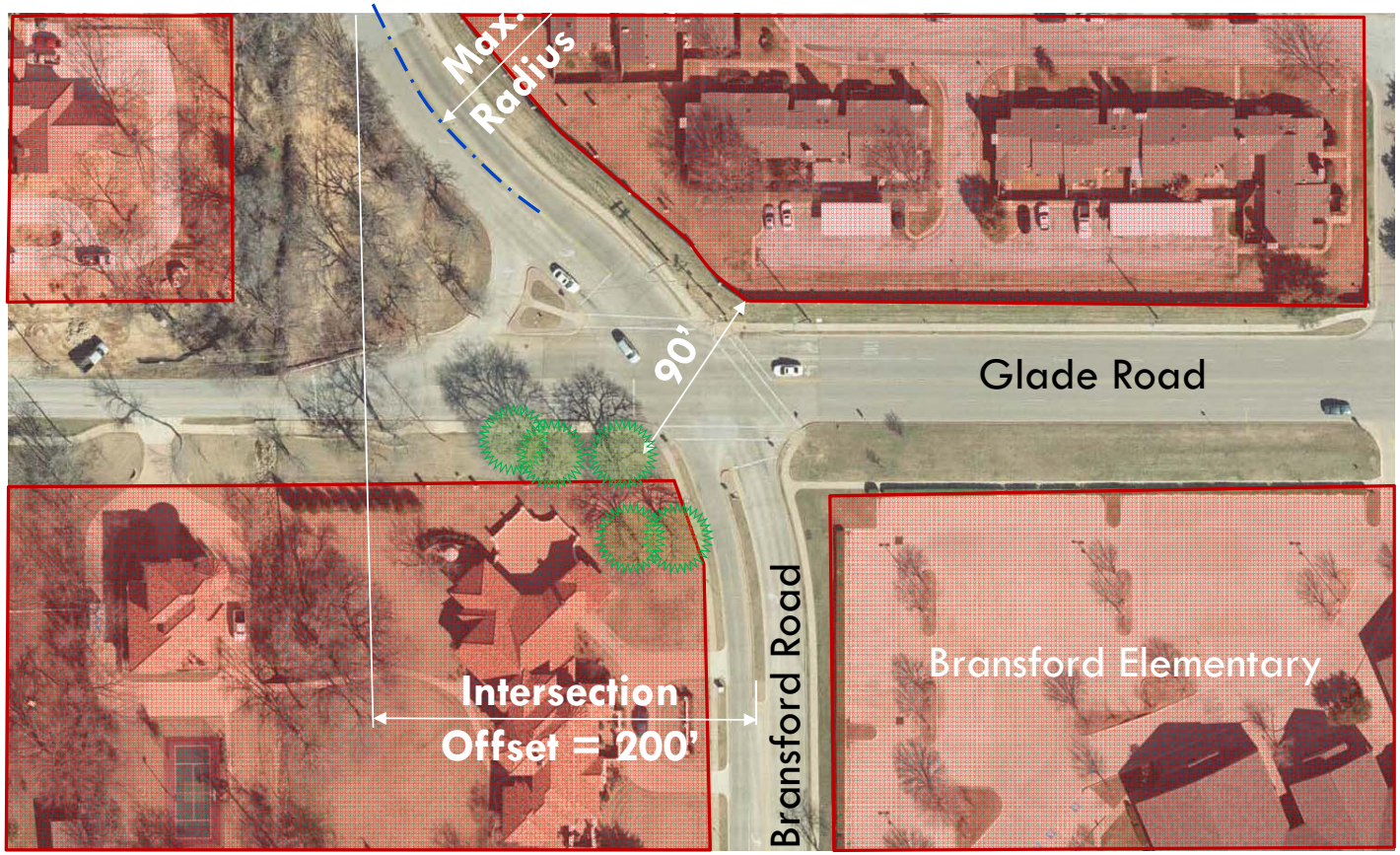
GLADE ROAD PROJECT

Intersection Constraints



Constraints Legend

Mature Tree

Private Property

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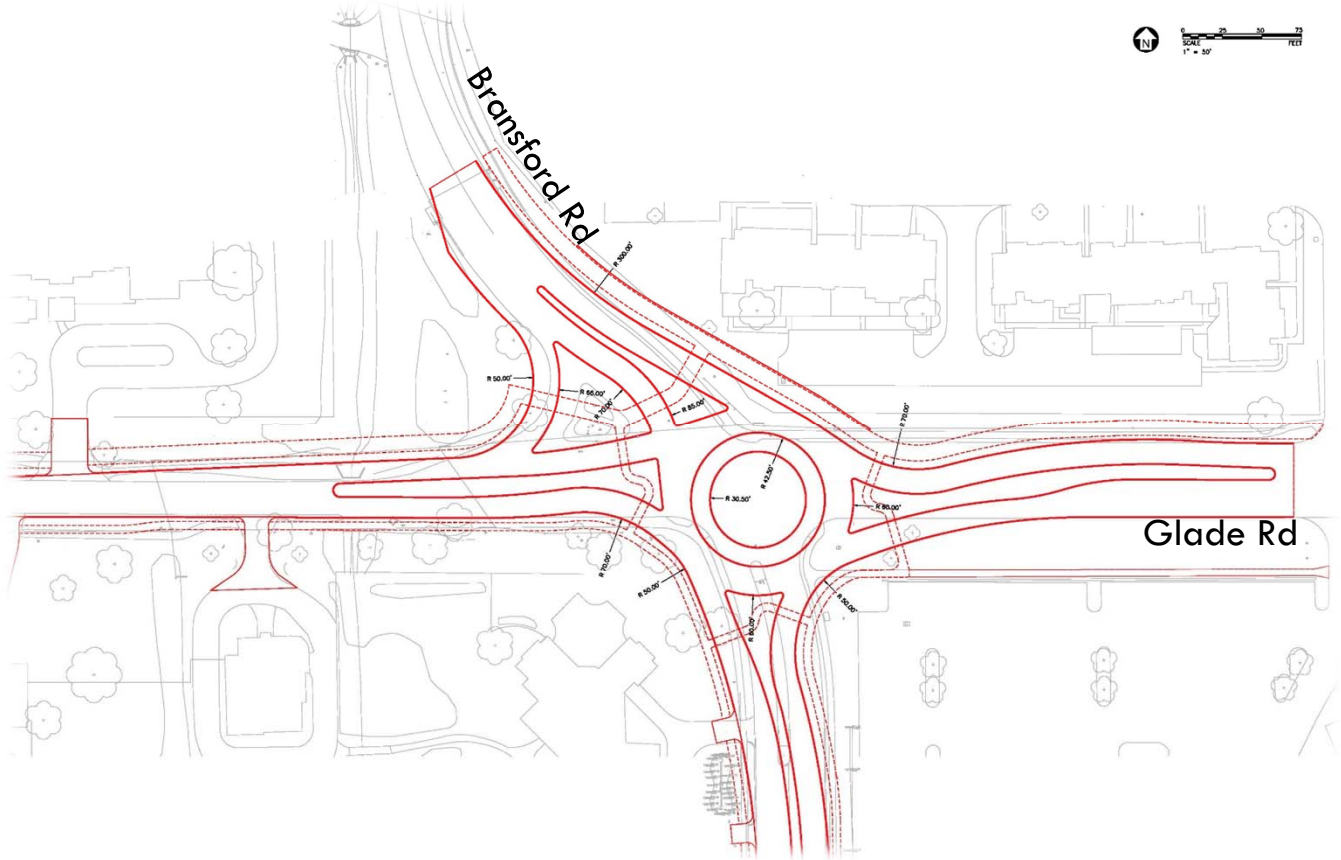
GLADE ROAD PROJECT

Initial Layout

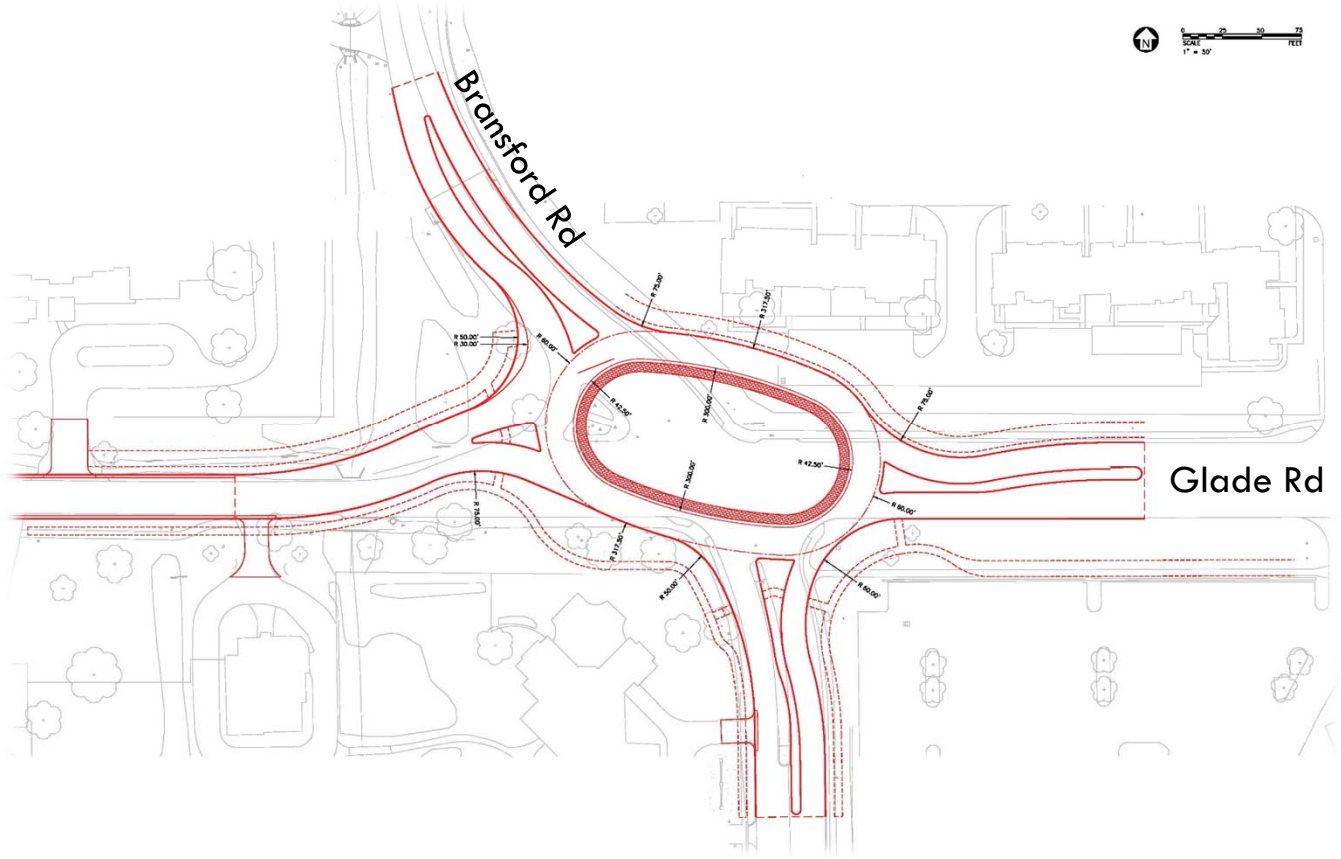


Considerations

- Right-of-way needed at northeast corner and southwest corner
- Requires the removal of the mature trees located at the southwest corner
- Skew of intersection requires increased roundabout diameter
- WB-NB and SB exit speeds higher than preferred

EXPERIENCE | Transportation

Iteration A

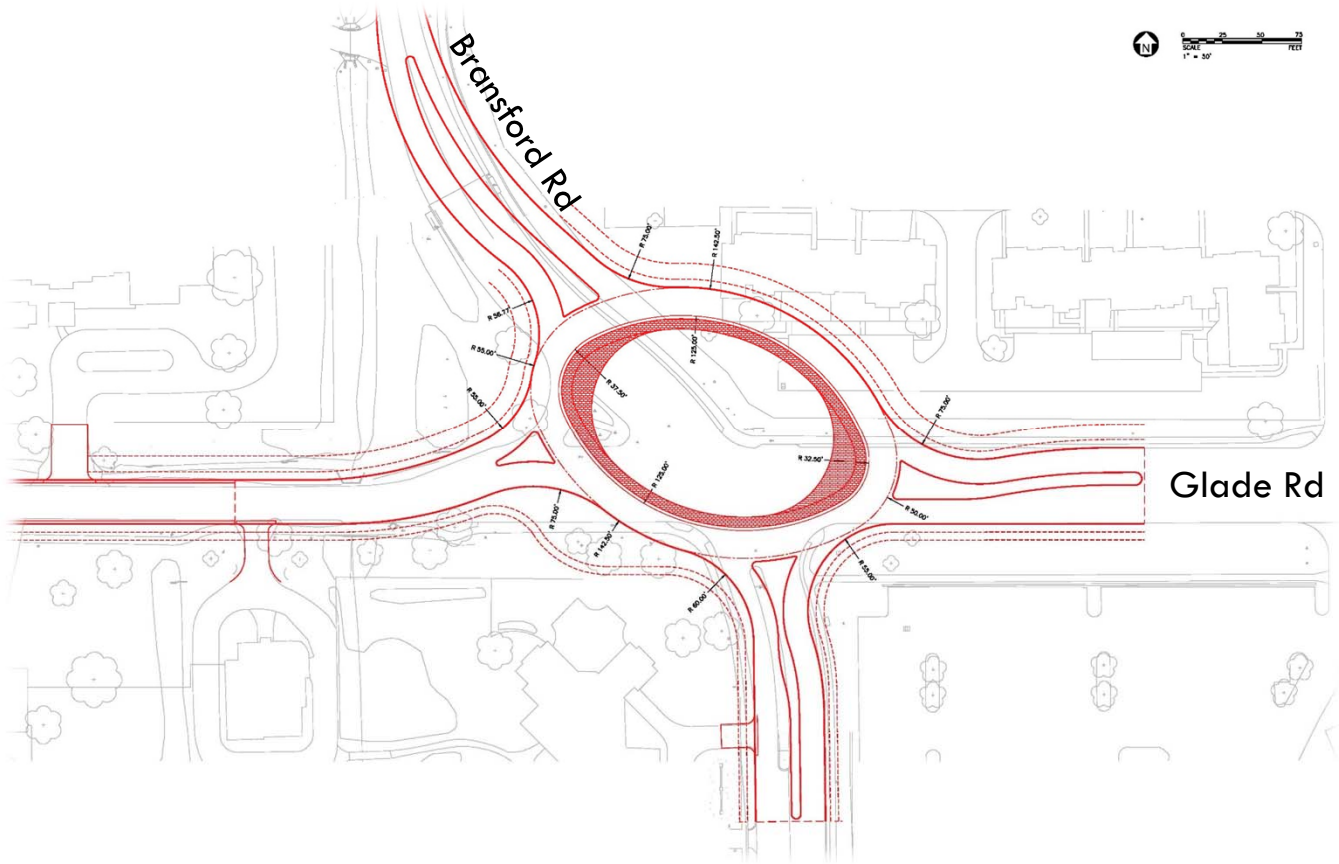


Considerations

- Right-of-way needed at northeast corner (encroaches into the structure) and northwest corner
- Does not require the removal of the mature trees located at the southwest corner
- Large center island
- Would require separate SB right-turn

GLADE ROAD PROJECT

Iteration B

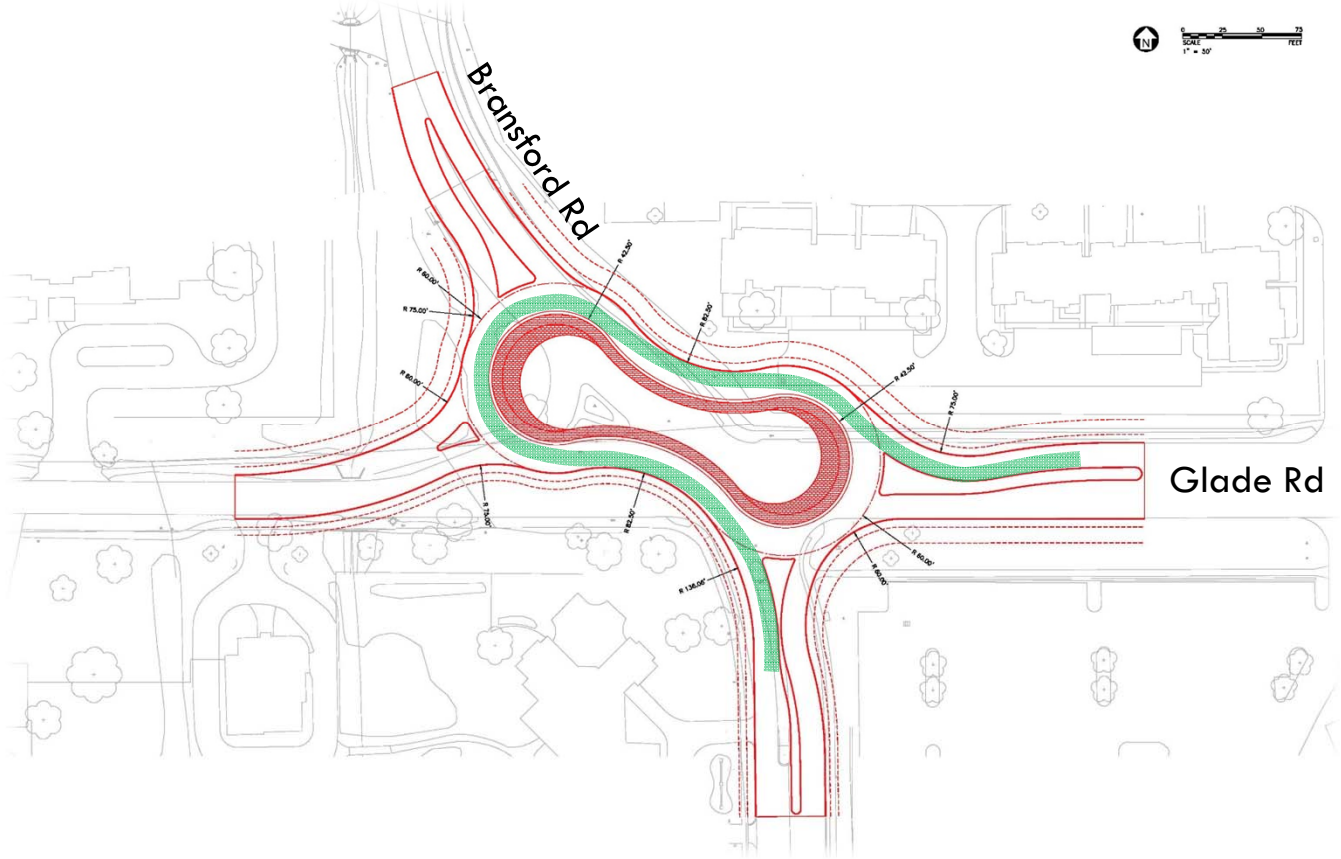


Considerations

- Right-of-way needed at northeast corner (encroaches into the structure) and northwest corner
- Does not require removal of the mature trees located at the southwest corner
- Good approach paths
- Large center island

EXPERIENCE | Transportation

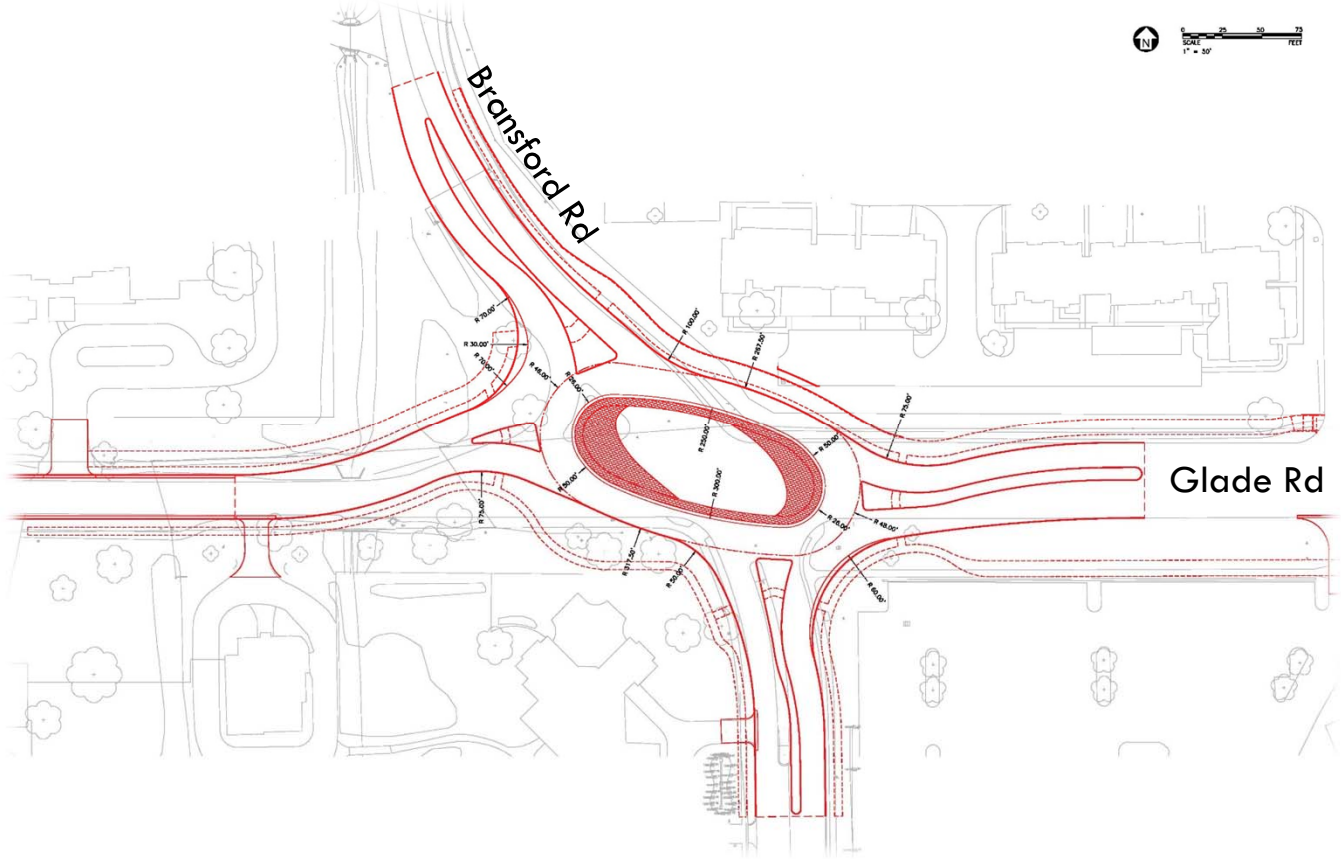
Iteration C



Considerations

- Right-of-way needed at northeast corner and northwest corner
- Does not require the removal of the mature trees located at the southwest corner
- Excessive steering required
- Good approach paths
- Good speed control

Iteration D

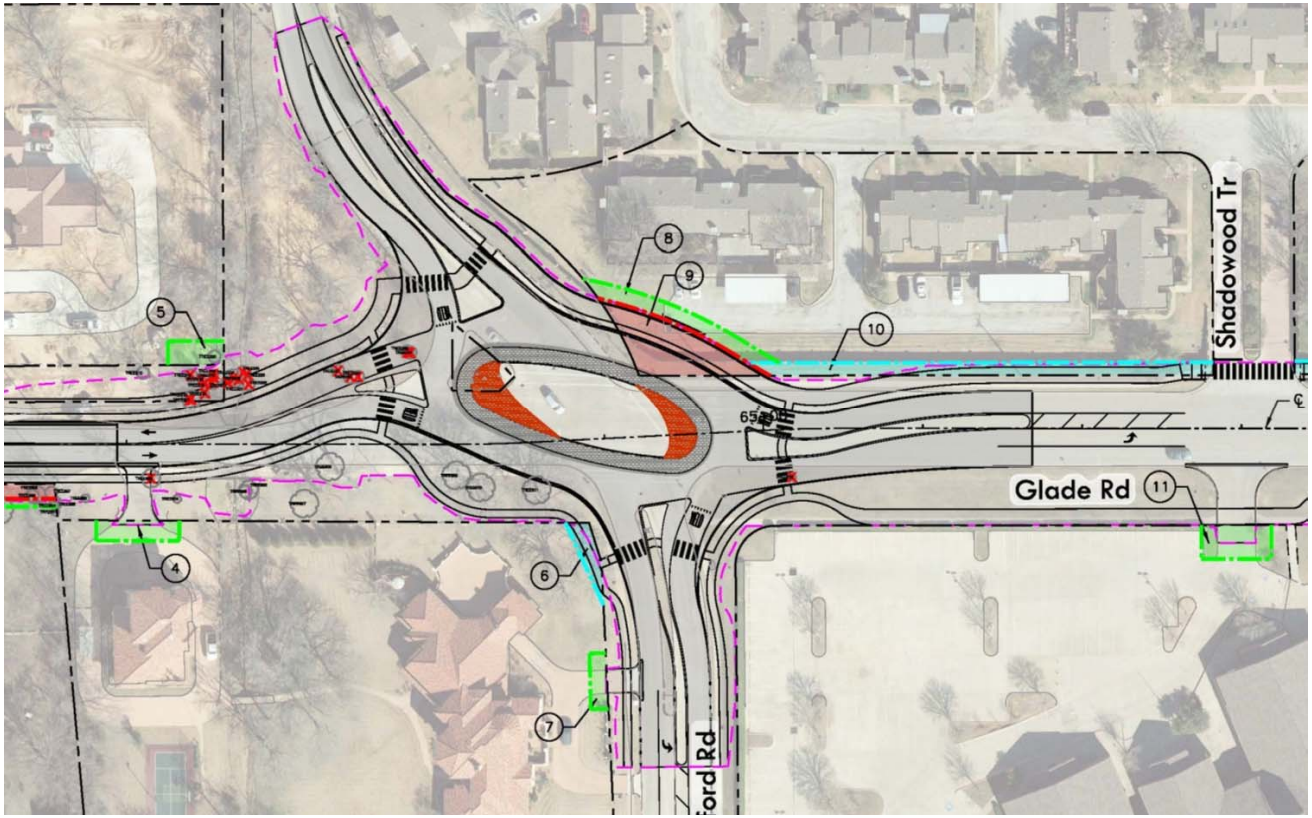


Considerations

- Right-of-way needed at northeast corner only
- Does not require the removal of the mature trees located at the southwest corner
- Fastest path higher than preferred
- WB-NB and EB-SB speeds are higher than preferred
- Difficult turning for large vehicles

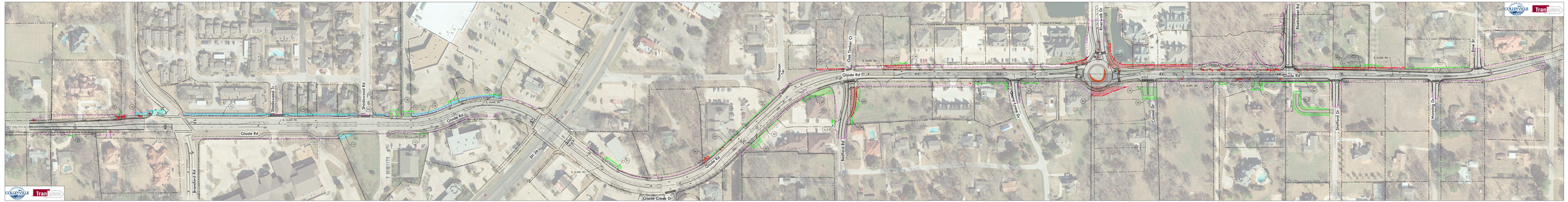
GLADE ROAD PROJECT

Current Roundabout Design



EXPERIENCE | Transportation

Questions and Discussion


Glade Rd
Bonniford Rd
Shadowood Ln
Shadowood Rd
Glade Rd
E GLADE RD
SR 59
Glade Rd
E GLADE RD
Glade Creek Dr
Thompson
Cole Timber Ct
Glade Rd
Bedford Rd
Old Town Lakes
Riverwalk Dr
Glade Rd
E GLADE RD
Carmel Dr
Bunnycreek Rd
Glade Rd
E GLADE RD
Stafford Dr
Morning Dr
Rose Dr

City of Colleyville
City Council
Agenda Briefing

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

Agenda Number PC-2 **Agenda Date** 04/19/2016
Type Pre Council
Department Public Works

Title
Presentation and update on the SH26 Phase II Reconstruction Project

Strategy Map Connection
F2- Invest to provide and maintain high quality public assets

Explanation
Staff will present an update on the SH26 Phase II reconstruction project. The presentation will include two main topics. The first being an update on the progress of the Community Outreach Action Plan, which will be presented by SH26 Coordinator James Hubbard. The second topic will be the proposed Advance Funding Agreements (AFAs).

The AFAs are written contracts which must be executed between the Texas Department of Transportation (TxDOT) and the local government in order for TxDOT to spend funds or other resources on a transportation project. The AFA is the agreement under which TxDOT and the local government allocate funding participation and designate the respective responsibilities in a transportation improvement project. The AFA allows TxDOT and the local government to "jointly" provide for the implementation of a specific project.

There will be two separate AFAs as the SH26 Phase II reconstruction project includes two projects which are being constructed simultaneously. TxDOT recognizes this project as two separate projects which include 1.) the section between John McCain Road and Hall-Johnson Road, and 2.) the section between Hall-Johnson Road and Brown Trail. The proposed AFAs have identified a total additional funding commitment need from the City of Colleyville in an amount that is $336,184 above the original commitment, which was established in the Memorandum of Understanding, approved by attached Resolution R-15-3936 on December 1, 2015.

The AFAs are written contracts which must be executed between the Texas Department of Transportation (TxDOT) and the local government in order for TxDOT to spend funds or other resources on a transportation project. The AFA is the agreement under which TxDOT and the local government allocate funding participation and designate the respective responsibilities in a transportation improvement project. The AFA allows TxDOT and the local government to "jointly" provide for the implementation of a specific project.

The additional funding commitment need is detailed as the following:

- The low bid for the project was over the allocated funding, requiring all participating partners to provide additional funding, with the exception of Tarrant County which had a not to exceed funding commitment.

- The City of Colleyville included the project enhancements (trails and sidewalks, landscaping, stamped concrete crosswalks, black powder coated signal poles, backlit street signs, extra bridge railing, corridor lighting foundations) with the base reconstruction project, which created an overall cost increase to the base project, but ultimately resulted in a significant savings to the City of Colleyville. If the enhancements were not included with the base project, they would have had to be been done after the project completion, or be included as change orders to the contract, which would have greatly increased the cost to the City of Colleyville.

Attachments

1. SH26 Phase II Update Presentation
2. Resolution R-15-3936

SH26
Phase II Update
(John McCain to Brown Trail)

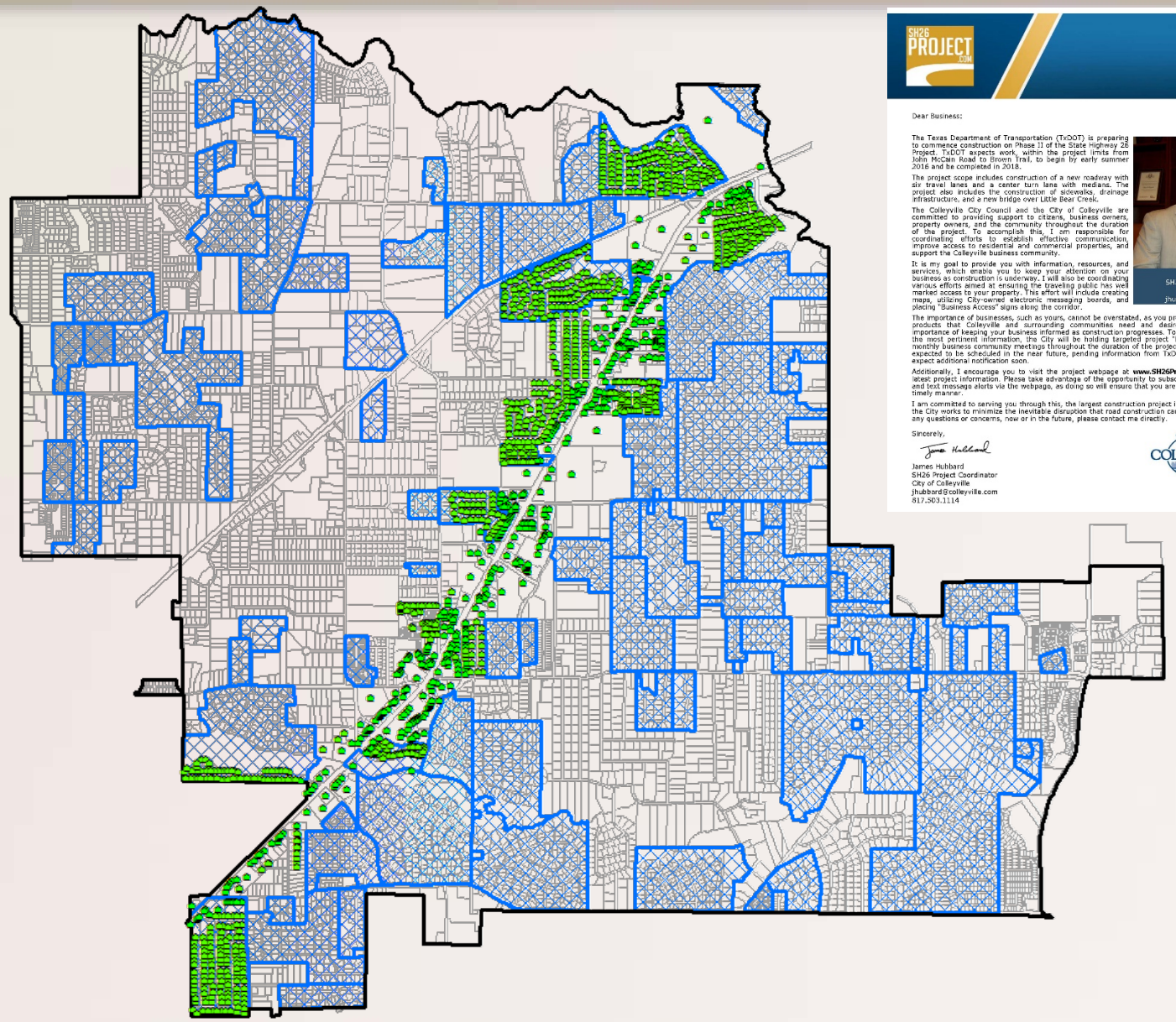
Pre Council Meeting
April 19, 2016

Communication

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

Initial Mailing

Recipient Group	#
Residences	944
Businesses	555
Property Owners	418
HOAs	81
GCISD	25
Clubs/Organizations	8
Total	**2,031**



SH26 PROJECT.COM

Dear Business:

The Texas Department of Transportation (TxDOT) is preparing to commence construction on Phase II of the State Highway 26 Project. TxDOT expects work, within the project limits from John McCain Road to Brown Trail, to begin by early summer 2016 and be completed in 2018.

The project scope includes construction of a new roadway with six travel lanes and a center turn lane with medians. The project also includes the construction of sidewalks, drainage infrastructure, and a new bridge over Little Bear Creek.

The Colleyville City Council and the City of Colleyville are committed to providing support to citizens, business owners, property owners, and the community throughout the duration of the project. To accomplish this, I am responsible for coordinating efforts to establish effective communication, improve access to residential and commercial properties, and support the Colleyville business community.

It is my goal to provide you with information, resources, and services, which enable you to keep your attention on your business as construction is underway. I will also be coordinating various efforts aimed at ensuring the traveling public has well marked access to your property. This effort will include creating maps, utilizing City-owned electronic messaging boards, and placing "Business Access" signs along the corridor.

The importance of businesses, such as yours, cannot be overstated, as you provide the services and products that Colleyville and surrounding communities need and desire. I understand the importance of keeping your business informed as construction progresses. To ensure that you have the most pertinent information, the City will be holding targeted project "kickoff" meetings and monthly business community meetings throughout the duration of the project. These meetings are expected to be scheduled in the near future, pending information from TxDOT. Therefore, please expect additional notification soon.

Additionally, I encourage you to visit the project webpage at **www.SH26Project.com** to find the latest project information. Please take advantage of the opportunity to subscribe to project emails and text message alerts via the webpage, as doing so will ensure that you are aware of updates in a timely manner.

I am committed to serving you through this, the largest construction project in the city's history, as the City works to minimize the inevitable disruption that road construction causes. Should you have any questions or concerns, now or in the future, please contact me directly.

Sincerely,

James Hubbard
SH26 Project Coordinator
City of Colleyville
jhubbard@colleyville.com
817.503.1114

James Hubbard
SH26 Project Coordinator
817.503.1114
jhubbard@colleyville.com

Webpage Modifications

Subscriber Alerts

SH 26 RECONSTRUCTION

SH26 PROJECT.COM

SH26 Reconstruction

- SH 26 Project Home
- Sign up for Email and Text Updates
- SH 26 Project Overview
- SH 26 Project Contact
- SH 26 Project FAQs

Receive Updates About SH 26 Reconstruction

To receive news and information on State Highway 26 reconstruction efforts, please provide the following information:

Phone Number

Email Address

Send

City of Colleyville | 100 Main Street, Colleyville, Texas 76034 | 817-503-1000 | Contact the city

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Home | Citizens | Business | Visitors | Government | Departments | Site Map

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Employee Intranet

Outreach Meetings

State Highway 26 Phase II

Tara Homeowners Association Meeting
April 7, 2016

Project Overview

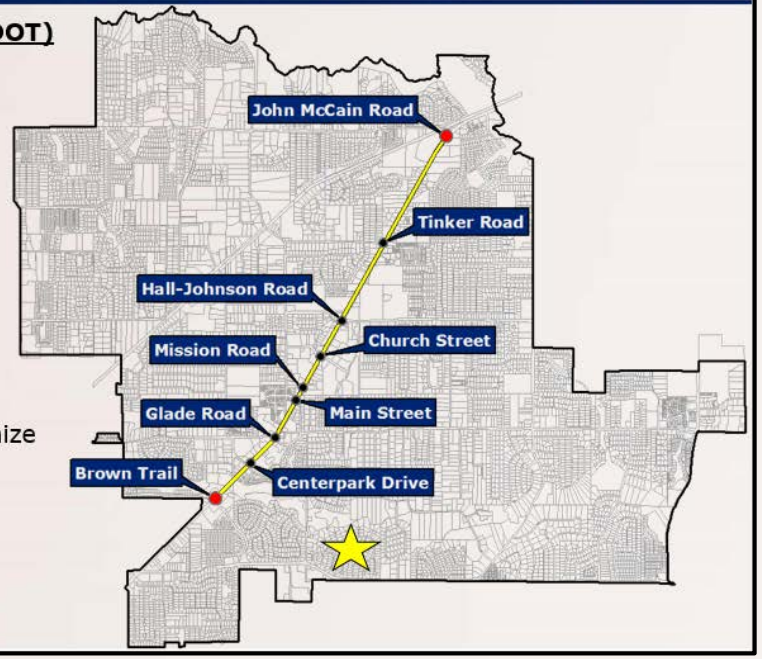
Texas Department of Transportation Project (TxDOT)

Limits
- John McCain Road to Brown Trail

Design
- Six-lane roadway with raised curbed medians
- Landscaped medians
- Enhanced crosswalks
- Sidewalks on both sides of the highway
- Realignment of Tinker Road and Oak Pointe Drive
- Reconstructed bridge over Little Bear Creek

Traffic Impact
- Lane closures are limited to off-peak hours to minimize the impact on weekday commutes

Duration (TxDOT Contract)
- 555 construction days (approximately 2.2 years)



Targeted Kickoff Meetings

Who: Residents and businesses within 500’ of SH26

What: Project kickoff meetings

When: Following the pre-construction meeting (3-5 meetings)

Where: Colleyville Public Library

Why: To ensure those closest to the project are informed and heard

Coordination with TxDOT

A - Z Site Index | Contact Us | Español

TEXAS DEPARTMENT OF TRANSPORTATION

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Get Involved | Media Center | Projects | Forms & Publications | Administration | Districts | Divisions | Offices

Projects

- Project Tracker
- 100 Congested Roadways
- Prop 12
- Planned Projects (Rider 14J)
- Status Reports (Rider 19)
- Stimulus Funding
- Projects & Studies
- Project Websites
- Transportation Expenditure Reporting System

Page Options

SH 26 Colleyville

Home > Inside TxDOT > Projects > Projects & Studies > Fort Worth District

The SH 26 Phase II reconstruction project in Colleyville from John McCain Road to Brown Trail will begin in Spring 2016. The 4-mile TxDOT project will widen the roadway to three lanes in each direction and includes raised curb medians to enhance safety. The cost is approximately $33.5 million and completion is estimated for 2018.

The SH 26 Phase I reconstruction in Colleyville from Brumlow Avenue/Pool Road to John McCain Road reached final completion in early 2016. The $11.4 million SH 26 Phase I project widened the roadway to three lanes in each direction with raised curb medians and left-turn bays.

The SH 26 project from Interstate 820 to Brown Trail in North Richland Hills and Hurst is in development and is currently unfunded.

Other Information

- City of Colleyville

Contact Us

North Tarrant County Area Engineer
2501 Euless Boulevard
Fort Worth, TX 76040
Phone: (817) 399-4300

TxDOT Project Webpage

SH 26 Project

The SH 26/Colleyville Boulevard project plans to improve mobility on Colleyville's main commercial corridor, while enhancing an important north/south route through Northeast Tarrant County.

Project Scope

John McCain Road to Brown Trail

- Construction is expected to start in spring 2016, with an estimated completion in 2018
- Widen the roadway to six lanes with curbed medians, continuous sidewalks, and upgraded signal systems
- Lane closures limited to off-peak travel times to lessen traffic impact
- Manage access to properties along the roadway throughout the project
- Financial incentives for early completion and financial penalties for unwarranted delays

Mobility Improvements

Construction will include curbed medians with designated left-turn bays in the center of the roadway to improve mobility and safety.

Other mobility improvements include:

- Three lanes of traffic in both directions
- Improved intersections and signals
- Continuous sidewalks

SH 26 Phase I from Pool Avenue/Brumlow Road to John McCain Road was completed in early 2016.

Stay Informed

Sign up for e-alerts
sh26mobility@gmail.com

Stephen E. Ranft
Mobility Coordinator
817-462-0520

North Central Texas Council of Governments

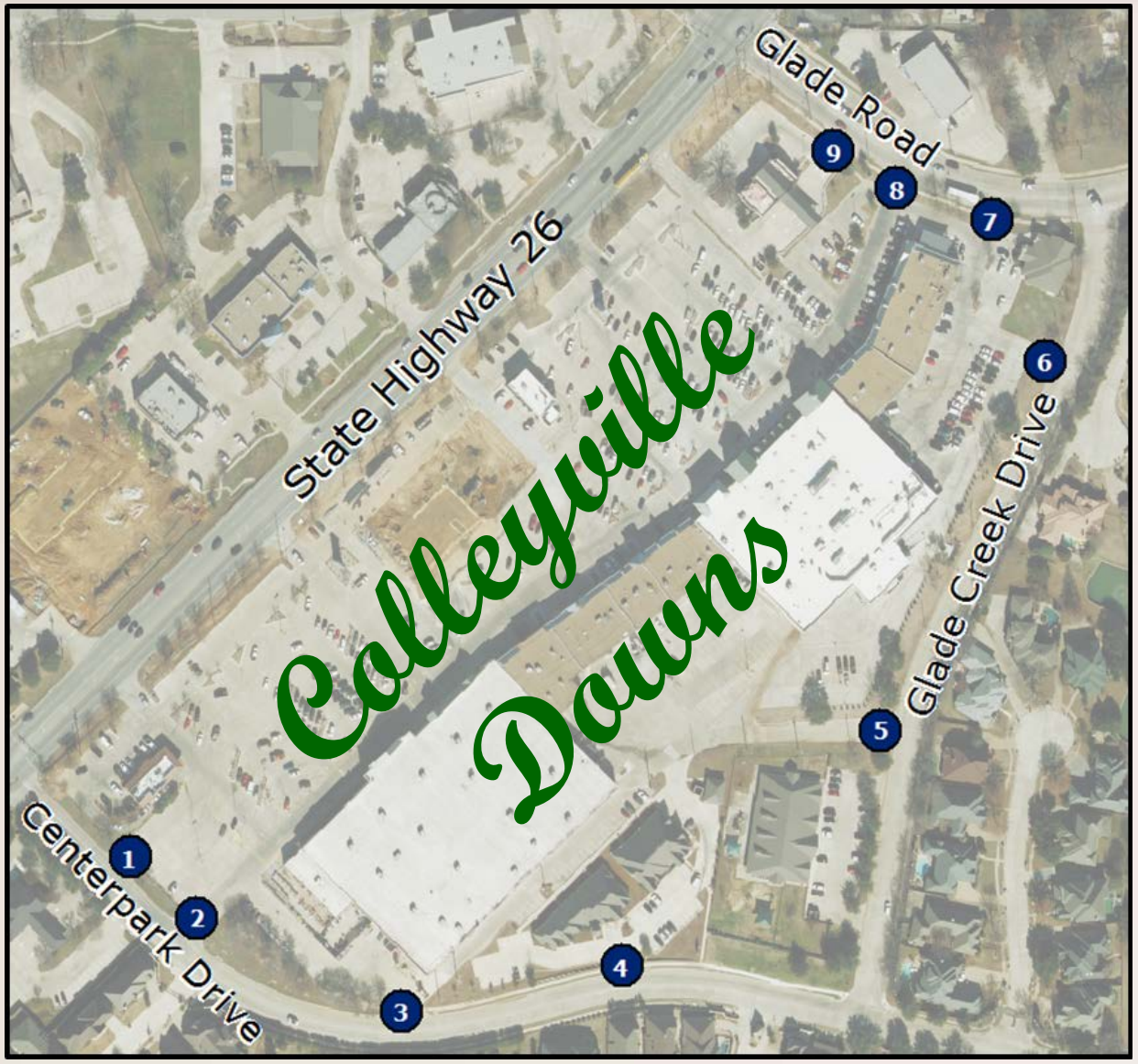
Texas Department of Transportation

TxDOT Project Handout

Mobility

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

Commercial Access



Business Support

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

Site Visits and Meetings

Site Visits

Business Owner/Operator Meetings

Vehicle Magnets

Standard City Vehicles
Approx. 8” X 18”

Public Safety Vehicles
Approx. 5” X 12”

Advance Funding Agreement

- An Advance Funding Agreement (AFA) is a written contract that must be executed between TxDOT and the local government in order for TxDOT to spend funds or other resources on a transportation project

- An AFA is the agreement under which TxDOT and the local government allocate funding participation and designate the respective responsibilities in a transportation improvement project

- An AFA allows TxDOT and the local government to “jointly” provide for the implementation of a specific project

Memorandum of Understanding

- The Memorandum of Understanding (MOU) approved on December 1, 2015 by Resolution R-15-3936:
  - Identifies a total amount of funding of $31,848,898 from various sources
  - Established the City of Colleyville funding commitments at a total of $1,318,251 ($1,000,000 for the section between John McCain Road and Hall-Johnson Road; $318,251 for the section between Hall-Johnson Road and Brown Trail)
  - Established the methodology for addressing a funding shortage (which did occur due to the low bid exceeding the total identified funding)
- The additional funding needed from the City is **$336,184**

Bid Amount and Funding

- The bid opening occurred February 10, 2016, and the low bid was for a total of $38,223,663
  - MOU includes identified funding for a total of $31,848,898
  - There was a funding shortfall of $6,374,765, therefore additional funding is needed for the project and is proposed to come from the following sources
  - Additional funding that is being allocated above the low bid amount ($3,139,432) is to address any change orders that may arise during construction

Funding Source	Additional Funding Amount
Federal Funding	$ 6,701,172
State Funding	$ 2,476,841
City of Colleyville	$ 336,184

Proposed AFA

- The proposed Advance Funding Agreement establishes the new City commitment at $1,654,435
  - The MOU established the original amount for the City commitment at $1,318,251
  - The revised amount is generally consistent with the methodology established in the MOU
  - If the AFA is approved, the City will be responsible for funding the $336,184 increase

	Original Funding Amounts	Proposed Funding Amounts
Section between John McCain to Hall-Johnson	$1,000,000	$1,143,420
Section between Hall-Johnson to Brown Trail	$ 318,251	$ 511,015
Total	$1,318,251	$1,654,435

SH26 Enhancements

Phase II Enhancements

Valued over $4,000,000

(Trails and Sidewalks, Crosswalks, Black Powder Coated Poles, Backlit Signage, Corridor Lighting Foundations, Extra Bridge Railing, Landscaping)

Phase I Enhancements

City Expense $210,377

(Trails and Sidewalks, Crosswalks, Black Powder Coated Poles, Backlit Signage)

Next Steps

- **Consideration of the two Advance Funding Agreements**
  - To be presented at a future City Council Meeting
- **Payment of funds committed by the City will be paid to TxDOT**
- **Construction of the project commences**

Questions and Discussion

RESOLUTION R-15-3936

A RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) FOR THE FUNDING AND IMPLEMENTATION STRATEGY FOR ROADWAY IMPROVEMENT TO BE MADE TO STATE HIGHWAY 26/COLLEYVILLE BOULEVARD FROM SOUTH OF JOHN MCCAIN ROAD TO APPROXIMATELY 400 FEET SOUTH OF BROWN TRAIL

WHEREAS, the City of Colleyville, Tarrant County, the Texas Department of Transportation (TxDOT), and the Regional Transportation Council (RTC), have agreed to utilizing a combination of federal, state, and local funds to fund roadway improvements for State Highway 26/Colleyville Boulevard (SH26), from south of John McCain Road to approximately 400 feet south of Brown Trail, in Colleyville; and

WHEREAS, the Colleyville City Council has agreed upon the completion of the reconstruction of SH26, the City will request the TxDOT remove from the State Highway System the portion of SH26 from John McCain Road to Brown Trail, including the transfer of the right-of-way to the City of Colleyville; and

WHEREAS, the City of Colleyville desires to enter into a Memorandum of Understanding for the funding and implementation strategy for the roadway improvements to State Highway 26/Colleyville Boulevard from south of John McCain Road to approximately 400 feet south of Brown Trail; and

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

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

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

Sec. 2. THAT the Colleyville City Council authorizes the Mayor to execute the Memorandum of Understanding attached as Exhibit "A".

Sec. 3. THAT this resolution shall become effective immediately from and after its passage.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS THE 1ST DAY OF DECEMBER 2015.

ATTEST:

Amy Shelley, TMRC
City Secretary

CITY OF COLLEYVILLE

David Kelly
Mayor

EXHIBIT "A"

MEMORANDUM OF UNDERSTANDING

State Highway 26 from South of John McCain to Brown Trail
Among
City of Colleyville, Tarrant County, Regional Transportation Council, and Texas Department of Transportation

This memorandum of understanding (MOU) outlines the agreement regarding the funding and implementation strategy for roadway improvement to be made to State Highway 26 from south of John McCain Road to approximately 400 feet south of Brown Trail located in Colleyville, Texas.

I. BACKGROUND

Tarrant County, the City of Colleyville, the Texas Department of Transportation (TxDOT), and the Regional Transportation Council (RTC) have agreed to fund roadway improvements for State Highway 26 (Colleyville Boulevard) (hereafter referred to as "S.H. 26"), from south of John McCain Road to approximately 400 feet south of Brown Trail utilizing a combination of federal, state, and local funds. The City of Colleyville will enter into an agreement with TxDOT to remove S.H. 26 from the State Highway System in the sections noted below and to take over responsibility of this portion of S.H. 26 upon completion of the project.

Through this document, the impacted parties hereby state the terms of agreement and concur with the resulting commitments made as a part of this funding strategy.

II. S.H. 26 FROM SOUTH OF JOHN MCCAIN ROAD TO HALL-JOHNSON ROAD

Funding for TIP 11153.3/CSJ 0363-01-114 is for the section of S.H. 26 from south of John McCain Road to Hall-Johnson Road in order to widen the roadway from four (4) to six (6) lanes, add curb and gutter, storm sewer, replace bridges, and upgrade the signal system. The City of Colleyville is responsible for the funding and completion of the latest redesign to change the project from four (4) to four (4) lanes to four (4) to six (6) lanes.

Committed Funding by Agency for the Construction Phase:

$ 2,442,000	– RTC Commitment (STP-MM Funds)
$ 610,500	– Local Match to the Surface Transportation Program - Metropolitan Mobility Funds (STP-MM) (City of Colleyville)
$10,900,000	– TxDOT Commitment Category 12 Funds
$ 320,000	– Tarrant County
$ 389,500	– City of Colleyville
$14,662,000	

In addition, TxDOT previously funded the right-of-way acquisition phase, so the City of Colleyville commits to moving the necessary municipal utilities (oversight provided by TxDOT), and TxDOT will coordinate with the franchise utility companies to ensure that their utilities are relocated to enable the widening of S.H. 26.

Per Section VI, once this project is complete, this portion of S.H. 26 will be removed from the TxDOT system and ownership will be transferred to the City of Colleyville, who will be responsible for maintenance of the corridor.

III. S.H. 26 FROM HALL-JOHNSON ROAD TO BROWN TRAIL

Funding for TIP 11153.2/CSJ 0363-01-139 is for the section of S.H. 26 from Hall-Johnson Road to 400 feet south of Brown Trail in order to widen the roadway from four (4) to six (6) lanes, add curb and gutter, storm sewer, replace bridges, and upgrade the signal system. The City of Colleyville is responsible for the funding and completion of the latest redesign to change the project from four (4) to four (4) lanes to four (4) to six (6) lanes.

Committed Funding by Agency for the Construction Phase:

$12,184,115 – RTC Commitment (STP-MM Funds)
$ 2,731,528 – State Match to the STP-MM

$ 314,500 – Local Match to the STP-MM (Tarrant County)
$ 1,273,004 – RTC Commitment (Enhancement Funds)
$ 318,251 – Local Match to Enhancement Funds (City of Colleyville)
$ 365,500 – Local Commitment (Tarrant County)
$17,186,898

In addition, TxDOT previously funded the right-of-way acquisition phase, the City of Colleyville commits to moving the necessary municipal utilities, and TxDOT will coordinate with the franchise utility companies to ensure that their utilities are relocated to enable the widening of S.H. 26.

Per Section VI, once this project is complete, this portion of S.H. 26 will be removed from the TxDOT system and ownership will be transferred to the City of Colleyville, who will be responsible for maintenance of the corridor.

IV. COST OVERRUNS AND OTHER FUNDING NOTES

The City of Colleyville and Tarrant County have collectively committed $2,000,000 ($1,000,000 each) in local funding for construction of the project. This $2,000,000 includes the required local match to federal funds as noted in Sections II and III. The City of Colleyville has committed an additional $318,251 in local match to the enhancement funding. County bond funds will be encumbered through a separate agreement between Tarrant County and TxDOT for the remainder of Tarrant County's $1,000,000 commitment, and will be limited to eligible costs associated with the base construction of the projects.

In the event that the low bid is in excess of the approved funds, the overrun will be shared by funding parties in proportion to the currently approved funding, except that Tarrant County's funding will be limited to the amounts shown in Sections II and III and as stated in the preceding paragraph, not to exceed $1,000,000. Similarly, this proportionally shared funding responsibility would apply to any change orders. In the event that a party to the MOU requests a change that is not in the original design or scope, then that party will be solely responsible for the additional funds within applicable state and federal rules. This shared responsibility for overruns applies only to the base construction of the projects and not to the upgrade features such as street lights and pedestrian lighting, which would be the sole responsibility of the City of Colleyville.

All of the City requested upgrades are included in the project design and accounted for in the currently approved funding. In the event that these upgrades exceed the approved funding, the City of Colleyville will provide additional funds not to exceed the cost of the requested upgrades. Upgrades include powder coated signal poles, back-lit street name signs, stamped and colored concrete crosswalks at intersections, and street lighting and pedestrian lighting. The street lighting and pedestrian lighting may be bid as a separate project due to the costs. The City of Colleyville has applied for Green Ribbon funds for landscaping and additional amenities.

V. INCONSISTENCY WITH MOBILITY 2035-2014 AMENDMENT

Currently, the redesign to a four (4) to six (6) lane configuration is inconsistent with the Mobility 2035-2014 Amendment and will need to be updated in Mobility 2040. RTC approval of Mobility 2040 is anticipated in March 2016 with federal approval in June 2016, prior to completion of this project. However, in the event that Mobility 2040 has not been approved by the time this project opens, this section of S.H. 26 (Colleyville Boulevard) would need to be temporarily striped as four (4) lanes and could be restriped to six (6) lanes once Mobility 2040 is approved.

VI. TURNBACK AGREEMENT

Once this project is complete, the City of Colleyville will be responsible for maintenance and control of the corridor (pavement, signals, striping, signage, etc.) from south of John McCain Road to 400 feet south of Brown Trail. The Turnback Agreement shall establish the specifics of the conveyance of the real property interest from the State to the City of Colleyville on the section of SH 26 from south of John McCain Road to South of Brown Trail. The Turnback Agreement shall also state that the City will be responsible for the operation, maintenance, and will take over ownership of the traffic signals at the John McCain Road Intersection and the Longwood Drive intersection. As part of this transfer of responsibility, TxDOT will commit $10,900,000 for the construction of the section of S.H. 26 from south of John McCain Road to Hall-Johnson Road and will lead the construction of both sections. Upon completion of the project per design and contract specifications and acceptance of the reconstructed roadway, the City will assume responsibility for S.H. 26 maintenance and control, which is consistent with the 2014 Memorandum of Understanding Regarding the Texas Department of Transportation's Voluntary Turnback Program.

VII. SCHEDULE AND RESPONSIBILITIES

Both sections of S.H. 26 from south of John McCain Road to Hall-Johnson Road and from Hall-Johnson Road to Brown Trail are anticipated to be let in February 2016, with an anticipated construction start in April 2016. Construction is anticipated to be completed in 24 to 30 months (by October 2018.)

The City and TxDOT have overseen the relocation of city utilities along the project route. Relocation was completed in August 2015 except for AT&T's facilities. AT&T relocation is expected to be completed by January of 2016.

As noted in Section III, the City of Colleyville is responsible for the funding and completion of the latest redesign to change the project from four (4) to four (4) lanes to four (4) to six (6) lanes. Once the 95% plans are submitted, a review period by TxDOT of 20 days is anticipated. TxDOT comments to the design will then be provided to the engineer. The 100% plans are to be submitted to TxDOT 28 days after receipt of comments from TxDOT.

During the construction phase of this project, the parties agree to coordinate efforts in order to minimize the impact of construction. This includes, but is not limited to: City of Colleyville representation at weekly project meetings and coordination with City of Colleyville throughout project construction; additional signage throughout the corridor placed by the City of Colleyville for the benefit of motorists and business access, and monthly executive meetings to include requisite City of Colleyville representatives and TxDOT district leadership.

VIII. SIGNATURE OF AGREEMENT

This agreement is contingent upon approval of the terms outlined herein by the policy body of each impacted party. The Regional Transportation Council (RTC) approved the above funding changes April 9, 2015.

David Kelly, Mayor City of Colleyville	Date
Gary Fickes, Commissioner Tarrant County	Date
B. Glen Whitley, County Judge Tarrant County	Date
Criminal District Attorney's Office* Tarrant County	Date
Brian Barth, P.E. Texas Department of Transportation	Date
Michael Morris, P.E. North Central Texas Council of Governments	Date

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

City of Colleyville
City Council
Agenda Briefing

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

Agenda Number PC-3 **Agenda Date** 04/19/2016
Type Pre Council
Department City Secretary

Title
Discussion of the April 19, 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** 04/19/2016
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 and legal advice from the attorney regarding the City's regulation of alcoholic beverages ordinance and ratio

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 551.071 - Legal - Consultation with attorney regarding litigation - Jane Doe v. City of Colleyville

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

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

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

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

RESOLUTION R-16-3980

A RESOLUTION APPROVING COUNCIL ACTION REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR CITY COUNCIL MEETING OF APRIL 19, 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 19TH DAY OF APRIL 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** 04/19/2016
Type Announcements, Proclamations, and Presentations
Department Economic Development

Title

Proclamation in recognition of the Colleyville Garden Club Promenade Garden Tour, May 3, 2016 - Colleyville Garden Club President Diane Connor

In recognition of Colleyville's featured business - Which Wich, Justin Bess, Store Manager, 5509 Colleyville Boulevard, Suite 270 - Mayor David Kelly and Economic Development Director Marty Wieder

Attachments

1. Proclamation in recognition of the Colleyville Garden Club Promenade Garden Tour

Proclamation

CITY OF

Colleyville, Texas

WHEREAS: the Colleyville Garden Club is organized to promote interest in all phases of gardening, horticultural education, civic beautification and conservation of natural resources; and

WHEREAS, on May 1, 2016, the Colleyville Garden Club will host their 22nd award-winning and nationally recognized ***Promenade Garden Tour,*** showcasing five lovely residential gardens, and educational exhibits; and

WHEREAS, the Colleyville Garden Club adheres to the objectives of the National Garden Clubs, Inc. by providing education, resources, and networking opportunities for members to promote the love of gardening, floral design, and civic and environmental responsibility; and

WHEREAS, the Colleyville Garden Club aids in the protection and conservation of natural resources, actively promotes and participates in civic beautification, and encourage the improvement of roadsides and parks; and

WHEREAS, gardening instills a greater appreciation of our land, a greater respect for our environment and our natural resources, and yields flowers and plants full of color and life.

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

COLLEYVILLE GARDEN CLUB PROMENADE GARDEN TOUR

on May 1, 2016 is a celebration of the important benefits of gardening and encourage our citizens to tour and enjoy the beauty gardening brings into our lives.

IN WITNESS WHEREOF, I do hereby set my hand and seal of the City of Colleyville, Texas, affixed this 19th day of April 2016.

Mayor

City of Colleyville Texas

RESOLUTION R-16-3981

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF APRIL 19, 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 April 5, 2016

b. Approval of the Colleyville Public Library Long-Range Plan 2016-2021

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 19TH DAY OF APRIL 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, April 5, 2016 City Council Chambers

Mayor David Kelly called the Pre Council meeting of the Colleyville City Council to order on April 5, 2016, at 5:34 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

Absent: Councilmembers Chuck Mogged and 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, Communications and Marketing Director Mona Gandy, Chief Financial Officer Brian Hogan, Human Resources Director Rachel Huitt, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Abra Nusser, Building Maintenance Technician Randy Bright, 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 Presentation and discussion of the Integrated Mosquito Management Program

Public Works Director Jeremy Hutt presented this item and briefed the City Council.

Councilmember Wollin asked staff if the Zika rash is distinctive from other rashes. Director Hutt replied there have not been any distinctive characteristics reported, other than being slightly itchier than a normal rash.

Councilmember Wollin asked staff if the mosquito carrying the Zika virus has a different range that it roams beyond its breeding site than a normal mosquito. Director Hutt replied it ranges about a quarter of a mile and to trap this mosquito, takes a different approach. He added Tarrant County is currently tracking to see where the population densities of this mosquito, throughout the region, are located to determine the locations of the special traps.

Councilmember Wollin asked staff if the mosquito dunks work on both mosquito types. Director Hutt replied yes, they are effective.

Mayor Kelly asked staff if Tarrant County has provided any guidance relative to mosquito control since this past winter season was not bad. Director Hutt replied

there is some speculation that the mosquito population may be increased due to the light winter, but staff has taken an aggressive approach to proactively work with Tarrant County to address this issue.

PC-2 Colleyville Recreation Overview

Recreation and City Events Manager Lisa Escobedo presented this item and briefed the City Council.

Mayor Kelly asked staff if Colleyville residents are given first priority in volleyball participation. Manager Escobedo replied staff has not had to turn down any registrants for participation.

Councilmember Wollin stated participants at the Senior Center have told her they are very appreciative of the new flooring.

Councilmember Short asked Mayor Kelly how long the carpet has been in place. Mayor Kelly replied the carpet was in place when the City bought the building.

Mayor Kelly asked staff if the seniors travel the recreation circuit. Manager Escobedo replied yes, they all know which facility is having a dance or free lunches, etc.

Councilmember Short asked staff about the non-increase in revenues although participation has increased. Manager Escobedo replied they try to recover programming costs; however, 70 percent is being paid to the instructors. She stated there are other programs offered to participants at no cost. She stated we try to remain competitive in the market as far as costs and programming. She added camps are being offered to promote other programs which drive up the participation, but do not increase the revenues.

Councilmember Short stated it is not a one-to-one ratio. Manager Escobedo replied correct, especially with providing programming at affordable costs.

PC-3 Discussion of the April 5, 2016, City Council regular agenda items

There was no discussion of this item.

Mayor Kelly adjourned the Pre Council meeting at 6:14 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, Jody Short, and Nancy Coplen

Absent: Councilmembers Chuck Mogged and 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, Communications and Marketing Director Mona Gandy, Chief Financial Officer Brian Hogan, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Abra Nusser, 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 on contemplated litigation (Camden Lock LLC)

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

Section 551.071 - Legal - Consultation with attorney regarding litigation - Jane Doe v. City of Colleyville

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

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

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

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

Mayor Kelly explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 6:14 p.m. and reconvened at 6:15 p.m.

INVOCATION: Pastor Martin Richardson, Crown of Life Church

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-16-3977

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

Mayor Kelly announced the annual Clean Sweep Event will be held Saturday, April 9, 2016, from 9:00 a.m. to 11:00 a.m. located at Heritage High School.

Proclamation in recognition of Child Abuse Prevention Month - Katia Gonzalez, Center Coordinator, Alliance for Children

Mayor Kelly and Assistant City Manager/Director of Public Safety Mike Holder presented Katia Gonzalez, Center Coordinator, Alliance for Children, a proclamation for Child Abuse Prevention Month. Ms. Gonzalez thanked the Mayor and City Council for their efforts and attention to preventing child abuse in the community.

Proclamation in recognition of Arbor Day in Colleyville, April 15, 2016 - Parks Manager Heather Dowell

Mayor Kelly presented Parks Manager Heather Dowell with a proclamation recognizing Arbor Day in Colleyville April 15. Manager Dowell expressed her appreciation and stated there will be 61 trees planted this year in observance of Arbor Day.

4. CONSENT: READING AND PUBLIC HEARING- Resolution R-16-3978

4a Approval of the minutes of the regular City Council meeting of March 22, 2016

4b Approval of the minutes of the Joint City Council and Library Board Worksession of March 22, 2016

Mayor Kelly read Resolution R-16-3978 in its entirety.

Mayor Kelly opened the public hearing at 7:41 p.m.

There was no one present wishing to speak and Mayor Kelly closed the public hearing at 7:41 p.m.

Councilmember Wollin made a motion to approve Resolution R-16-3978. Mayor Pro Tem Taylor seconded the motion.

The motion to approve carried by the following vote:

Aye: 5 – Mayor Kelly, Mayor Pro Tem Taylor, Councilmembers Carol Wollin, Chuck Mogged, and Nancy Coplen

Absent: 2 – Councilmembers Chuck Mogged and Chris Putnam

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

5a Ordinance O-16-1978

Consideration of a zoning change from the AG-Agricultural zoning district to the R20-Single Family Residential zoning district in Abstract 1176 of the J.J. Newton Survey, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive, Case ZC15-022

Mayor Kelly read the caption of Ordinance O-16-1978.

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

Mayor Kelly opened the public hearing at 7:46 p.m.

Chas Fitzgerald, applicant, presented this item and briefed the City Council.

Fred Tate, 5605 Winnie Drive, spoke in support of the request, but stated having concerns about additional traffic with the development's exit. He stated he would like for this exit to be an emergency access only.

Mary Utley, 5704 Oak Top Drive, stated not being opposed to the request; however, stated having concerns about drainage from the pond and other lots onto their property and the preservation of the pond for the wildlife.

Kathy Hadley, 204 Timberline Drive North, spoke in opposition to this request with concerns of higher density and the preservation of the rural feel.

The following person did not wish to speak, but did wish to register his opposition: Steve Walters, 716 Duns Tew Path.

There were no others present wishing to speak and Mayor Kelly closed the public hearing at 8:01 p.m.

Mayor Kelly asked staff if City Council is to consider if this zoning change request is appropriate for this area. Director Nusser replied correct.

Mayor Kelly asked staff if there are standards in the Land Development Code for drainage requirements. Public Works Director Jeremy Hutt replied correct, and if the zoning is approved, all Land Development Code requirements will have to be met to develop the property, including drainage.

Mayor Kelly asked staff if the development would require engineered designs for drainage. Director Hutt replied yes.

Mayor Kelly asked staff about easements that may or may not be in place by the Oak Valley Development. Director Hutt replied upon further research, the easement never took place and was not dedicated on the plat.

Councilmember Coplen asked Mr. Fitzgerald if the subject property is owned by XTO. Mr. Fitzgerald replied yes, XTO acquired the property in 2007.

Councilmember Coplen asked Mr. Fitzgerald if the property was purchased for gas drilling. Mr. Fitzgerald replied yes.

Mayor Kelly asked City Council if they would consider a PUD zoning rather than a straight zoning request, since a conceptual site plan is not necessary for this request, as submitted. Councilmember Short stated he shares the Mayor's concerns.

Mr. Fitzgerald stated they plan to submit this plan, it will not be changing.

Mayor Pro Tem Taylor asked Mr. Fitzgerald why they did not pursue this as a PUDR. Mr. Fitzgerald replied some of the subject property is already zoned R20, and they are able to meet the R20 requirements.

Mayor Pro Tem Taylor asked Mr. Fitzgerald if he would have an issue with City Council changing this to a PUDR zoning. Mr. Fitzgerald replied currently five acres are zoned R20, and the addition of the PUDR zoning would create odd boundaries within the development.

Mayor Kelly stated PUDR will codify this plan with additional development requirements such as screening and landscaping. Director Nusser stated the current open space percentage would not meet the 20 percent open space PUDR requirement, and also a private street development plat would be brought forward at a later date, and require a discretionary approval.

Mayor Kelly asked Mr. Fitzgerald if he would be willing to do a PUDR zoning change. Mr. Fitzgerald replied a PUDR zoning would not fit their criteria, especially since they are on a tight timeframe with the property owners.

Mayor Kelly asked staff if there is an issue with meeting the PUDR requirements. Director Nusser replied if City Council is amenable to the proposed zoning exhibit as is, with the open space, as is, then the request is generally compliant with a PUDR.

Mayor Kelly asked City Attorney Matthew Boyle if the PUDR can be expanded to bring in the current zoned R20 properties. City Attorney Matthew Boyle replied it could not be expanded; however, a site plan exhibit could be attached to the ordinance as it associates with the R20 properties. He added it would require drafting an ordinance different from previous PUDR ordinances, but it can be done.

Director Nusser explained there are minimum PUDR standards this current development does not comply with. Mayor Kelly agreed, and stated there have been other PUDR requests that have been approved with waivers.

Councilmember Coplen asked staff if adding the open space at the entrance would bring the open space percentage in compliance. Director Nusser replied the site data table likely includes the median; however, medians are not included in the open space percentage for PUDR requirements.

Mayor Kelly stated the objective is to not delay the request, just to ensure what has been presented on the conceptual site plan is actually done. Mr. Fitzgerald stated being nervous about the process.

Councilmember Short asked staff if the plat approval process begins tomorrow, as indicated by Mr. Fitzgerald. Director Nusser replied the plat has already been submitted, and is already pending, and generally consistent with this request.

Councilmember Short asked staff if the plat has been scheduled for the Planning and Zoning Commission (P&Z). Director Nusser replied the plat has been submitted but not scheduled for P&Z.

Mayor Kelly asked staff if the plat can be on the next City Council agenda for consideration. Director Nusser replied due to potential notification issues with the acreage and caption, she is not sure staff could incorporate that on the next agenda.

Mayor Kelly asked staff about the timing of the next events for this project. Director Nusser replied if the zoning change request is approved at the next City Council meeting, then the plat would be brought forward to the City Council in May.

Mayor Pro Tem Taylor asked staff why a plat would require two readings. Director Nusser replied a plat with private streets would require both P&Z and City Council approval.

Mayor Kelly asked Mr. Fitzgerald about his hesitancy of doing the development as a PUDR. Mr. Fitzgerald replied not knowing about the unintended consequences.

Councilmember Short asked City Attorney Matthew Boyle if he has another solution. City Attorney Matthew Boyle replied his solution is to come back in two weeks, give the applicant clear direction on what you prefer to see, to allow them plenty of time and opportunity to work with staff to get the technical issues, including the timing of the plat, and the necessary exhibits for a PUDR. He added clear intentions should be given to the developer tonight.

Mayor Kelly asked staff if the Winnie Drive access issue has been addressed. Director Hutt replied depending on the gate type, whether a resident exit or emergency access, would dictate the improvements necessary for the roadway. He stated there are no changes expected on Winnie Drive side; however, until there is a clear understanding of what the developer is going to do with the gated entryway, there may be improvements associated with the proposal.

Councilmember Wollin stated the neighbors who live on Bransford Road have a memorandum of understanding, and she would like for that to be taken into consideration moving forward.

Mayor Kelly asked Mr. Fitzgerald if he has an understanding of what is needed for the next meeting. Mr. Fitzgerald replied we all want the same thing.

Mayor Pro Tem Taylor stated he would rather see Winnie Drive as an emergency access only. Mayor Kelly stated if the developer chooses not to make this a private development, then that drive will become an open street, or it could be made into a turnaround, which will change those lots next to that cul-de-sac.

Mayor Pro Tem Taylor asked Mr. Fitzgerald about making a roundabout or turnabout at that location. Mr. Fitzgerald replied being in favor of an emergency or resident exit. He added it would not be an entrance, and a cul-de-sac is not an option.

Mayor Pro Tem Taylor asked Mr. Fitzgerald why they could not do a cul-de-sac. Mr. Fitzgerald replied because it would be cost prohibitive, and they would not meet the lot size criteria.

Mayor Kelly asked staff if there is a facility for an exit only. Director Nusser replied this request has not been reviewed to plat level detail; this was conceptual in nature.

Mayor Kelly asked staff if there is an exit only gate model. Director Nusser replied yes.

Mayor Kelly asked Mr. Tate if they could accept an exit only gate. Mr. Tate replied no, they prefer an emergency exit only, and all of the neighbors on Winnie Drive want an emergency access only as well.

Mayor Kelly asked Mr. Fitzgerald whether the streets in the development will be public or private. Mr. Fitzgerald replied they want private streets.

Councilmember Wollin concurred with Mayor Pro Tem Taylor's comment about the narrow streets on Winnie Drive, and stated if the streets are private, she would like the emergency access only.

Mayor Pro Tem Taylor asked staff if there is room to put in a turnaround, and still meet the lot requirements. Fire Chief Brian Riley stated the ladder truck was able to do a turn in the roundabout on Winnie Drive while recently practicing; therefore, an emergency access gate will work. Councilmember Short stated the site designer should be able to put something in place.

Mayor Kelly suggested Mr. Fitzgerald should work with staff to see what can be brought forward relative to this access. Director Nusser replied it is highly unlikely all of this will be finished before the next reading, considering the status of the plat.

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

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

Nelson Thibodaux, 5612 Coventry Court, spoke regarding a recent open records request he had submitted on March 24, 2016; read Resolution R-88-387; and spoke on the regulating of speech.

Claudia Bevill, 119 Cheek-Sparger Road, spoke regarding City processes and documents. She stated the following for the record should be removed from the Welcome to the City of Colleyville City Council Meeting pamphlet: "Any complaints and/or discussions about individual City Councilmembers, City staff, or other persons would be out of order and will not be heard by the City Council at this time; and, "Charges or complaints about specific individuals shall be presented in writing to the Mayor or City Manager, as appropriate. All complaints of this nature must be signed and dated by the individual filing the complaint."

Kathy Hadley, 204 Timberline Drive North, expressed her appreciation for the markers installed on Jackson Road, next to the bridge; the curb on Glade Road at

Riverwalk Drive; the ducks in her yard; the fountain at the Preservation subdivision; and the preservation of the rural feel relative to the previous zoning case.

David Medlin, 605 Montreaux Avenue, spoke regarding the Welcome to the City of Colleyville City Council Meeting pamphlet; the freedom of speech; the comprehensive plan; emails to staff about the comprehensive plan; the recent citizen's complaint; the ending of the Pre Council format so that citizens can provide comments; and to recognize opposing points of view.

Tammy Nakamura, 2204 Collins Path, spoke regarding the previous City Council meeting and video during the citizens comment section.

7. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR APRIL 5, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-3979

This resolution was not needed.

8. ADJOURNMENT

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

Mayor Kelly adjourned the meeting at 9:08 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 4b **Agenda Date** 04/19/2016 **Number** Resolution R-16-3981
Type Resolution
Department Library

Title
Approval of the Colleyville Public Library Long-Range Plan 2016 - 2021

Strategy Map Connection
C1- Provide attractive and unique spaces for enjoyment of personal interests and community interaction
C2- Deliver high quality and unique customer
B1- Seek innovative technology solutions where appropriate
B2- Proactively seek process improvements and sustainable solutions

Explanation
Reading and Public Hearing

On March 22, 2016, a Joint City Council and Library Board Worksession was held to allow the City Council and Library Board to receive an update and provide input regarding the Colleyville Public Library Long-Range Plan 2016-2021 (Plan). Aaron Babcock, Hidell and Associates Architects, presented an overview of the updated Plan including: process, conclusions, and recommendations. Following the presentation and discussion, staff sought City Council direction and recommendations for the Library Board to incorporate prior to Plan approval in a Library Board meeting following the joint worksession. There being no further recommendations, City Council provided direction to the Library Board to approve the Plan and forward to City Council for approval at a future City Council meeting. Following the joint worksession, the Library Board held a meeting and unanimously approved the Plan and recommended that the Plan be forwarded to City Council for approval, as defined in the Texas Administrative Code, Title 13, Chapter 1, Rules §1.71 - §1.86.

Texas public libraries are accredited in the Government Code 441.127(a), Library Systems, under the authority of the Texas State Library and Archives Commission (TSLAC). To be considered for accreditation, a public library must submit an annual report to TSLAC by April 30 and complete an Accreditation in State Library System Application. Accredited libraries are eligible for certain services from the State Library. The primary services include: TexShare databases consortium, Inter-Library Loan program, TexShare card program, continuing education programs, and consulting services. (TSLAC - Colleyville Public Library TexShare Participation Summary Report attached). Each public library applying for membership in the Texas Library System must meet requirements defined in the Texas Administrative Code, Title 13, Chapter 1,

Rules §1.71 - §1.86. Rule §1.83.6 of the Administrative Code states the following:

"The library must have a long-range plan that is approved by its governing board. This plan must be reviewed and updated at least every five years and must include a collection development element."
Since the opening of the Colleyville Public Library on November 24, 2003, the library has completed two long-range planning documents:

- **Colleyville Public Library Long-Range Plan FY2007 – FY2011 (attached)**

When the initial building phase was completed, the Colleyville Public Library Board and staff embarked on a planning process to create a new long-range plan for the Colleyville Public Library. The purpose of the plan was to identify the community's information needs and how the fledgling library could best address those needs. The plan included vision and mission statements for the library and identified goals, objectives, and activities to implement service priorities, which would serve as the library's focus for the next five years. This plan provided a foundation for the library's next planning document.

- **Library Spatial Reorganization Plan 2009 - 2014 (attached)**

In May of 2008, the library launched a Spatial Reorganization Plan project. The purpose of the project was to create a holistic understanding of library service needs through research and data analysis, as well as a stakeholder and community outreach process. The project explored innovative and creative strategies for reorganizing space allocation and utilization to support services that would enable the City and library to realize its vision, goals, and strategic objectives. During the planning process, it was revealed the community was ready for the library to reinvent itself to meet the needs of this, and the next generation, and to be a third place in the community – one that is not home or work, but a place that people love for its representation of the unique and special characteristics of small town Colleyville. In looking to the future, a space utilization program was developed to identify the square footage necessary to accommodate the goals for growth in collections, services, and programming, as well as for the types of spaces the community sought.

As a result of this plan, the library embarked on a Spatial Reorganization Project, which was started in January 2011, and was completed in April of 2011. The project features included:

Developed Second Floor – 9,000 square feet of space to include:

- New children's area
- One large meeting room space dividable into two
- Story time and craft rooms

Reorganized First Floor – 4,000 square feet of space to include:

- New teen area
- Expanded self-checkout area to facilitate self-service options
- Added shelving for collection
- Created a quiet reading area for adults
- Installed two automated material handling systems, which automated the return of library materials through check-in by customers

This plan provided a foundation for the library's next planning document.

- **Colleyville Public Library Long-Range Plan Update**

At the April 14, 2014 meeting, the Colleyville Public Library Board discussed the library's current long-range plan would be five-years-old and needed to be updated to meet requirements defined in the Texas Administrative Code. The Voluntary Library Fund was identified as a source of funding for the project. Resolution R-03-2237 provides for the Voluntary Library Fund to be used for the purpose of the development and improvement of library programs and services, and for approved library programs and capital items, including collection development (books, DVDs, CDs, digital, and other). On April 14, 2014, the Colleyville Public Library Board unanimously approved the use of the Voluntary Library Fund for professional services to update the library's Long-Range Plan, in an amount not to exceed $25,000, and requested it be presented to the City Council for approval. On September 2, 2014, staff sought City Council approval for the use of the Voluntary Library Fund for professional services to update the library's Long-Range Plan, in an amount not to exceed $25,000.

In October 2014, the library staff and Board started to work with Aaron Babcock of Hidell and Associates Architects, as a consultant, to update the plan. The goal of the plan was to include recommendations for the delivery of library services and programs to meet the dynamic, changing needs of the community for the next five years. At the September 15, 2015, Pre Council meeting, staff presented an update on the Colleyville Public Library Long-Range Plan, which included an overview of the long-range planning process phases that had been completed and an overview of the final project phases.

Long-Range Plan 2016 - 2021 (attached)
The Long-Range Plan 2016 - 2021 update project included the following tasks:

Data Collection
The data collection phase established factual criteria regarding the Colleyville Public Library, its users, local and national trends impacting library service, and funding. Demographics and growth data, library service analysis data, and future trends data were utilized during this phase.

Design Workshop
The workshop phase with representatives from key stakeholders including: the

Colleyville Public Library Board, Friends of the Colleyville Public Library, the Colleyville Public Library Foundation, library staff, and citizens, brought together the exchange of ideas and information gathered from the previous data collection tasks through an intensive and highly integrated workshop session; utilizing the data as a backdrop to start the discussion and navigate solutions. The results of the workshop process established short and long-term goals for user-centered service delivery, marketing, collections, technology, programs, and services.

Long-Range Plan Survey

This project phase included a library assessment survey (see Appendix – Survey Results). On August 10, 2015, the Colleyville Public Library Board unanimously approved a proposed survey. On September 15, 2015, staff sought City Council approval of the survey and presented the Colleyville Public Library – Long-Range Plan Survey Communications/Promotional Plan (attached). The survey, both in paper and online format, was available October 1, 2015 through November 14, 2015, and resulted in 1,386 total respondents.

Final Report

This phase included the compiling of all analysis, information, and recommendations, in a comprehensive document that includes the established data, priorities from the collaborative planning workshop, and the library assessment survey responses. The final document articulates a vision and plan for the Colleyville Public Library for the next five years, and provides recommendations for user-centered service delivery, marketing, collections, technology, programs, and services. The Plan recommendations include:

- Reallocate collection development to meet patron use patterns
- Transition to a single service point on the first floor
- Revise public access to technology
- Update and increase the number of reader seats
- Improve access to popular materials
- Revise access to children's programs
- Engage the aging population

Additionally, the Plan includes vision and mission statements for the library and identified goals, objectives, and activities to implement library core service priorities, identified in the City's Business Plan. While the Plan does not propose major renovations, space utilization changes are recommended for the library.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Colleyville Public Library Long-Range Plan 2016 - 2021 - Final Report
2. Colleyville Public Library Long-Range Plan 2016 - 2021 - Presentation
3. Colleyville Public Library - Long-Range Plan Survey - Communications/Promotional Plan - 2015
4. Texas State Library and Archives Commission - Colleyville Public Library - TexShare Value Report
5. Colleyville Public Library Long-Range Plan FY2007 - FY2011
6. Colleyville Public Library Spatial Reorganization Plan 2009 - 2014

COLLEYVILLE PUBLIC LIBRARY

LONG-RANGE PLAN 2016 - 2021

Final Report

4.19.2016

Prepared by
Hidell and Associates Architects, Inc.

COLLEYVILLE PUBLIC LIBRARY

LONG-RANGE PLAN 2016 - 2021

Prepared for

City of Colleyville, Texas
Colleyville Public Library

by

Hidell and Associates Architects, Inc.

For more information, please contact:
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Library Board

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Kay Newton
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Molly Skinner
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Joan Roberts
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Cecilia Monacelli – Ex Officio, Foundation
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Mayor and City Council

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Mike Taylor, Mayor Pro Tem
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Chris Putnam, Place 3
Jody Short, Place 4
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Terry Leake, Former Assistant City Manager / CFO

LIBRARY PERFORMANCE ASSESSMENT

LIBRARY PERFORMANCE ASSESSMENT

INTRODUCTION

The Colleyville Public Library Long-Range Plan provides a framework for the delivery of library services and programs to meet the dynamic needs of the community for the next five years. The report makes recommendations to assist the Library in meeting these needs to best serve the residents of Colleyville.

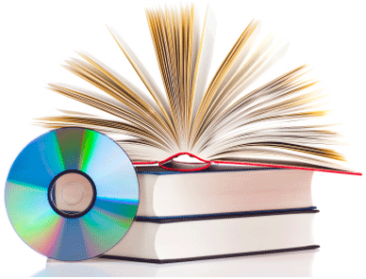
During the planning stage, focus groups were conducted, an online survey was circulated, and usage of the existing collection and services were analyzed. The final plan provides recommendations to address space requirements in relation to technology, programming space due to changing service trends and collection development based upon usage. Today, public needs and usage are driving libraries to change, and the internal configuration of the facility will determine the types of services it can offer.

The Library serves the cultural, educational, and intellectual needs of Colleyville residents of all ages. First and foremost, the Library works to ensure that residents will have anytime/anywhere access to materials in a variety of formats. Secondly, the Library offers an array of early literacy programs and services. Third, the Library is a resource that provides materials and programs for lifelong learning, giving Colleyville residents the opportunity to explore topics of interest for self-directed personal growth and development opportunities throughout their lives. In fiscal year 2014, the Library had 134,314 visitors and 50 percent of Colleyville residents were library card holders.

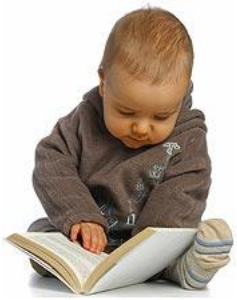
The mission of the Library is:

Colleyville residents of all ages will have state-of-the-art library services, accessible "Anytime, Anywhere."

The Library is responsible for the following core services:



Provide reading, viewing, and listening materials



Provide early literacy programs and services to create young readers

Provide resources for lifelong learning

COMMUNITY FACTORS IMPACTING THE LIBRARY

COMMUNITY DEMOGRAPHICS

The Colleyville Public Library serves Colleyville residents with an estimated service population of 23,740. In FY2014 the Colleyville Public Library had 12,131 resident cardholders and 1,607 non-resident cardholders from surrounding cities that offer reciprocating services. The community is one of the most affluent and highly educated communities of the Dallas-Fort Worth Metroplex, with a median household income of $153,021 and nearly two-thirds of the city's population over 18 having an associates college degree or higher.

The Colleyville community has a median age of 45.6, which is significantly higher than the 33.6 median age of Texas residents. The median age has increased from 40.0 in 2000 to 45.5 in 2010 and 45.6 in 2013. The largest changes in population since 2000 include a decline in those aged between 35-44 and an increase in those aged 60 and 64.

Aging Population. A 2013 "Internet & American Life Library Services" survey found that Americans with children are the most likely users of the public library and as Americans age (50+) library use declines. In this same study older adults cited a decline in use do to a lack of programs and services tailored to their needs. The expectation of library service is different for the boomer generation (those born between 1946-1964) than previous generations. As they retire and shift life focus, the Library must address their needs and engage them. The Library will need to implement programs and services to engage this segment of the population, as 31.5% of Library card holders are boomers. Partnering with organizations that currently provide services to age 50+ citizens will allow the Library direct access to identify need and expand services. The Colleyville Public Library currently partners with the Colleyville Senior Center to provide programming and outreach. Moving forward this strategic partner will be valuable to keep the aging population engaged.

Affluence and Education. National statistics indicate wealthy and highly educated people are more likely to use libraries, with 50% of those with household incomes over $75,000 and 56% of those with a college degree having used a public library. With a median household income of $153,021, and nearly two-thirds of adults with a college degree, Colleyville citizens most likely have access to a computer at home or work. These same citizens are more likely to have access to mobile devices with internet access. The need to provide wireless access, appropriate seating and power for those patrons that bring laptops, tablets, smartphones, and e-readers will increase. The Colleyville Public Library's current furniture configuration limits this type of use. Additionally, the proliferation of mobile devices (tablets, smartphone, e-readers) is impacting the Library collection, as approximately one-third of all Library visits were on Overdrive (the digital collection portal).

CONSUMER TRENDS

Consumers are increasingly utilizing technology for the delivery of information and entertainment, which is having an effect on the public library. Access to information is just a click away and with the proliferation of mobile devices (laptop, smartphones, tablets, and e-readers) and that access has extended to an "Anywhere, Anytime" expectation by consumers. This is impacting library services as consumers expect easy access to a digital collection and are continually searching for comfortable spaces with free Wi-Fi.

A recent 2013 Pew research study among American adults 16 and older who read at least one book in the past year found that:

- Book Sales – Twenty-eight percent were e-books, which is up from seventeen percent three years ago, however the vast majority of e-book readers also enjoy printed books.
- Ownership - Ownership of tablet and/or e-book readers increases in adults with higher education and income levels. Forty-six percent of adults with a household income above $75,000 and a college degree have read an e-book in the past twelve months.
- Transformation - Growing public support for libraries to move books out of the library to create space for community and tech spaces is up to seventy percent (Americans ages 16+).

These trends are having an impact on library collections and services as consumers' habits are changing.

Digital Collection. The future adoption rate and use of e-books for public library patrons is difficult to predict, but these consumer trends indicate the digital collection will grow, potentially replacing a portion of the physical collection. This shift to include access to more digital content will require the library to maintain a strong online presence and continually evaluate the physical amenities and services offered.

Technology. The public library has a long history of providing communities with access to technology. Since the Library opened in 2003, the Colleyville Public Library has offered access to public computers. Over the years, the Library has expanded the technology it offers patrons, such as wireless access, self-check-out and self-check-in machines. These types of technology allow the public to quickly return and get new items, and have the added benefit of making staff more efficient.

Transformation. As information has become easier to access, libraries are modifying their physical spaces to stay relevant. The library as a warehouse of information is an outdated concept. The library of the 21st century is a social place, a community workshop, a hub filled with the tools of knowledge. The overall mission of the public library remains a cornerstone of our free society: providing free and fair access to information anytime, anywhere. Libraries must evaluate and modify their existing collections and services to meet these shifting community needs. By identifying materials, services, and spaces that are inefficient or underutilized, the Library can find space and shift funds to help meet these changing needs.

Time Compression. The spectrum of human need is continually expanding. The paradigm of "need" is changing, evolving, and most importantly, speeding up. Time compression is affecting nearly every aspect of our lives, but as we compress our time, we are also compressing our needs. Today people sleep, on average, two hours less per night than 80 years ago. People are eating lunch and dinner on the run and younger generations are multitasking experts, surfing the web and watching TV at the same time. A recent Internet & American Life Library Services Survey found 43 percent of the people in our society are having trouble making decisions because of sheer data overload. This shift in human behavior is having an impact on the Library, as people expect streamlined access to materials and services.

COMMUNITY OPINION REGARDING THE COLLEYVILLE PUBLIC LIBRARY

As part of the overall needs assessment process, the planning team engaged the community to assess overall satisfaction, as well as current and future needs. A survey was distributed which resulted in **1,386 total participants** of which 71 were not current Library cardholders and 118 were nonresidents. Questions included assessment of the Colleyville Public Library's current conditions, challenges (current and future), strengths, barriers and expectations, and what services the Library might provide to address those outcomes / findings. The results indicated an overall satisfaction with Library services and staff.

Who Participated

Participant Snapshot

1,386 total participants

95% are Colleyville Public Library card holders

87% have used the Library in the past year

44% have children at home

58% have used the Library in the last month

How the Participants Use the Library

- Respondents find weekday afternoons the most convenient time to visit the Library.
- 41 percent of respondents find out about Library programs and services via the Library website.
- 94 percent of respondents believe the role of the Library includes providing books, movies, and music for people to borrow, which the Library does currently.
- 43 percent of respondents pick-up holds when visiting the Library.

What the Participants Thought

- Respondents overwhelmingly find the staff helpful and pleasant.
- Most check out books, movies and music when visiting the Library.
- Respondents noted the limited digital collection as a barrier for use.
- 80 percent of respondents expect their use of digital downloaded content to increase over the next five years.

What the Participants Want

- 85 percent want an increased selection of downloadable books.
- 94 percent want an increased selection of bestselling books.
- Respondents want additional access to children's programs.

Additional needs identified include

- Access to more comfortable seating for reading, studying, or meeting with friends.
- Ability to return digital materials early.
- A "clearer and simpler way to download e-books and videos."
- Increased access to bestselling books.
- Increased access to books that are part of a popular series.

PEER LIBRARY COMPARISON

The Colleyville Public Library performs very well within the State of Texas. Utilizing the Texas Public Library Statistics for 2014, the planning team compared the Colleyville Public Library vs. communities with a population of (15,000-24,999) and the state average for all libraries.

The Colleyville Public Library excels in key performance criteria such as library visits per capita (18 percent above state average), circulation per capita (88 percent above state average), and circulation per hour (three times the state average). The high circulation per capita and circulation per hour statistics are a good indication the collection is being used by the Colleyville community.

The digital collection for Colleyville is circulating at a rate 2.3 times the state average. As more patrons shift to accessing the collection digitally, the statistic of library visits per capita indicates the facility and programs remain relevant to community needs.

Peer Library Analysis

	Colleyville FY 2014	*Average 15,000 – 24,999 population FY2014*	*Average Statewide FY2014*
Total Circulation	9.60 items/capita	4.74 items/capita	5.10 items/capita
Library Visits	5.48 visits/capita	3.27 visits/capita	4.63 visits/capita
Adult Digital Circulation	0.61 items/capita	0.33 times	0.26 times
Adult Physical Circulation	4.42 items/capita	2.80 items/capita	3.03 items/capita
Children's Physical Circulation	4.54 items/capita	1.58 items/capita	1.76 items/capita
Adult and Children's Program Attendance	0.78 /capita	0.38 /capita	0.63 /capita

Reference Appendix for Peer Library Analysis

LIBRARY SERVICES ASSESSMENT

LIBRARY SERVICES ASSESSMENT

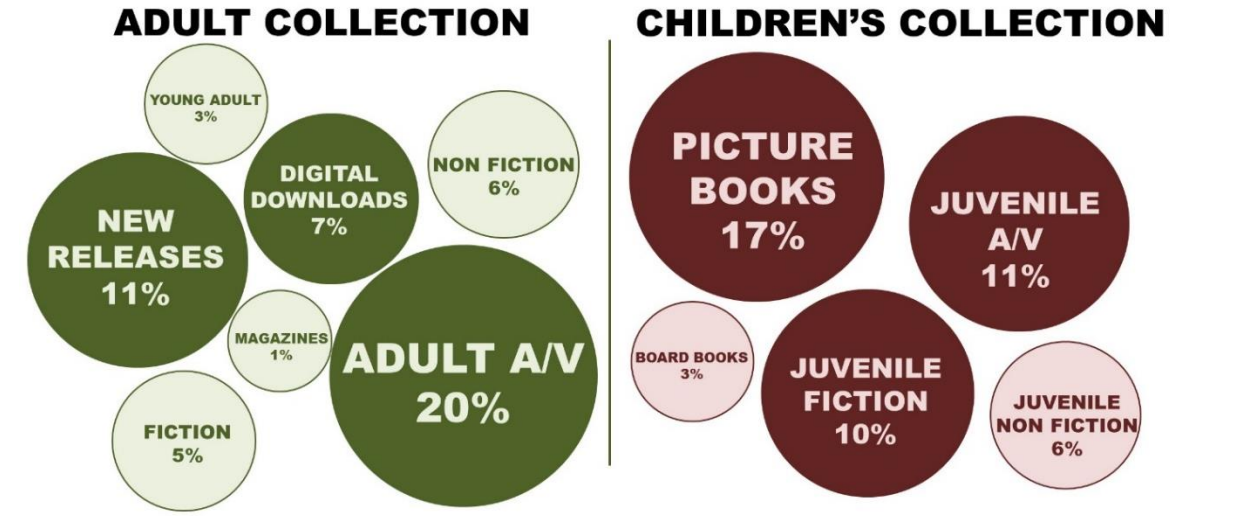
OVERVIEW OF CURRENT LIBRARY SERVICES

Overall, the planning team found the Colleyville Public Library to be a well-organized, active public library. The Library is separated on two floors with the adult, teen, and staff areas located on the first floor and the children's area and program rooms located on the second floor. The facility is in good shape and well maintained. The Library includes adult and children's collection areas, ten adult and twelve children public access computers, three study rooms, a dedicated teen room, a dedicated storytime room, a dedicated craft room and support staff spaces. The Library provides access to adult, teen and children's collections, and table and lounge seating. The facility has maximized its capacity in providing adequate space for collections, programs and services to the community.

ASSESSMENT OF THE LIBRARY'S COLLECTION

The collection is well-managed and well-organized. The Library's overall circulation of 9.60/items per capita is well above the state average, and is an indication of use by Colleyville citizens. The circulation by collection breakdown indicates Adult Audio/Video and Children's Picture Books as significant leaders in the number of checkout by patrons. These are very typical results for suburban public libraries, as the most popular collections are typically children's books, DVD's (both children's and adult) and new releases. In 2014, approximately sixty percent of all items checked out at the Library fit into these four collections. Where this result is typical, it fails to give a true indication of the actual use of each collection, as the A/V collections have a lending time different than that of new releases. To get a true indication of use, a collection utilization formula was applied.

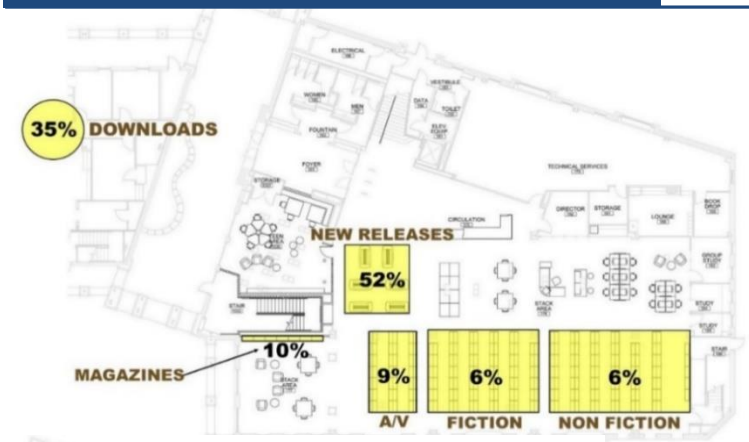
Circulation by the Numbers (FY2013-2014)



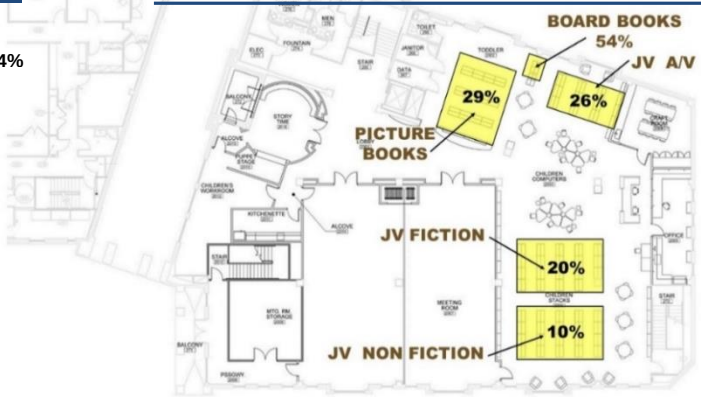
COLLECTION UTILIZATION

The planning team evaluated the utilization of each collection by taking the collection turnover and dividing by the circulation period. The collection turnover is a data point that represents how frequently a given collection is checked-out. The circulation period for the Library is 21 days for books and seven days for Magazines, Adult DVDs, Children's DVDs, and Music CDs. The resulting utilization percentage is the amount of collection in circulation at any given time revealing the intensity of use. Applying this formula to each collection, gives a resulting map of use. The top three most utilized collections were the Board Books (54 percent), New Releases (52 percent), and Digital downloads (35 percent). Library planners use a 20 percent utilization for any given collection to determine the number of shelves required. Having 20 percent of the collection in circulation at any given time allows access to high demand items, without high wait times. The Colleyville Public Library's utilization results indicate a need to expand these collections to meet demand. Conversely, the Adult Fiction and Non Fiction collections have a low utilization, which can be attributed to a shift in access to content online, and how the Library displays the collections. The Library displays many popular Fiction and Non Fiction items in the new book collections, providing patrons easy access. These results indicate a need to evaluate and transition collections.

Adult Collection Utilization



54%



Additionally as a rule of thumb, the shelf life of a book is measured by the number of times it circulates with an average shelf life of forty check outs. Given the high volume of circulation for these collections (8.22 for New Releases and 9.08 for Board Books) one would expect to replace approximately 20 percent of this collection annually to maintain a current and visually appealing collection.

The Library can evaluate each collection to determine high circulation items and shift collection allocation toward these high use items. Conversely, the Library currently has several collections which are underutilized that need evaluation as well. Growth of the collections is currently constrained by the limits of the Library facility; therefore, to add additional items to the heavily used collections will require a reduction of items that are circulating less frequently.

ASSESSMENT OF THE LIBRARY'S TECHNOLOGY

The Colleyville Public Library provides a basic level of technology access to the community with 22 public computers, a digital projector in each community meeting room and a large format monitor in the teen room. Checking materials in and out has been streamlined for both patrons and staff with the addition of six self-check machines and two automated book returns (exterior and interior). A digital sign in the lobby provides marketing opportunities and access to online catalogs assisting the public searching for materials.

Library users' expectations change as new and more advanced technology becomes available to the general public. These changing expectations require the Library to assess and implement new technologies as people's needs change. Currently, the adult public computers are underutilized, with patrons using them approximately 20 percent of available hours. This can be attributed to public adoption of mobile devices and access to computers at home or work. Patrons have access to mobile phones, tablets and computers they carry with them, which has shifted the demand of the Library from providing public computer access to providing a robust Wi-Fi system and access to power for these mobile devices.

The planning team recommends transitioning the adult public computers to a flexible furniture system. The existing large stations in which the computers are located were originally designed as a study area. These oversized units take up a lot of room and do not provide any flexibility. Transitioning to an open table style furniture system will provide space for the adult public computers, as well as, space for people who bring their own devices.

The children's area includes two types of fixed computer systems which provide access to toddler and juvenile age ranges. Due to a proprietary software system, the Library is not able to track computer use for the toddler computers. The computers that allow tracking indicate consistent usage during available hours. The Library can implement a visual tracking method for the toddler computers to evaluate use and make adjustments accordingly.

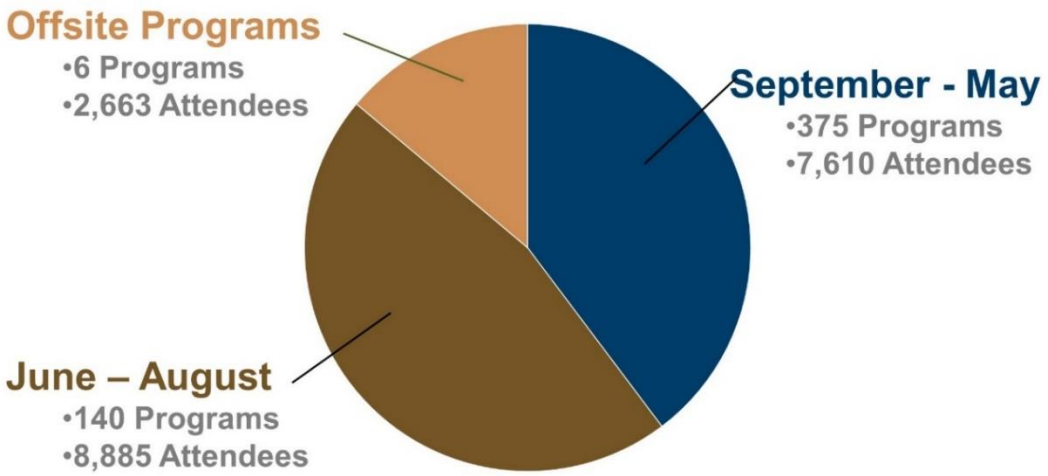
ASSESSMENT OF THE LIBRARY'S PROGRAMMING

The Colleyville Public Library is a vibrant amenity in the Colleyville community. The children's programming offered at the Library is comprehensive and well-attended. The second floor programming rooms were utilized 76 percent of available hours.

Many of the most popular children's programs require registration and quickly reach capacity. The community expressed a need for increased access to these popular children's programs that quickly reach capacity. In particular, patrons noted in the online survey the spots in the programming for 2 to 4 year old children are sometimes at maximum capacity. The planning team recommends evaluation of these popular programs, moving the location to a larger capacity room, or adding a second time to increase availability.

As stated earlier in the report the demographics of Colleyville will have an effect on use, as national statistics indicate that as a population ages, they often become disconnected with the public library. The Colleyville Public Library does a great job marketing to children and providing quality programming. Working with the Recreation staff at the Colleyville Senior Center, the Library does engage the aging population through joint programming. The Library can expand on this outreach with an active marketing plan for adult programming. Using outreach efforts as well as surveying the community and the patrons on what program topics would interest them could improve the outcome of participation for adult programming.

All Programming (Adult, Children, & Teen) FY2014



ASSESSMENT OF THE LIBRARY'S FACILITY

The existing building is 23,280 square feet located at 110 Main Street. The building was originally constructed in 2003, and the second floor was renovated in 2011. The existing location is centrally located within the Colleyville service area, and is attached to the City Hall as part of a municipal complex.

The existing building is heavily used by Colleyville community and others with over **134,314 visitors** in FY2014. The facility is in excellent condition and well-maintained. Overall, the layout is manageable for patrons and staff, however inefficiencies were found in the first floor layout. The community expressed easier access to popular materials as the most significant change to improve the facility. Many of the popular materials are located in close proximity to the entry on the first floor, however, the experience of finding these items is not as intuitive as it could be. The planning team recommends implementing an enhanced marketing and signage strategy for popular items, both physical and electronic.

The first floor layout (furniture, collection, and seating) has not changed much since opening of the facility in 2003. During the renovation of the second floor in 2011, the first floor meeting room and children's areas were relocated, enabling the Library to create a teen room and provide additional space for seating and mobile shelving. The result is a more open layout, however the remaining desk, seating, technology, and collection layout has remained static. As access to information and technology have changed, the requirements of library spaces has changed. The following items are contributing to the inefficiency of the first floor layout:

- **Multiple Service Desks** - The existing service desk configuration is inefficient and confusing to patrons. The close proximity of two desks (less than 20 feet apart) requires patrons to navigate between them for any needs/questions.
- **Public Computers** - The existing adult public computer furniture is oversized and does not allow flexibility.
- **Seating Flexibility** - The facility lacks flexibility in seating choices for patrons within the adult area. Often a four person table is utilized by only one person.
- **Access to Power** - The existing furniture does not have access to power for personal devices.
- **Layout** - The organization/layout of the facility does not maximize marketing of collections, services and programs.
- **Lounge Seating** - The existing adult lounge furniture is showing wear.

The second floor layout contains a combination of programming rooms, storytime, and children's collection area. The layout is working for the Library's needs. The online survey results indicated a need to locate a few popular adult materials on the second floor for parents of small children to browse while their children are utilizing the second floor services.

The Colleyville Public Library's core mission for many years has been access to the collection, which remains one of the most important services they provide. Nevertheless, a modern public library is far more than just a warehouse for its

physical collection. Reader seating is an important measure of a library's ability to accommodate visitors who come to read, socialize, and use the collection.

Libraries try to provide a range of seating types to meet the needs of a variety of users, including those who wish to sit comfortably while they read or browse current materials, students who need space at a table or groups that need space to spread out and collaborate on projects.

There is a lack of lounge and task seating throughout the first floor of the Library. The existing four seat tables are large and most often accommodate one person. A variety of table sizes, both two seat and four seat, as well as, lounge furniture with access to power could greatly improve the flexibility for patron use.

CONCLUSIONS

CONCLUSIONS

What the Library does well…

Circulation is Strong

102% ABOVE

THE STATE AVERAGE FOR FY2014

234,667 items or 9.6 items per resident

It's a Destination

134,314 VISITS FY2014

|OR|

67% ABOVE THE STATE AVERAGE FOR PEER COMMUNITIES

Programming is Excellent

19,158

LIBRARY PROGRAM ATTENDEES FOR FY2014

120% above the state average and second among peer cities

What the Library can do to improve…

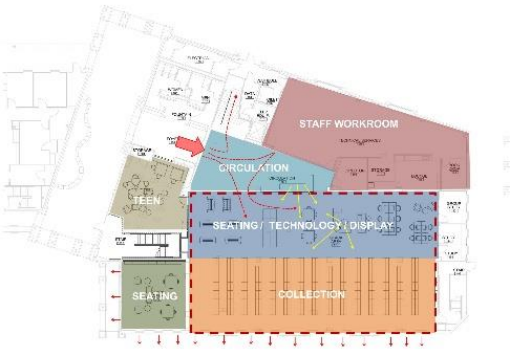
Priority 1

IMPROVE ACCESS TO POPULAR MATERIALS

- Reallocate collection development to meet patron use patterns, expanding the collection of high use items.

Priority 2

SIMPLIFY USER ENGAGEMENT



- Increase flexibility of space by transitioning the adult public computers furniture to an open table system.
- Transition to one staff service desk on the first floor.
- Improve access to popular items.
- Increase the variety and type of seating.

LIBRARY SERVICE RECOMMENDATIONS

LIBRARY SERVICE RECOMMENDATIONS

Recommendation **Reallocate collection development to meet patron use patterns**

The Colleyville Public Library's collection management plan is well crafted and gives appropriate weight to the educational, informational, cultural and recreational needs and wants of citizens. Although the collection is well-selected and carefully maintained, the circulation data indicates an imbalance of use by patrons. The high and low use of specific collections indicates a need for a performance based collection management system.

Goal The Colleyville Public Library should strive to achieve a balanced collection utilization over the next five years.

Action Plan

Step 1: Beginning in FY17, evaluate and transition collection funding to provide a balanced collection utilization.

Step 2: Beginning in FY17, evaluate a performance based collection management software solution to monitor the collection utilization over the next five years.

Recommendation **Transition to a single service point on the first floor**

The current first floor service desk configuration is inefficient and confusing to patrons. The close proximity of two desks (less than 20 feet apart) requires patrons to navigate between them for services. Additionally, these two desks take up a lot of floor space that could be used for display of high use collection items, or additional seating.

Goal The Colleyville Public Library should plan to reconfigure the existing service desk configuration to a centrally located single service point.

Action Plan The following are two options to create a single service point on the first floor:

Option 1: Remove the existing reference desk and transition staff and equipment to the existing circulation desk.

Option 2: Purchase a new single service point desk and remove the existing circulation and reference desks.

(The report includes two conceptual reconfiguration plans. Reference page 18 for options.)

Recommendation **Revise public access to technology**

The Colleyville Public Library's adult public computers are underutilized, as the computers are used 20% of all available hours. This can be attributed to the public's access to personal computers and high speed internet at home or on mobile devices. The Library has seen an increase in patrons utilizing their own devices, which has increased the need for flexible seating.

Goal The planning team recommends the Library transition the adult public computers to a flexible furniture system that will allow access to power for patrons that bring their own devices.

Action Plan Replace the existing adult computer furniture with a series of tables that include power for laptops and mobile devices.

Recommendation **Update and increase the number of reader seats**

There is a lack of lounge and task seating throughout the first floor of the Library. The existing four seat tables are large and most often accommodate one person. A variety of table sizes, both two seat and four seat, as well as, lounge furniture with access to power could greatly improve the flexibility for patron use.

Goal As furniture items meet their lifespan, the Library should replace tables and seats that allow for mobility and power connectivity.

Action Plan **Step 1:** Replace the existing adult lounge seating, as it is worn and needs to be replaced.

Step 2: Increase public access to reader seating, as existing furniture items get removed or reallocated.

(The report includes two conceptual reconfiguration plans. Reference page 18 for options.)

Recommendation **Improve access to popular materials**

The existing facility is in excellent condition and well-maintained. Overall, the layout is manageable for patrons and staff, however the community expressed easier access to popular materials as the most significant change to improve the facility. Many of the most popular adult materials are located in close proximity to the entry, however, navigation of these items is difficult without a cohesive marketing plan. As the Library begins to balance the collection utilization, a transition of required collection capacity is anticipated. This will require the Library to reallocate shelving and revise the layout to provide easy access to those popular items.

Goal The Colleyville Public Library should evaluate and revise the location and access to popular materials as the amount of collections change. Additionally, the Colleyville Public Library should implement a marketing plan to keep patrons informed of the services available.

Action Plan

Step 1: Provide signage for current shelving units that display popular items.

Step 2: As the popular collections grow and less popular collections decrease, the Library should implement a plan to revise shelving accordingly.

Step 3: Provide a minimum of one mobile shelving unit on the second floor with access to popular adult collection items. The Library should track the utilization of these shelves and adjust the location / collection as required.

(The report includes two conceptual reconfiguration plans. Reference page 18 for options.)

Recommendation **Revise access to children's programs**

Many of the most popular children's programs require registration and quickly reach capacity. The community expressed a need for increased access to these popular children's programs that quickly reach capacity. In particular, patrons noted in the online survey the spots in the programming for 2 to 4 year old children are sometimes at maximum capacity.

Goal Expand access to popular children's programs

Action Plan The planning team recommends evaluation of these popular programs, moving the location to an existing larger capacity room, or adding a second time to increase availability.

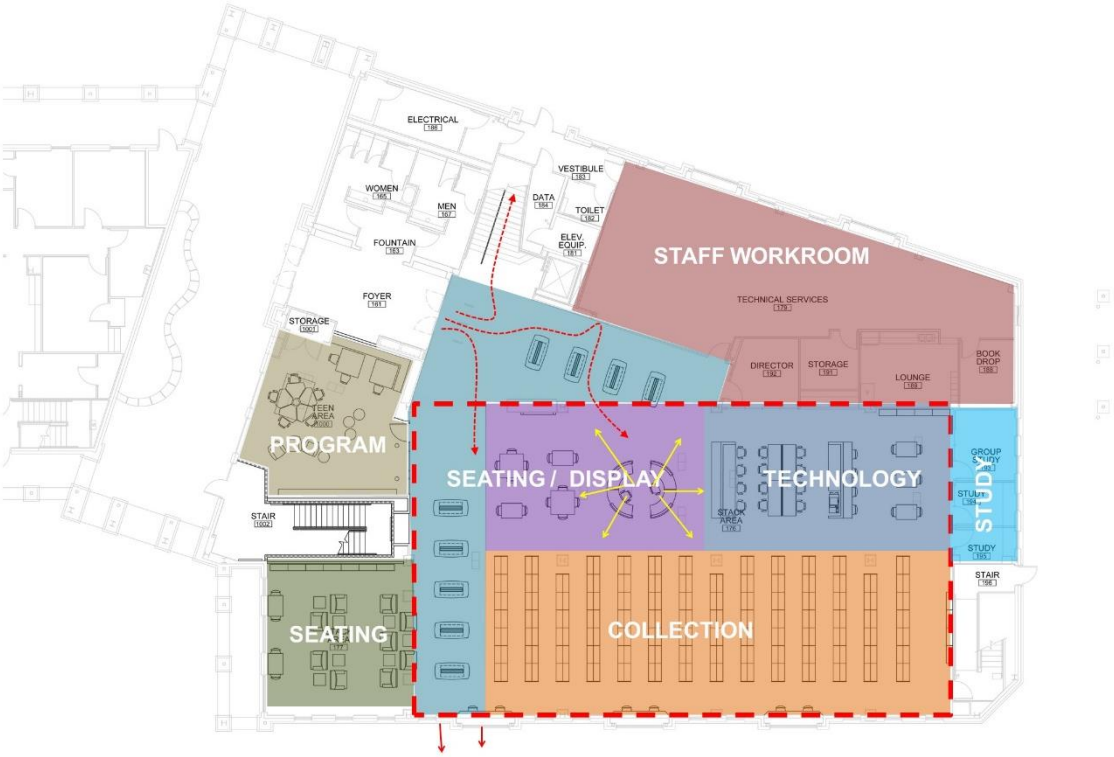
Recommendation **Engage the aging population**

The Colleyville community has a median age of 45.6, which is significantly higher than the 33.6 median age of Texas residents. The median age has increased from 40.0 in 2000 to 45.5 in 2010 and 45.6 in 2013. The Library should initiate programs and services to engage this segment of the population, as 31.5% of Library card holders are boomers.

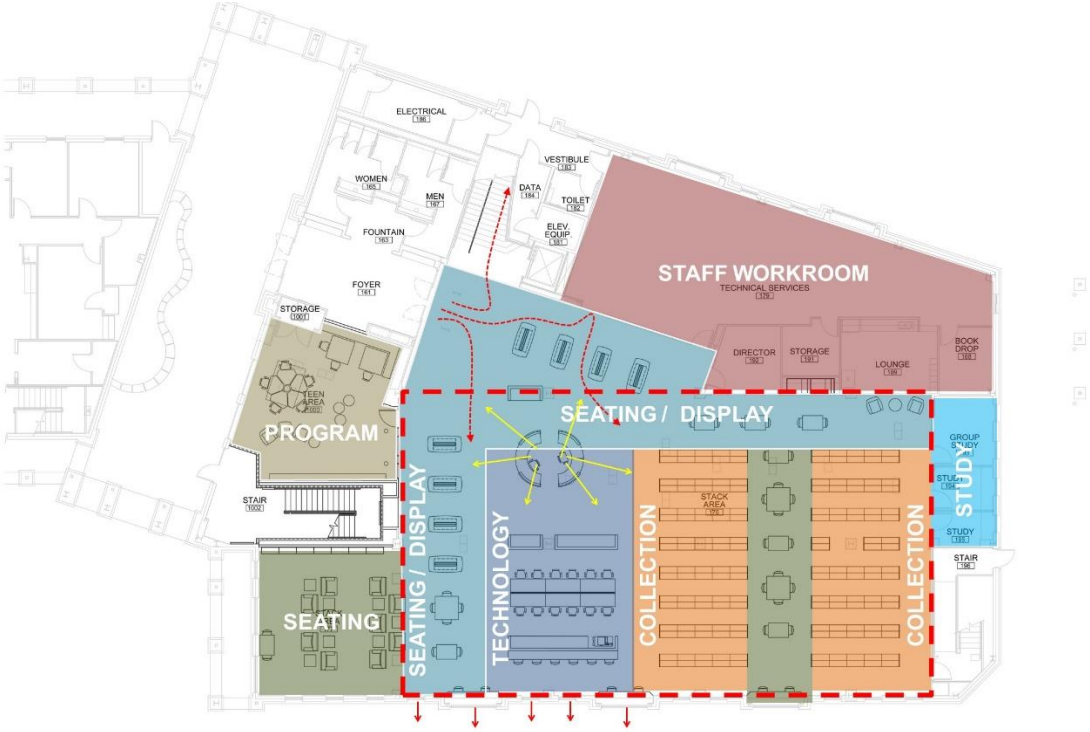
Goal To stay relevant with the adult community by offering programming and services specific to their needs.

Action Plan The planning team recommends expanding upon the existing partnership with the Senior Center to provide outreach to the aging population. Additionally, the Library should implement an active marketing plan for adult programming and survey community members to determine programs, services, and collections that are relevant to older Library card holders.

First Floor Organizational Layout – Scheme One



First Floor Organizational Layout – Scheme Two



Implementation Plan

A logical progression of next steps should include a strategic approach to the implementation of recommendations. The recommendations with little to no cost impact on the library budget can be implemented upon the approval of the long-range plan. The recommendations with cost implications can be implemented as funding becomes available. Currently the Library Friends, Library Foundation, and individual donations are additional funding sources.

Implementation of Recommendations

1. Reallocate collection development to meet patron use patterns
    - The Library has already begun the process of analyzing the various collections to determine items with high and low use. Based on this information the library has started the process of shifting collection allocation to increase access to the high use items.
2. Transition to a single service point on the first floor
    - Upon approval of the long-range plan a further planning process to develop the specific modification such as desk design, and furniture selection will be required to establish the layout, phasing, and cost impacts. The revised furniture layout, type of furniture, and phasing strategies will all impact the total project cost.
3. Revise access to children's programs
    - Upon approval of the long-range plan the Library should begin evaluation of popular programs to determine the program expansion needs (moving to a larger room or providing a second time).
4. Improve access to popular materials
    - Upon approval of the long-range plan and based upon the analysis of the collection the Library should begin to provide signage for popular items and shift collections accordingly.
5. Revise public access to technology
    - Upon approval of the long-range plan a further planning process to develop the specific furniture selection will be required to establish the layout, phasing, and cost impacts.
6. Update and increase the number of reader seats
    - Upon approval of the long-range plan a further planning process to develop the specific furniture selection will be required to establish the layout, phasing, and cost impacts. The Library previously developed a plan to increase the number of reader seats within the magazine area. Based upon available funding the Library should proceed with the established plan for additional seating in this area.
7. Engage the aging population
    - Upon approval of the long-range plan the Library should expand upon the existing partnership with the Senior Center and implement an active marketing plan for adults.

APPENDIX

LIBRARY UTILIZATION RESULTS

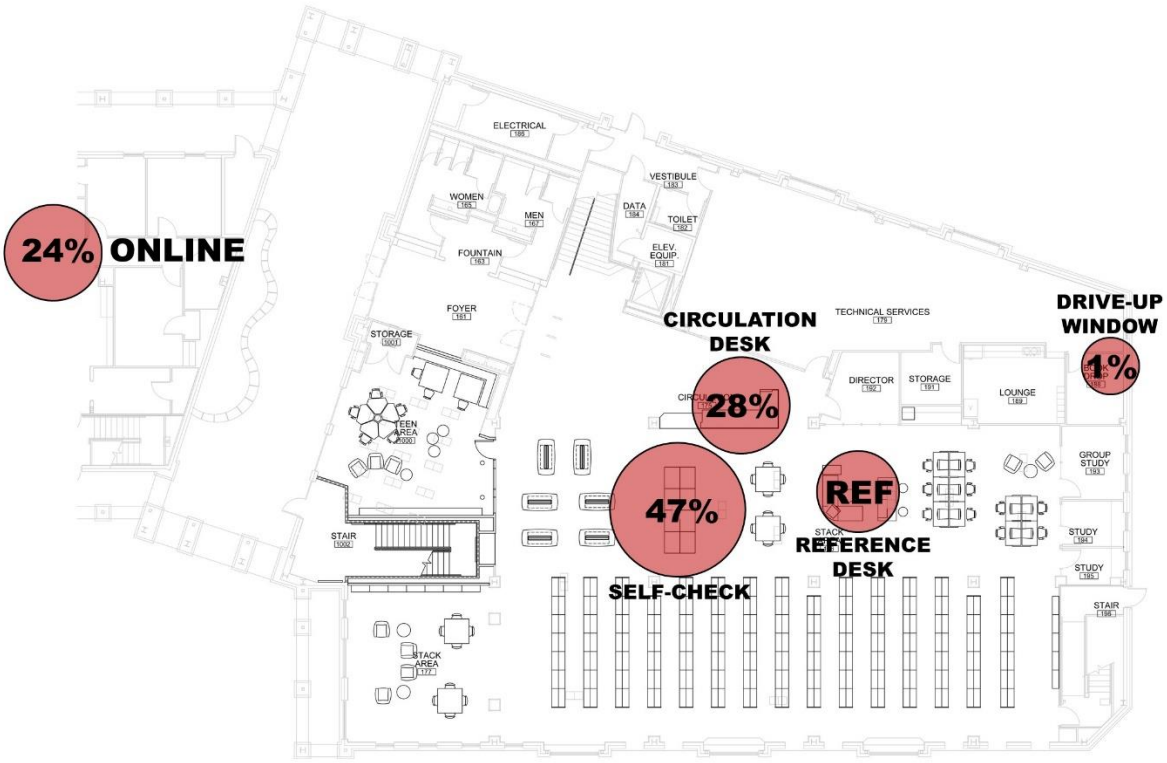
APPENDIX - LIBRARY UTILIZATION RESULTS

GENERAL USE STATS

Computer and Study Room Use – Lower Floor

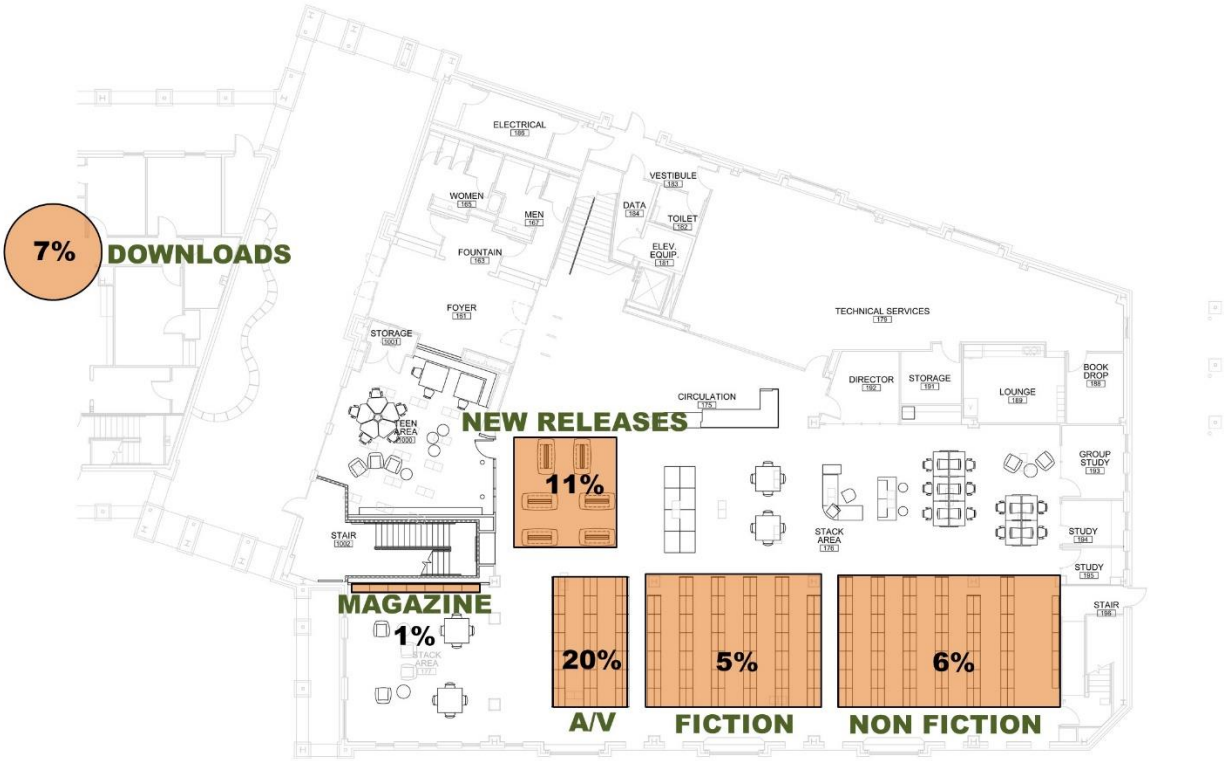
GENERAL USE STATS

Transactions – Lower Floor



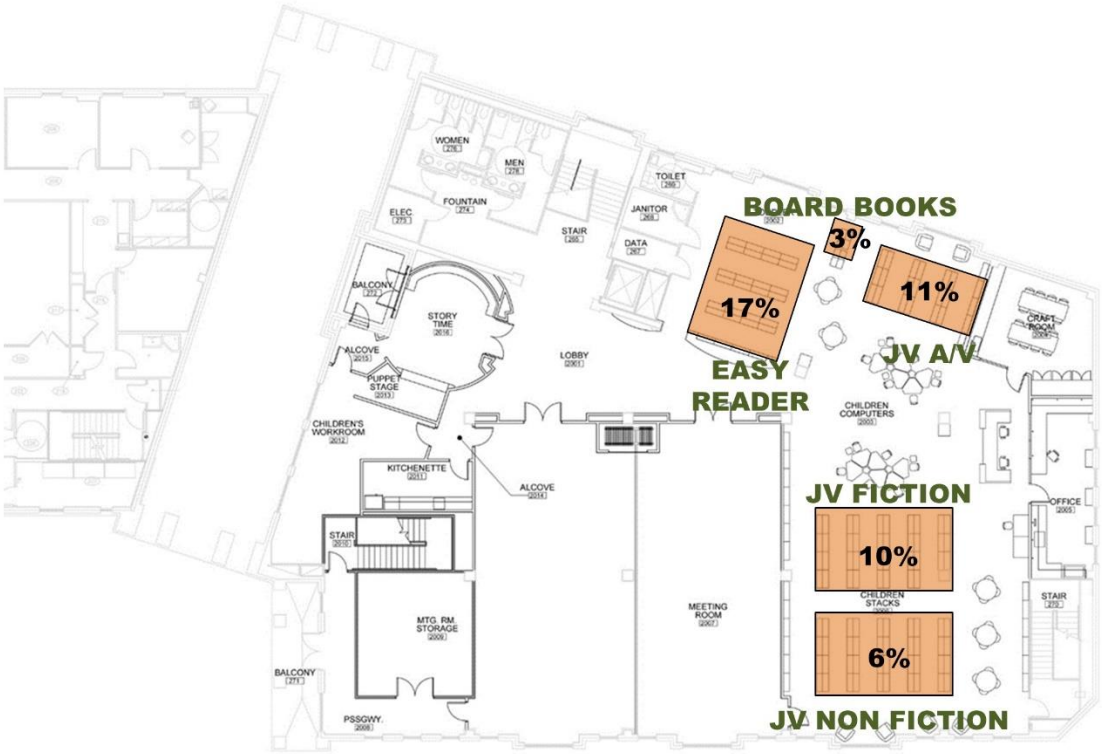
GENERAL USE STATS

Total Adult Circulation – Lower Floor



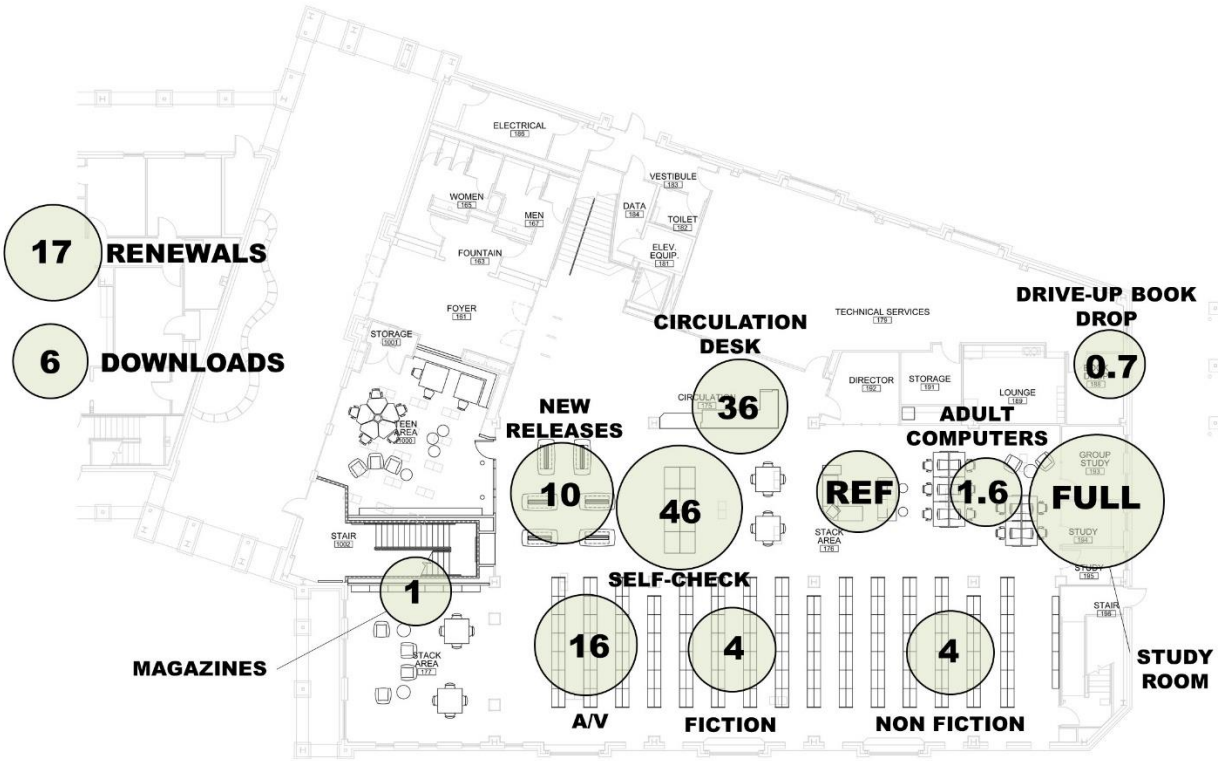
GENERAL USE STATS

Total Children's Circulation – Upper Floor



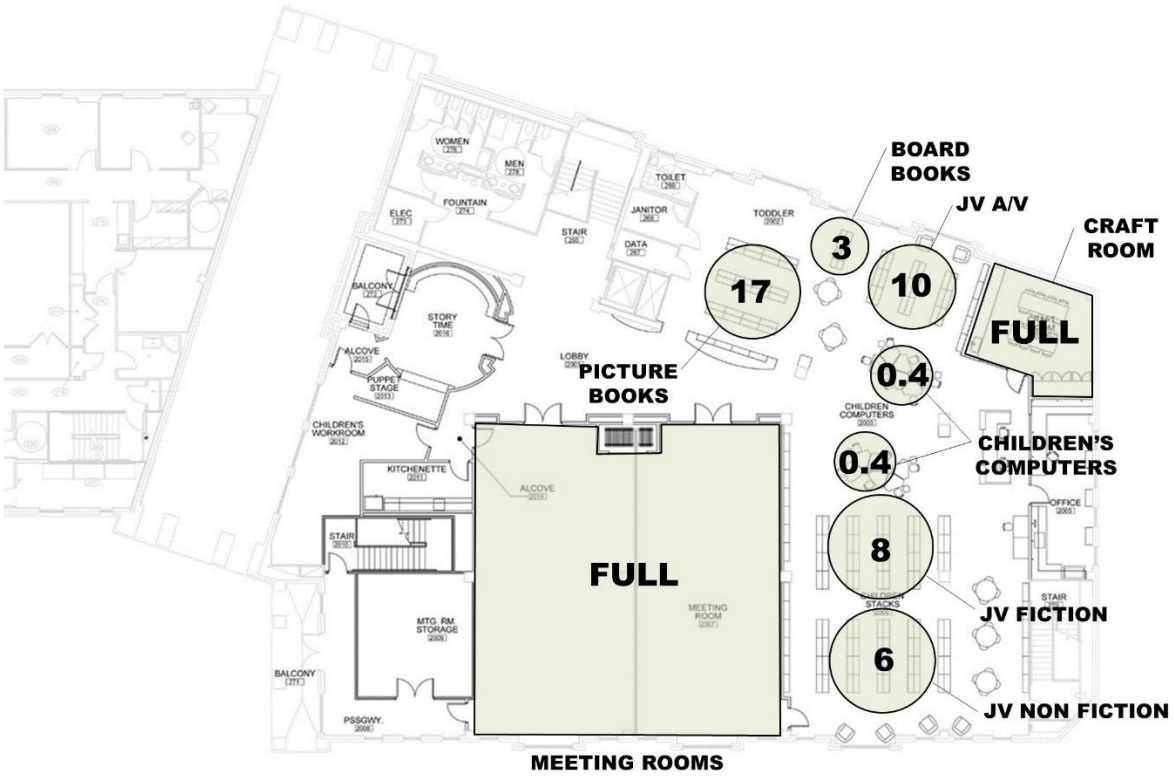
GENERAL USE STATS

Use per Hour – Lower Floor



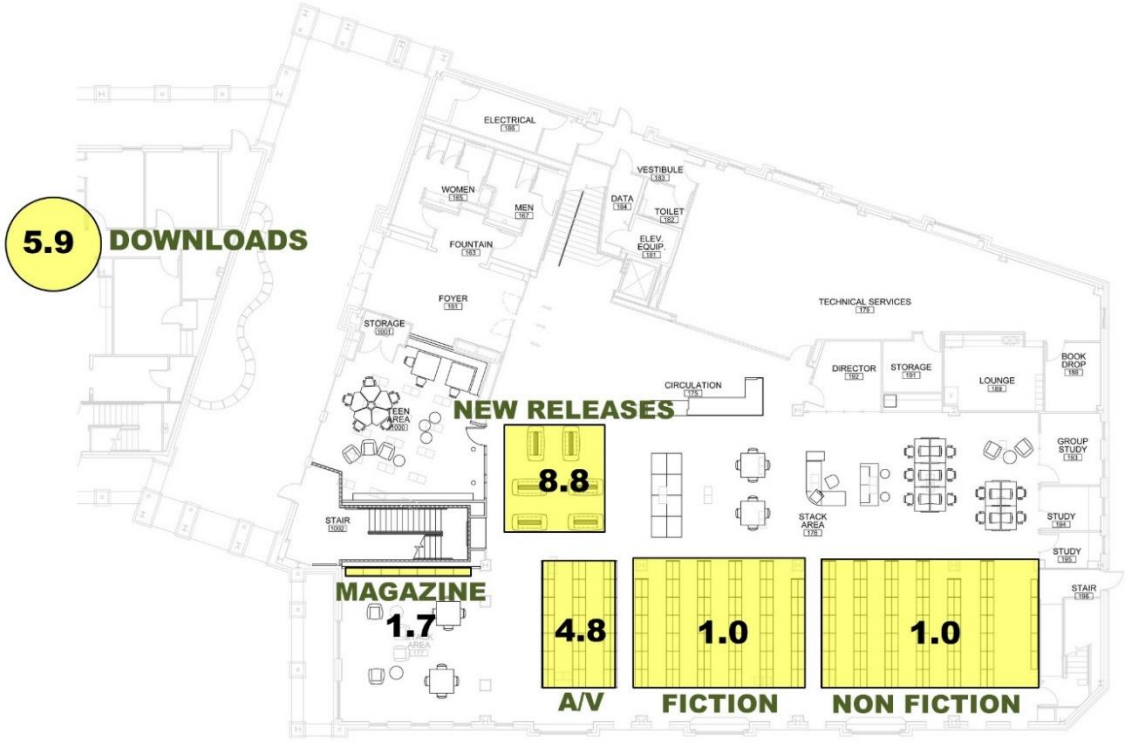
GENERAL USE STATS

Use per Hour – Upper Floor



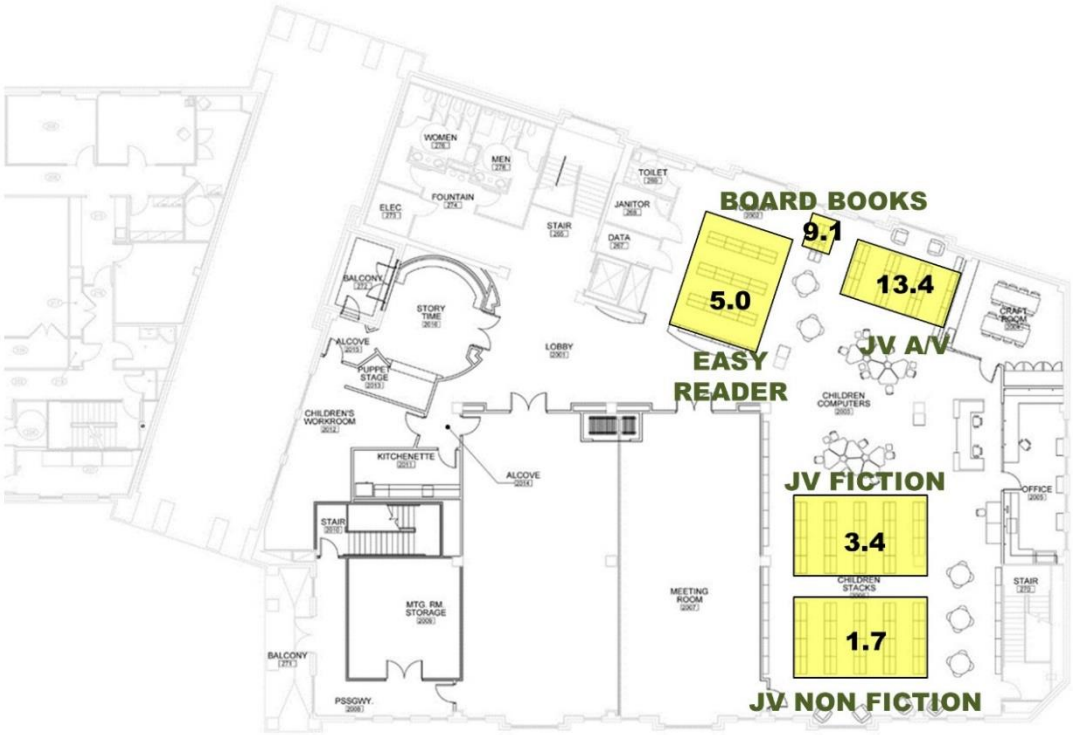
GENERAL USE STATS

Average Use per Item (Adult Collection) – Lower Floor



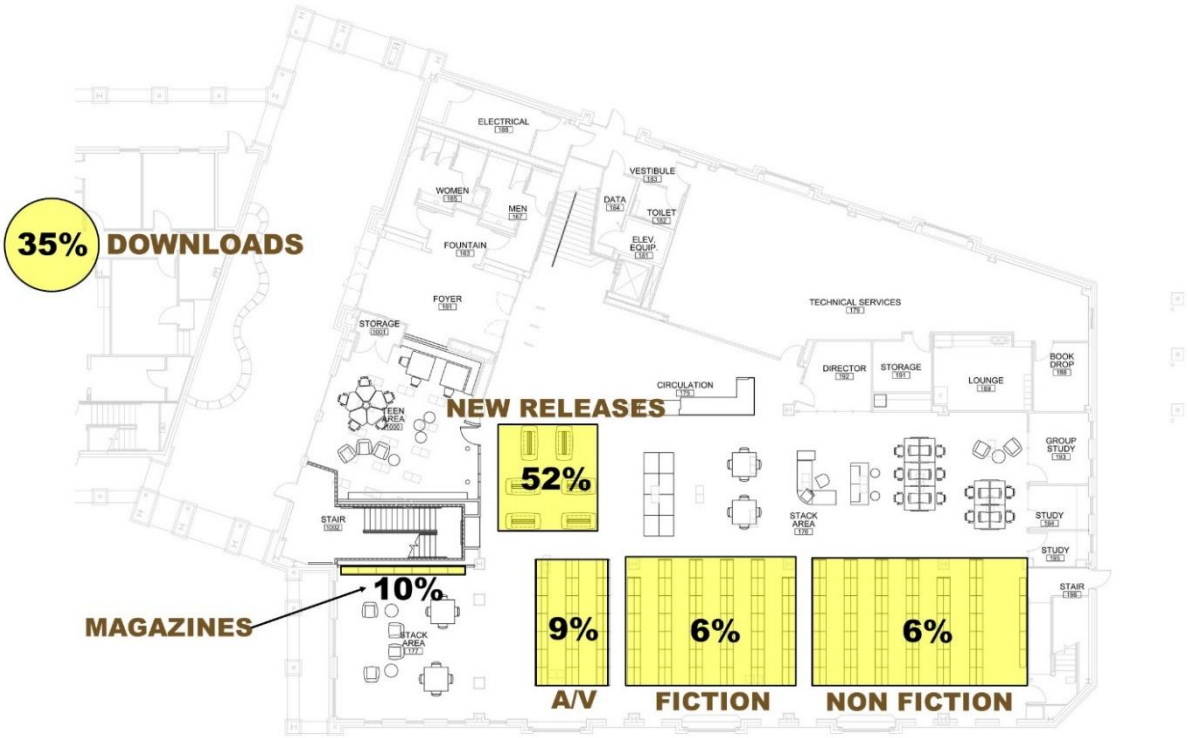
GENERAL USE STATS

Average Use per Item (Children's Collection) – Upper Floor



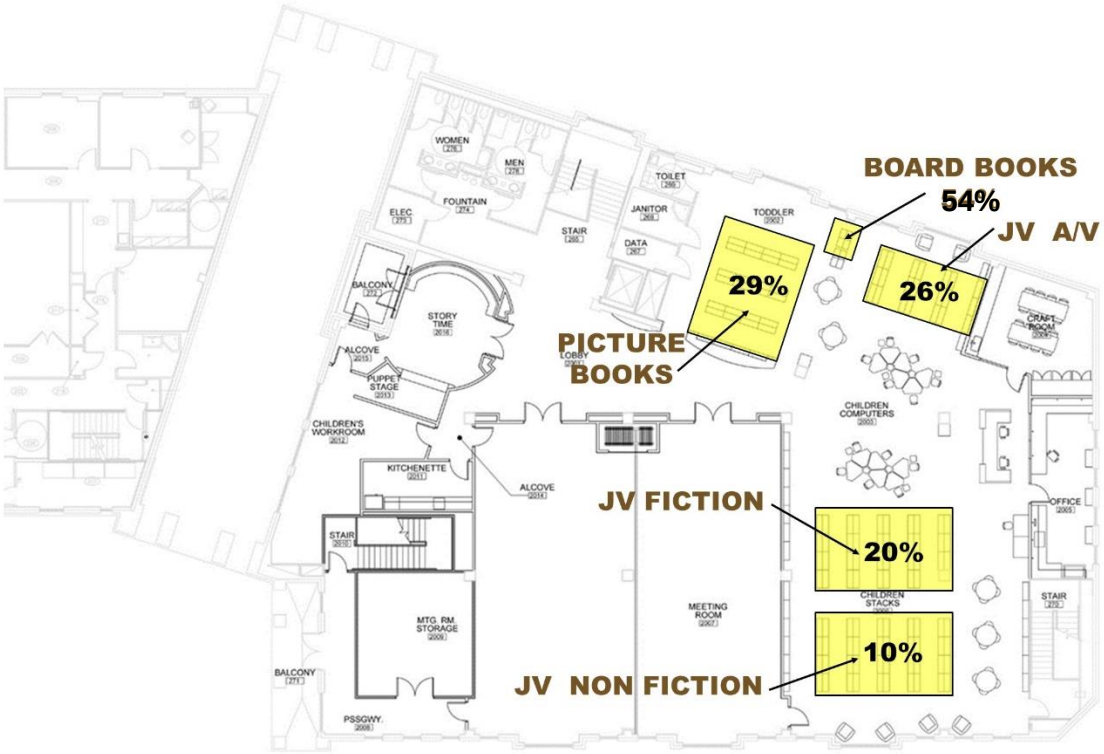
GENERAL USE STATS

Collection Utilization (Adult Collection) – Lower Floor



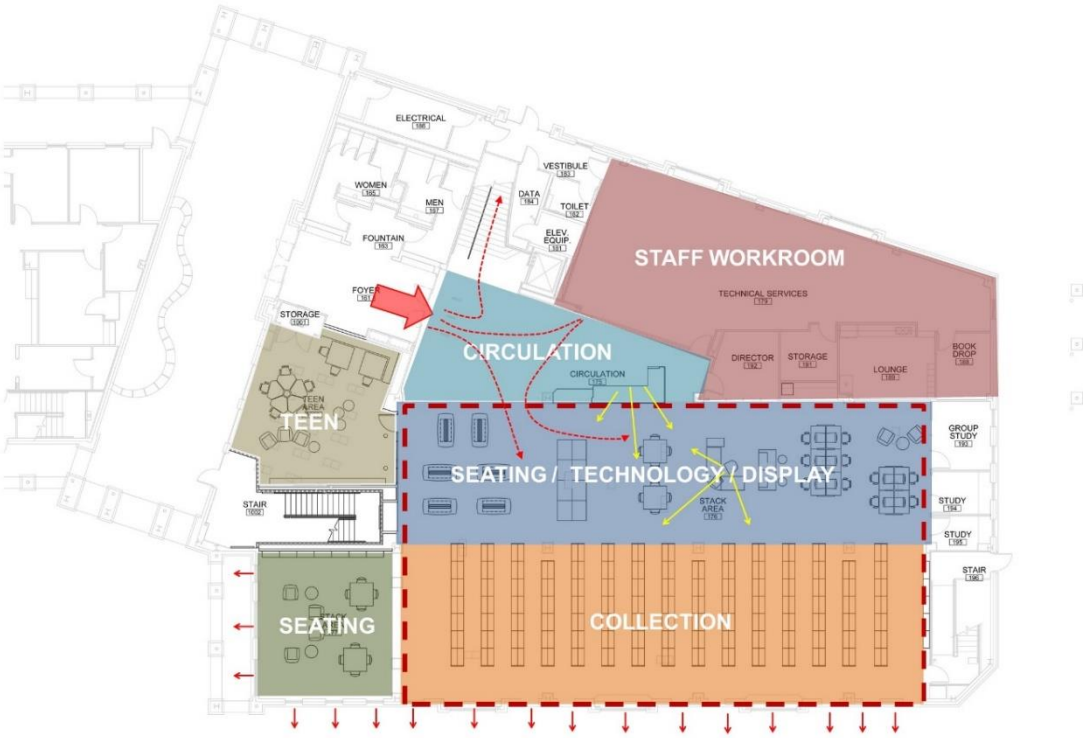
GENERAL USE STATS

Collection Utilization (Children's Collection) – Upper Floor



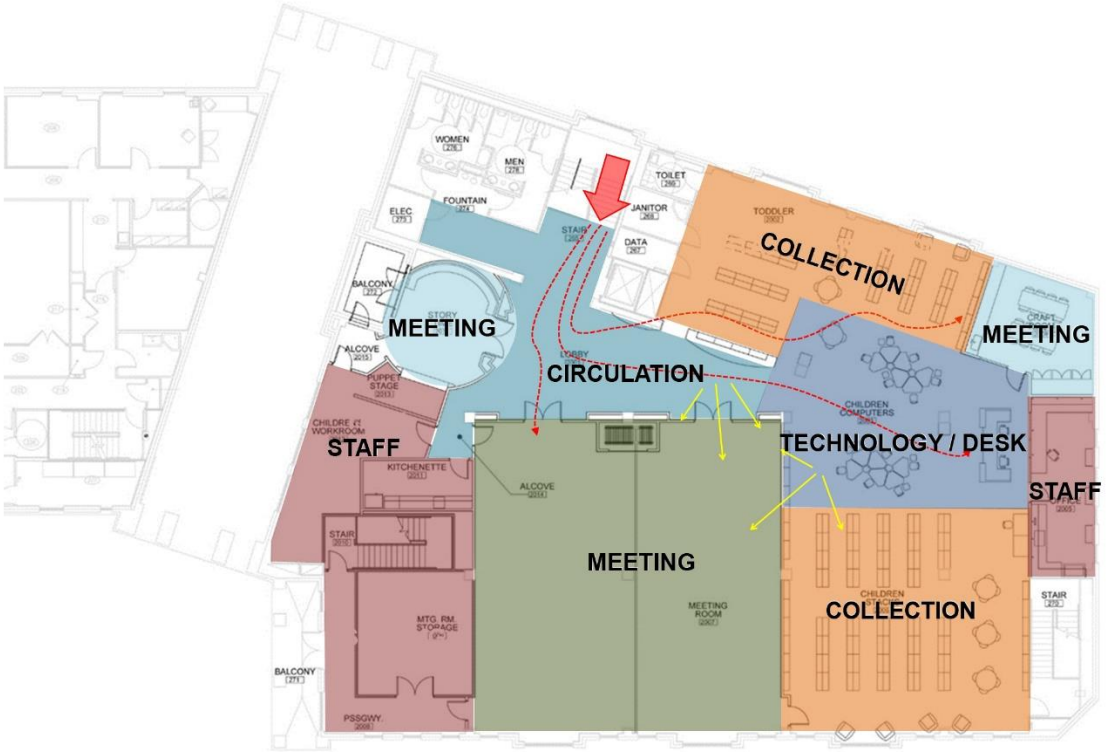
CURRENT LAYOUT

Lower Floor



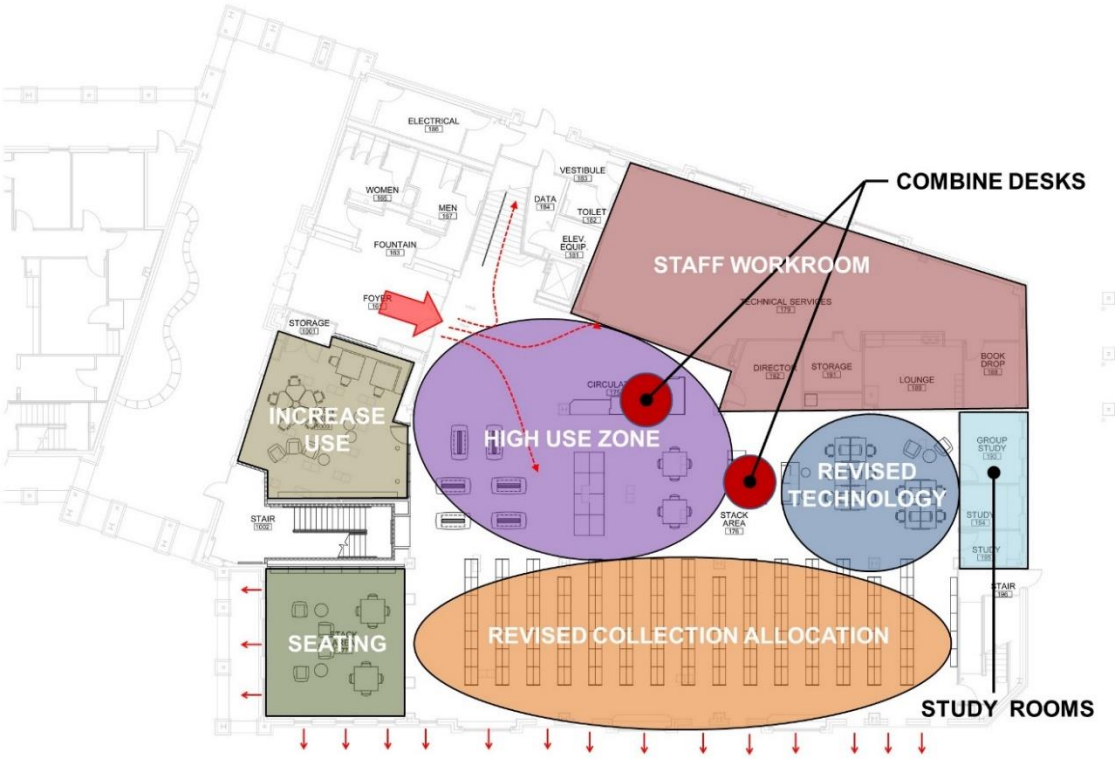
CURRENT LAYOUT

Upper Floor



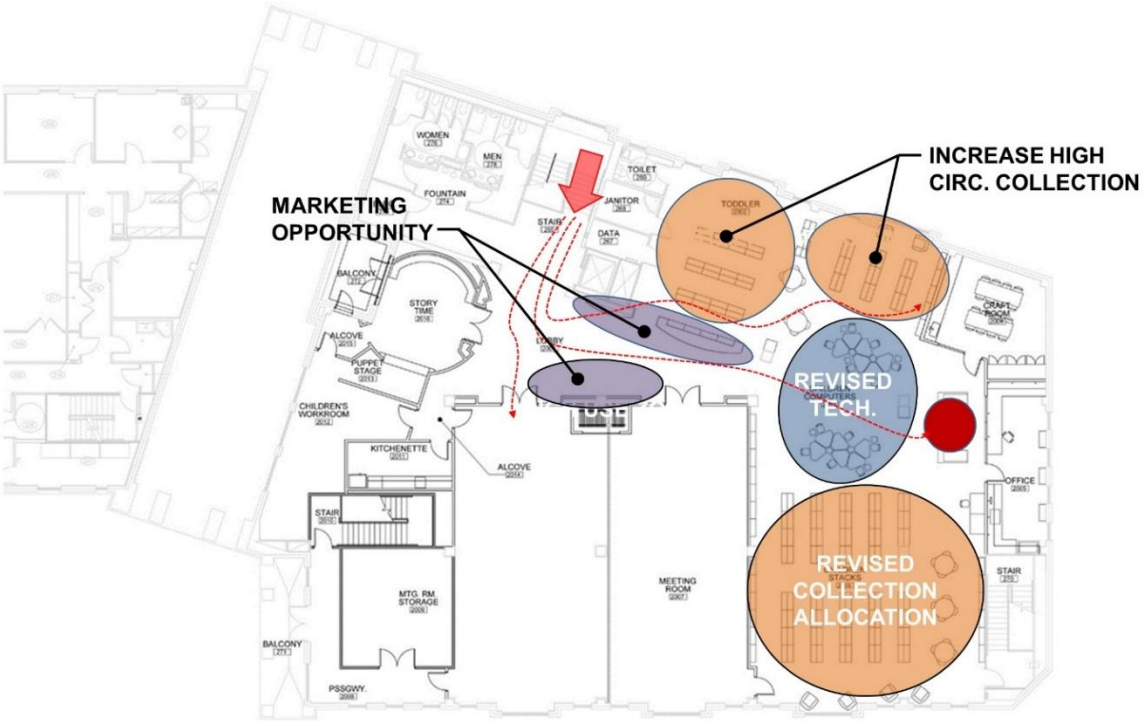
WHAT THE USE NUMBERS INDICATE

Proposed Layout Analysis - Lower Floor



WHAT THE USE NUMBERS INDICATE

Proposed Layout Analysis – Upper Floor



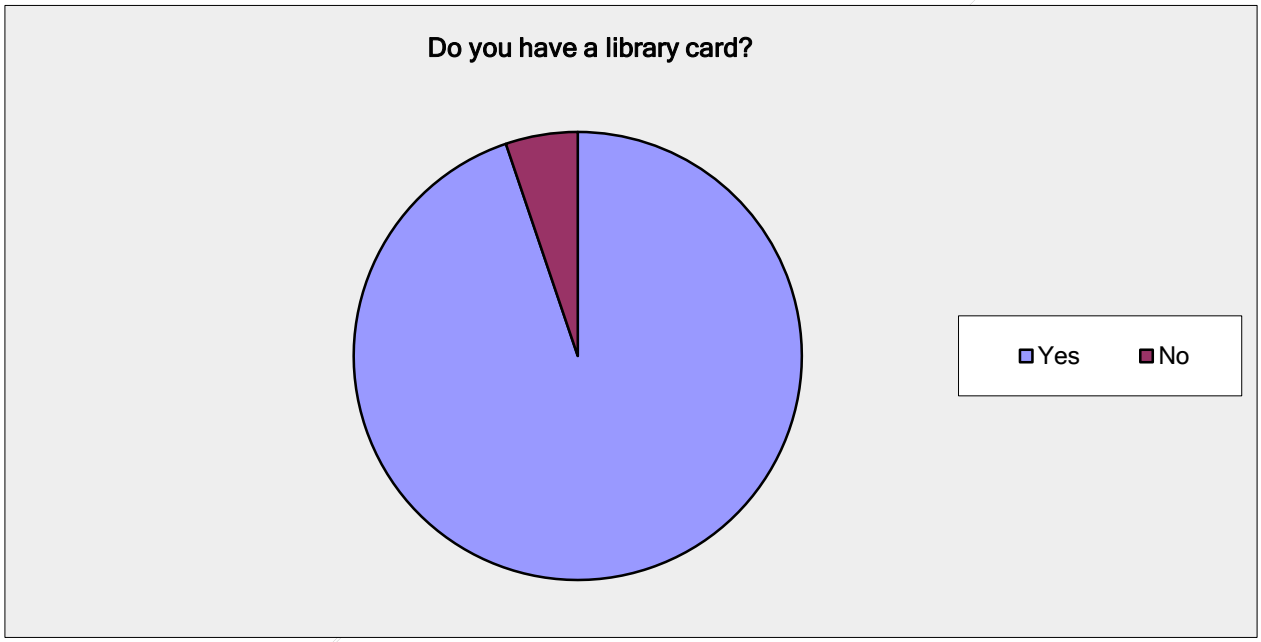
SURVEY RESULTS

APPENDIX - SURVEY RESULTS

Q1: Do you have a library card?

Answered: 1,372 Skipped: 14

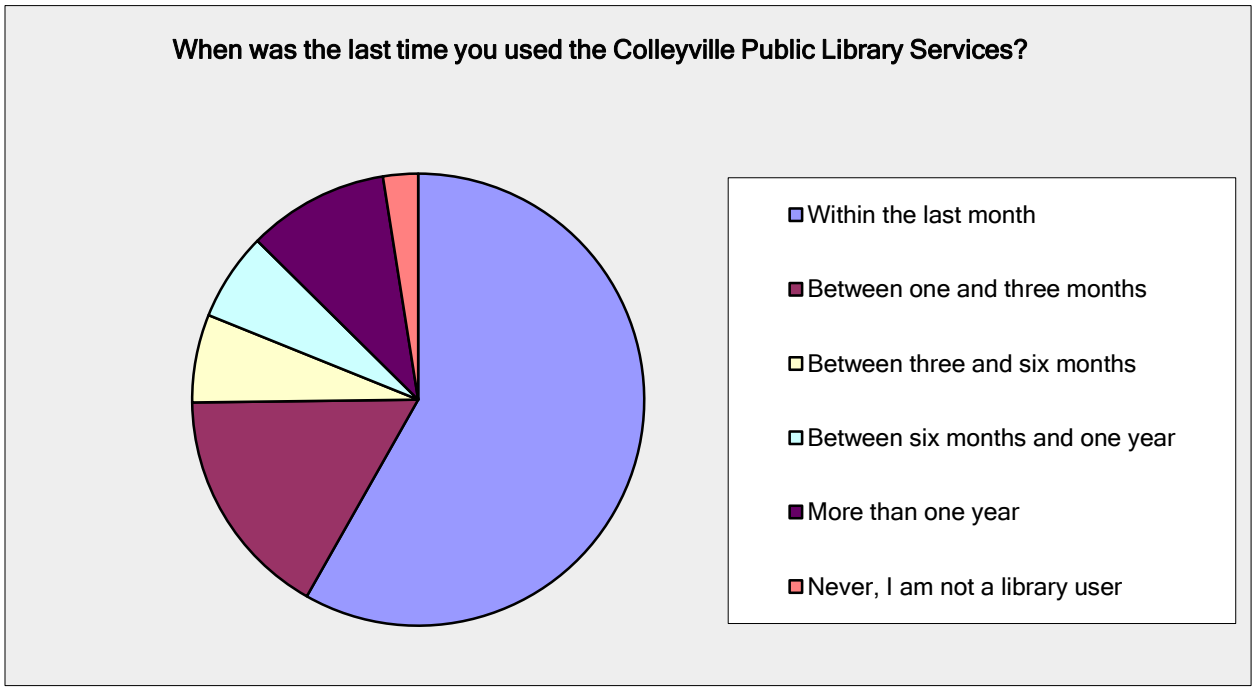
Do you have a library card?		
Answer Options	**Response Percent**	**Response Count**
Yes	94.8%	1301
No	5.2%	71
	answered question	1372
	skipped question	14



Q2: When was the last time you used the Colleyville Public Library services?

Answered: 1,386 Skipped: 0

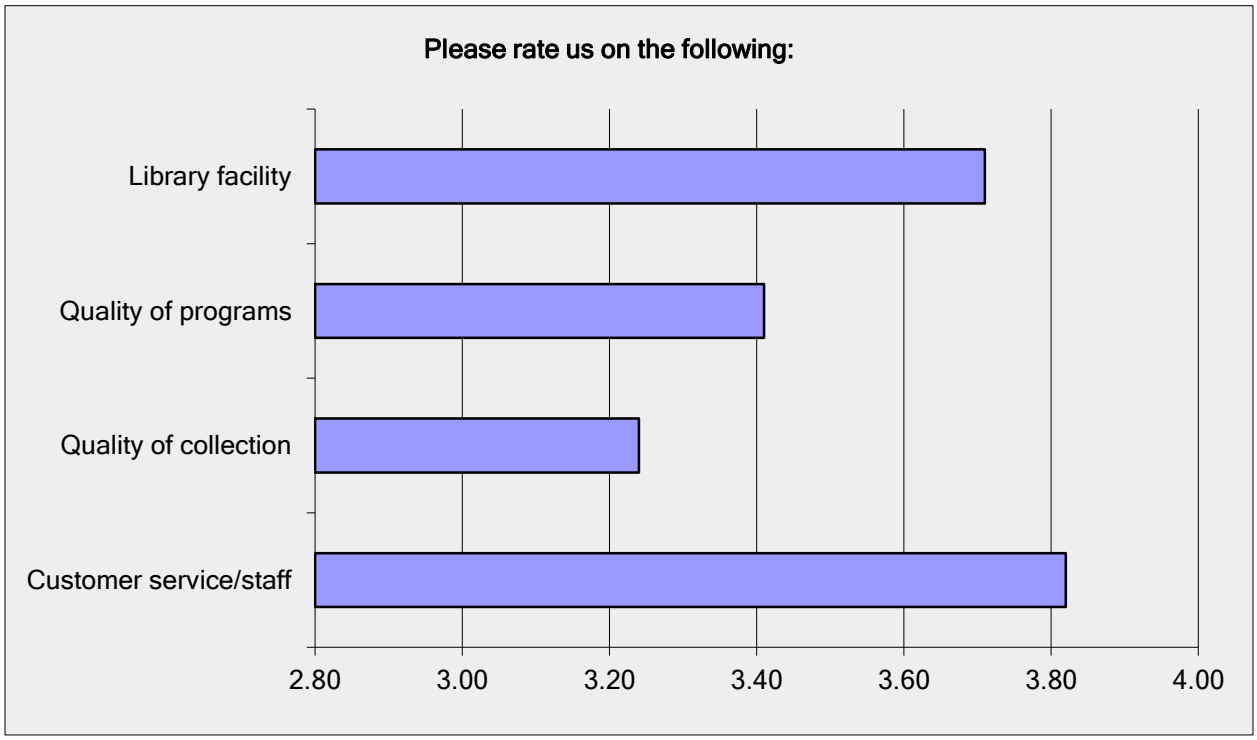
When was the last time you used the Colleyville Public Library Services?		
Answer Options	**Response Percent**	**Response Count**
Within the last month	58.2%	807
Between one and three months	16.6%	230
Between three and six months	6.3%	87
Between six months and one year	6.3%	87
More than one year	10.1%	140
Never, I am not a library user	2.5%	35
	answered question	1386
	skipped question	0



Q3: Please rate us on the following:

Answered: 1,259 Skipped: 127

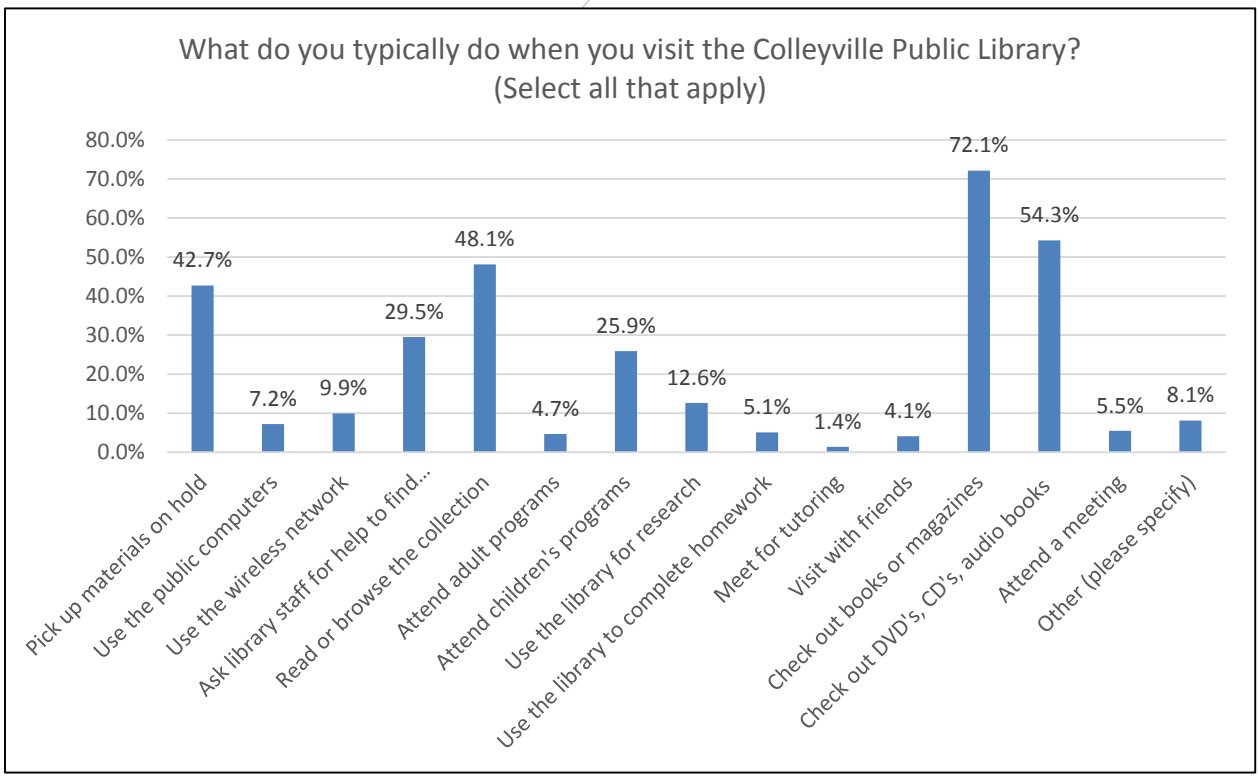
Please rate us on the following:						
Answer Options	Excellent	Good	Fair	Poor	Rating Average	Response Count
Customer service/staff	1053	180	17	4	3.82	1254
Quality of collection	480	593	159	12	3.24	1244
Quality of programs	548	515	73	2	3.41	1138
Library facility	904	315	19	3	3.71	1241
Other (Please specify):						111
					answered question	1259
					skipped question	127



Q4: What do you typically do when you visit the Colleyville Public Library? (Select all that apply)

Answered: 1,265 Skipped: 121

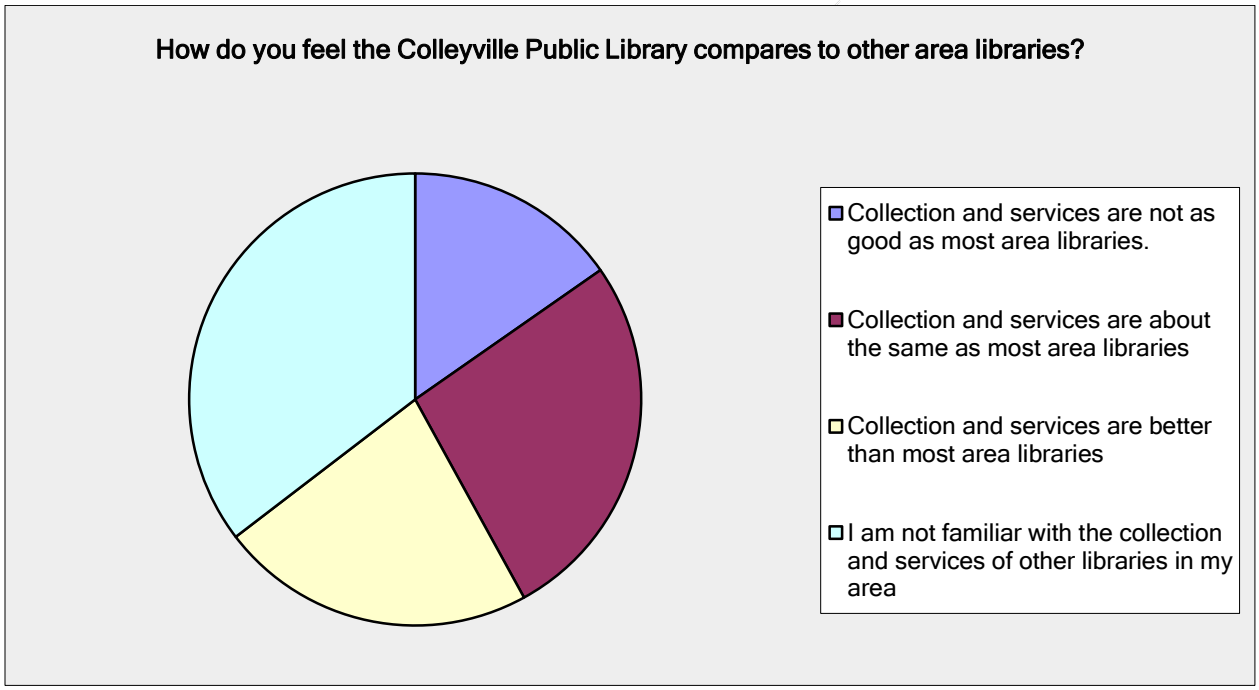
What do you typically do when you visit the Colleyville Public Library? (Select all that apply)		
Answer Options	**Response Percent**	**Response Count**
Pick up materials on hold	42.7%	540
Use the public computers	7.2%	91
Use the wireless network	9.9%	125
Ask library staff for help to find materials	29.5%	373
Read or browse the collection	48.1%	608
Attend adult programs	4.7%	59
Attend children's programs	25.9%	328
Use the library for research	12.6%	159
Use the library to complete homework	5.1%	64
Meet for tutoring	1.4%	18
Visit with friends	4.1%	52
Check out books or magazines	72.1%	912
Check out DVD's, CD's, audio books	54.3%	687
Attend a meeting	5.5%	70
Other (please specify)	8.1%	102
	answered question	1265
	skipped question	121



Q5: How do you feel the Colleyville Public Library compares to other area libraries?

Answered: 1,259 Skipped: 127

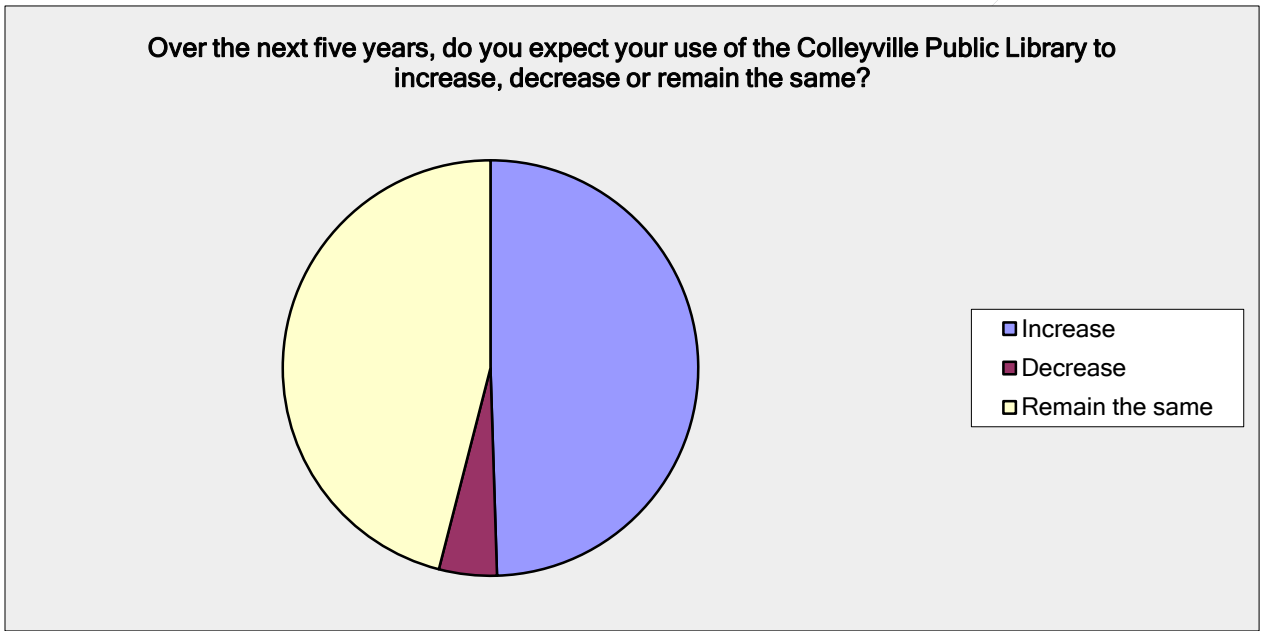
How do you feel the Colleyville Public Library compares to other area libraries?		
Answer Options	**Response Percent**	**Response Count**
Collection and services are not as good as most area libraries.	15.3%	193
Collection and services are about the same as most area libraries	26.7%	336
Collection and services are better than most area libraries	22.6%	284
I am not familiar with the collection and services of other libraries in my area	35.4%	446
	answered question	1259
	skipped question	127



Q6: Over the next five years, do you expect your use of the Colleyville Public Library to increase, decrease or remain the same?

Answered: 1,268 Skipped: 118

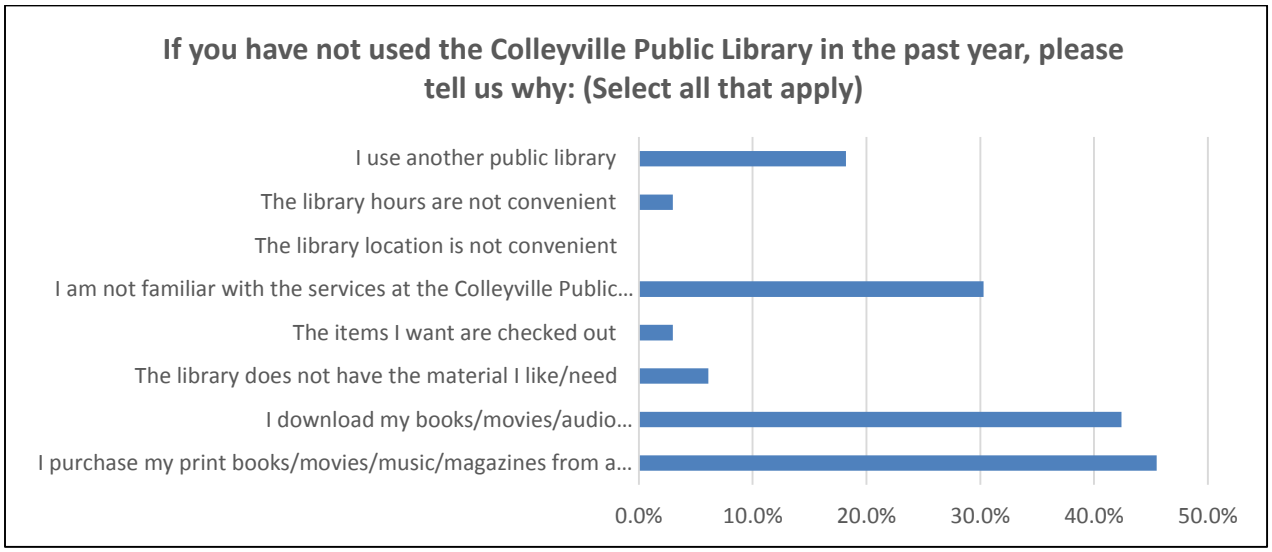
Over the next five years, do you expect your use of the Colleyville Public Library to increase, decrease or remain the same?		
Answer Options	**Response Percent**	**Response Count**
Increase	49.5%	628
Decrease	4.5%	57
Remain the same	46.0%	583
	answered question	1268
	skipped question	118



Q7: If you have not used the Colleyville Public Library in the past year, please tell us why: (Select all that apply)

Answered: 33 Skipped: 1,353

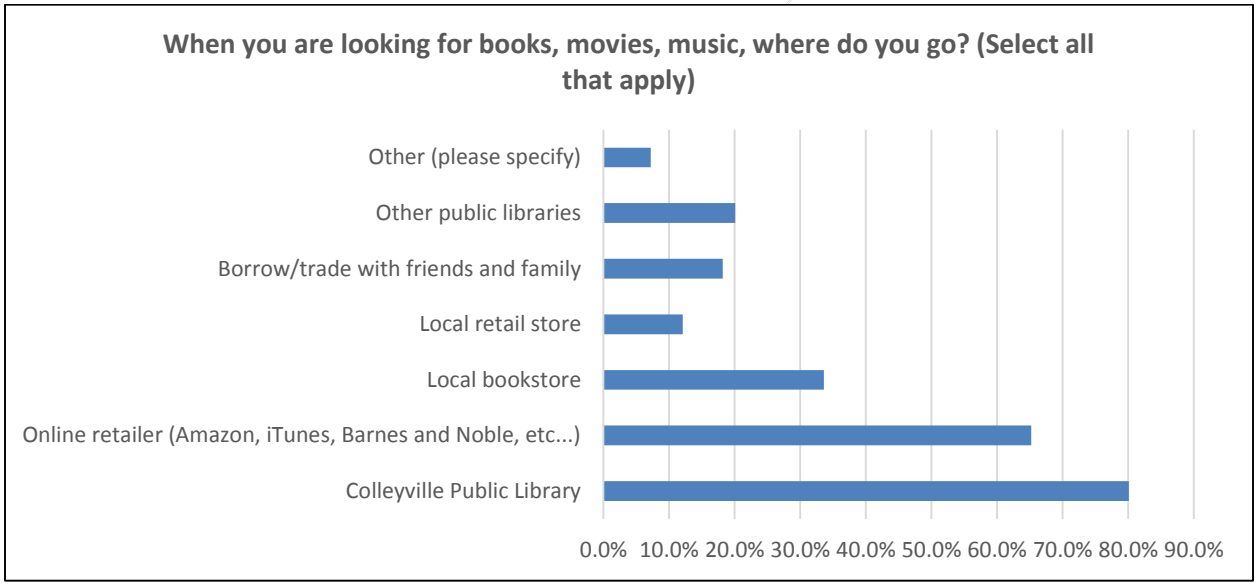
If you have not used the Colleyville Public Library in the past year, please tell us why: (Select all that apply)		
Answer Options	**Response Percent**	**Response Count**
I purchase my print books/movies/music/magazines from a local store or online retailer	45.5%	15
I download my books/movies/audio books/music/magazines from another source	42.4%	14
The library does not have the material I like/need	6.1%	2
The items I want are checked out	3.0%	1
I am not familiar with the services at the Colleyville Public Library	30.3%	10
The library location is not convenient	0.0%	0
The library hours are not convenient	3.0%	1
I use another public library	18.2%	6
	answered question	33
	skipped question	1353



Q8: When you are looking for books, movies, music, where do you go? (Select all that apply)

Answered: 33 Skipped: 1,353

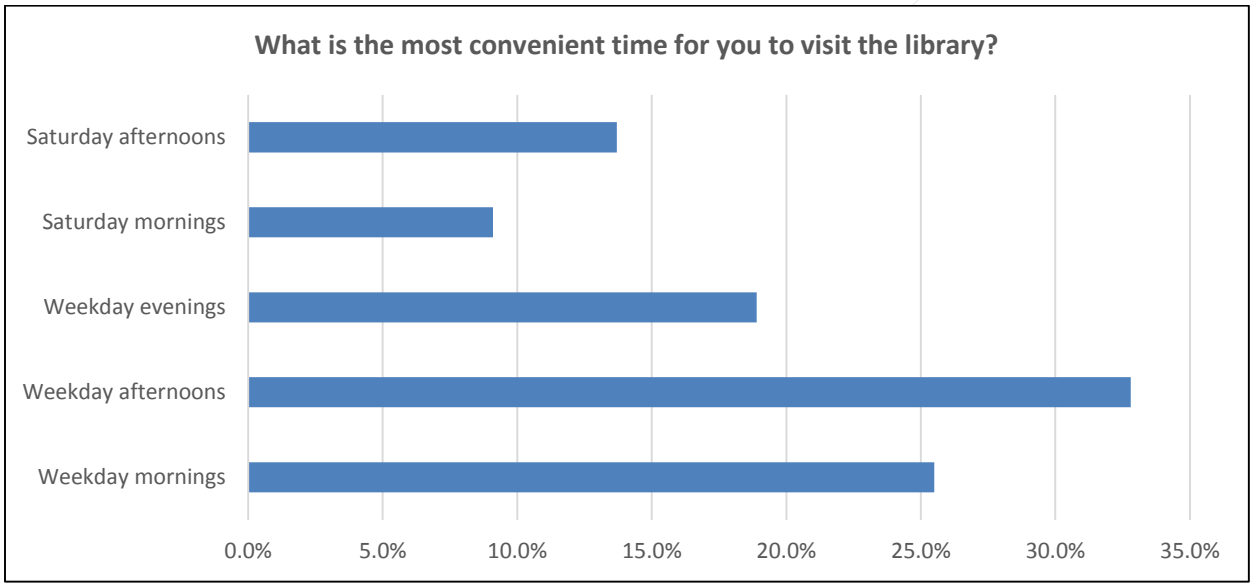
When you are looking for books, movies, music, where do you go? (Select all that apply)		
Answer Options	**Response Percent**	**Response Count**
Colleyville Public Library	80.1%	1033
Online retailer (Amazon, iTunes, Barnes and Noble, etc...)	65.2%	840
Local bookstore	33.6%	433
Local retail store	12.1%	156
Borrow/trade with friends and family	18.2%	235
Other public libraries	20.1%	259
Other (please specify)	7.2%	93
	answered question	1289
	skipped question	97



Q9: What is the most convenient time for you to visit the library?

Answered: 1,266 Skipped: 120

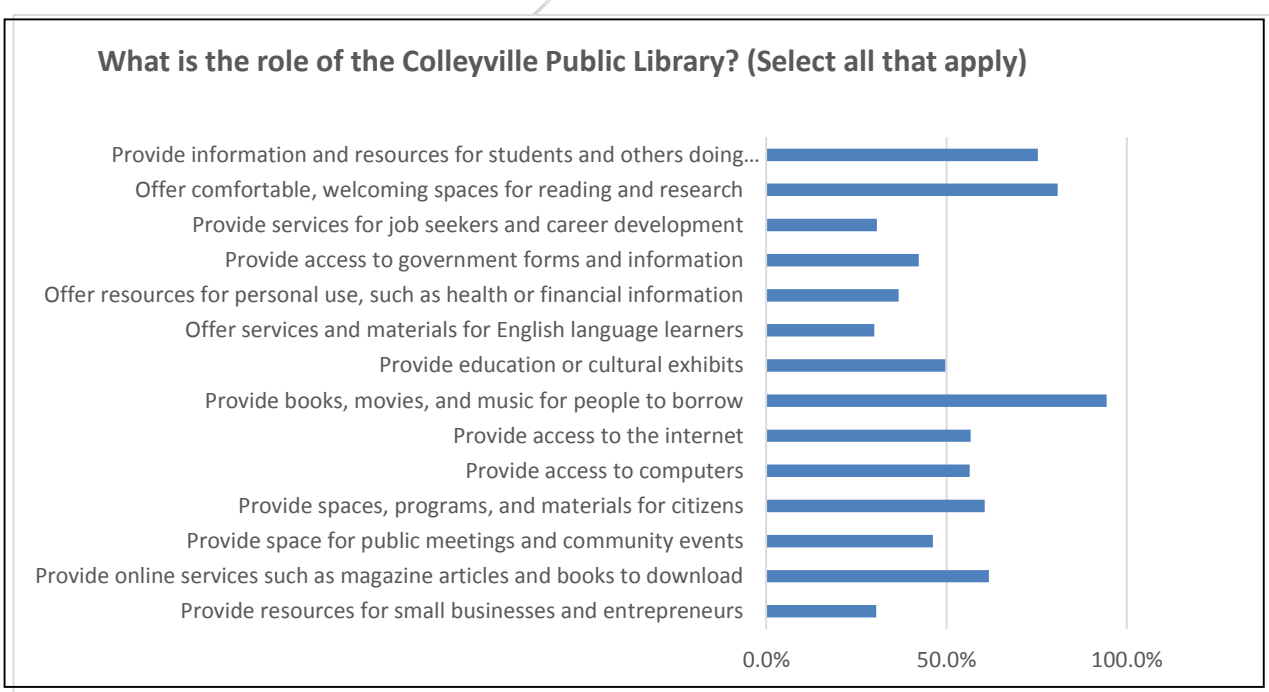
What is the most convenient time for you to visit the library?		
Answer Options	**Response Percent**	**Response Count**
Weekday mornings	25.5%	323
Weekday afternoons	32.8%	415
Weekday evenings	18.9%	239
Saturday mornings	9.1%	115
Saturday afternoons	13.7%	174
	answered question	1266
	skipped question	120



Q10: What is the role of the Colleyville Public Library? (Select all that apply)

Answered: 1,252 Skipped: 134

What is the role of the Colleyville Public Library? (Select all that apply)		
Answer Options	**Response Percent**	**Response Count**
Provide resources for small businesses and entrepreneurs	30.5%	382
Provide online services such as magazine articles and books to download	61.7%	773
Provide space for public meetings and community events	46.2%	579
Provide spaces, programs, and materials for citizens	60.6%	759
Provide access to computers	56.4%	706
Provide access to the internet	56.7%	710
Provide books, movies, and music for people to borrow	94.4%	1182
Provide education or cultural exhibits	49.7%	622
Offer services and materials for English language learners	30.0%	375
Offer resources for personal use, such as health or financial information	36.7%	460
Provide access to government forms and information	42.3%	530
Provide services for job seekers and career development	30.7%	384
Offer comfortable, welcoming spaces for reading and research	80.8%	1012
Provide information and resources for students and others doing research	75.3%	943
	answered question	1252
	skipped question	134



Answered: 1,225 Skipped: 163

What additional services would enhance your experience in the future? (Please select importance of each)					
Answer Options	Not important at all	Somewhat important	Very important	Rating Average	Response Count
Increased selection of bestselling books	64	414	706	2.54	1184
Increased selection of DVD's	213	512	401	2.17	1126
Increased selection of downloadable books	165	371	610	2.39	1146
Activities and educational programs for children and teens	190	391	526	2.30	1107
Literary events (author readings, author talks, book talks)	255	546	305	2.05	1106
Cultural events (music, film, dance, drama, or other arts)	358	507	218	1.87	1083
Consumer health, finance, and other topical programs	391	515	156	1.78	1062
Technology training	359	483	235	1.88	1077
Education or cultural exhibits	330	502	231	1.91	1063
Services for job seekers and career development	380	499	190	1.82	1069
Expanded programs and events	300	554	185	1.89	1039
Resources for small businesses and entrepreneurs	430	491	130	1.71	1051
Civic engagement and current events presentations and discussions	337	554	166	1.84	1057
Other (please list any services you would like to see that are not listed above):					91
				answered question	1223
				skipped question	163

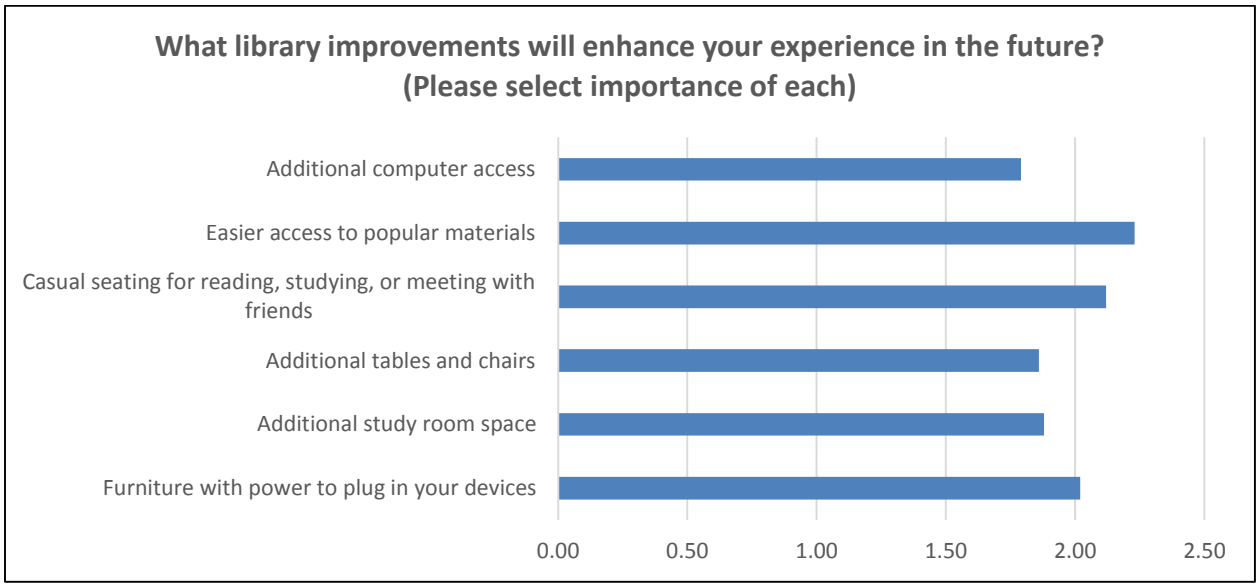
Q11: What additional services would enhance your experience in the future? (Please select importance of each) (Con't)

What additional services would enhance your experience in the future? (Please select importance of each)
Civic engagement and current events presentations and...
Resources for small businesses and entrepreneurs
Expanded programs and events
Services for job seekers and career development
Education or cultural exhibits
Technology training
Consumer health, finance, and other topical programs
Cultural events (music, film, dance, drama, or other arts)
Literary events (author readings, author talks, book talks)
Activities and educational programs for children and teens
Increased selection of downloadable books
Increased selection of DVD's
Increased selection of bestselling books
0.00
1.00
2.00
3.00

Q12: What library improvements will enhance your experience in the future? (Please select importance of each)

Answered: 1,188 Skipped: 198

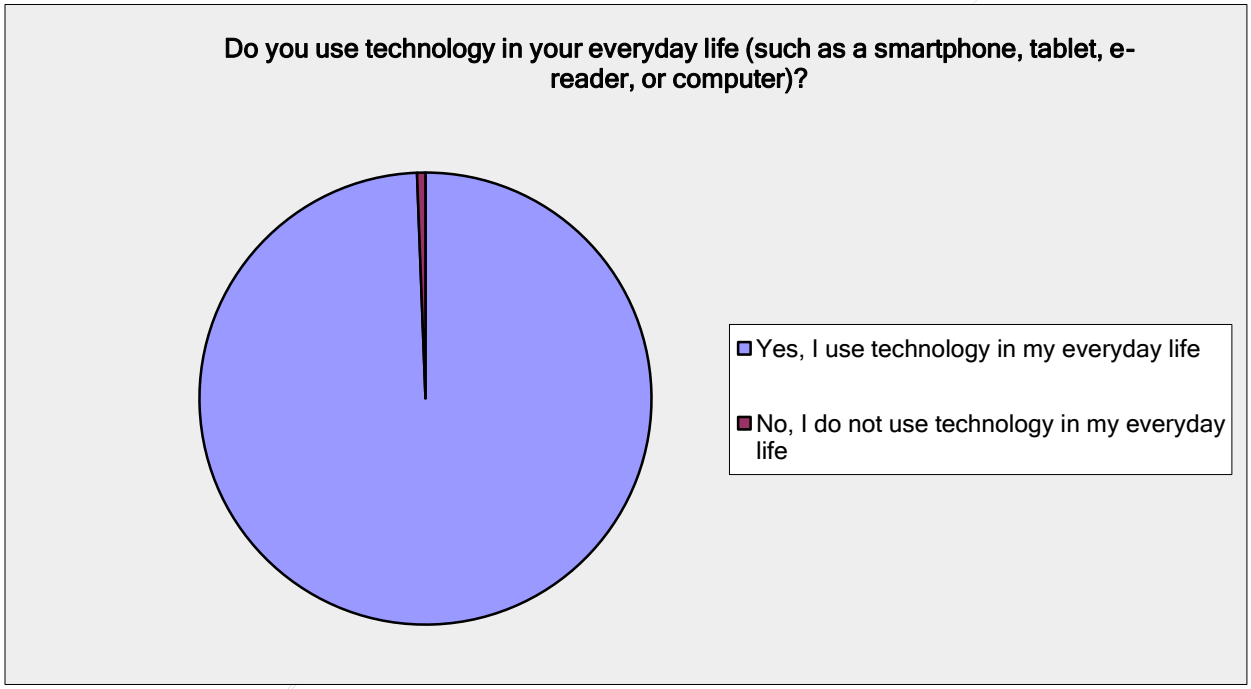
What library improvements will enhance your experience in the future? (Please select importance of each)					
Answer Options	Not important	Somewhat important	Very important	Rating Average	Response Count
Furniture with power to plug in your devices	306	514	329	2.02	1149
Additional study room space	379	481	242	1.88	1102
Additional tables and chairs	357	515	209	1.86	1081
Casual seating for reading, studying, or meeting with friends	225	537	362	2.12	1124
Easier access to popular materials	192	471	453	2.23	1116
Additional computer access	405	465	181	1.79	1051
Other (please list any services you would like to see that are not listed above):					92
				answered question	1188
				skipped question	198



Q13: Do you use technology in your everyday life? (such as a smartphone, tablet, e-reader, or computer)

Answered: 1,235 Skipped: 151

Do you use technology in your everyday life (such as a smartphone, tablet, e-reader, or computer)?		
Answer Options	Response Percent	Response Count
Yes, I use technology in my everyday life	99.4%	1227
No, I do not use technology in my everyday life	0.6%	8
	answered question	1235
	skipped question	151



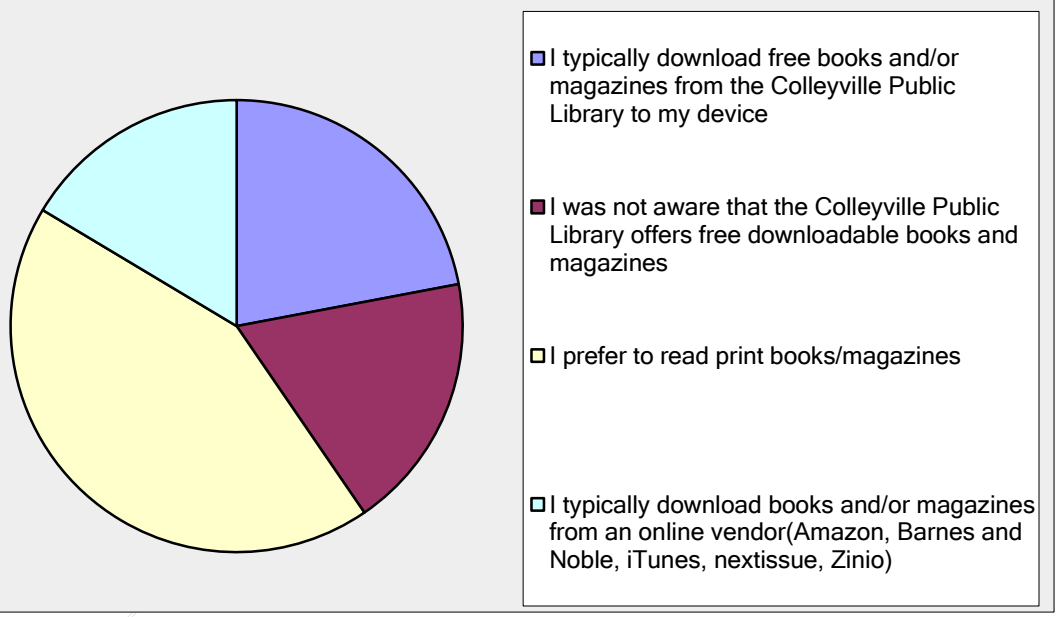
Q14: Please select the following statement that applies to your use of technology:

Answered: 1,211 Skipped: 175

Please select the following statement that applies to your use of technology:

Answer Options	Response Percent	Response Count
I typically download free books and/or magazines from the Colleyville Public Library to my device	22.0%	267
I was not aware that the Colleyville Public Library offers free downloadable books and magazines	18.4%	223
I prefer to read print books/magazines	43.1%	522
I typically download books and/or magazines from an online vendor(Amazon, Barnes and Noble, iTunes, nextissue, Zinio)	16.4%	199
	answered question	1211
	skipped question	175

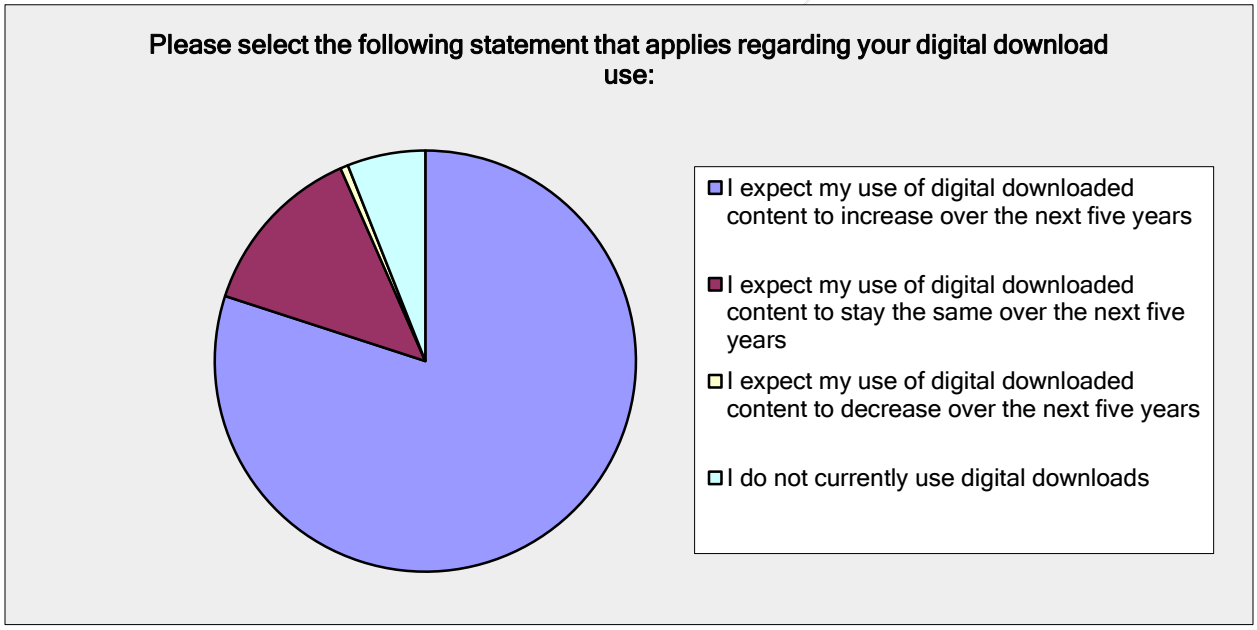
Please select the following statement that applies to your use of technology:



Q15: Please select the following statement that applies regarding your digital download use:

Answered: 696 Skipped: 690

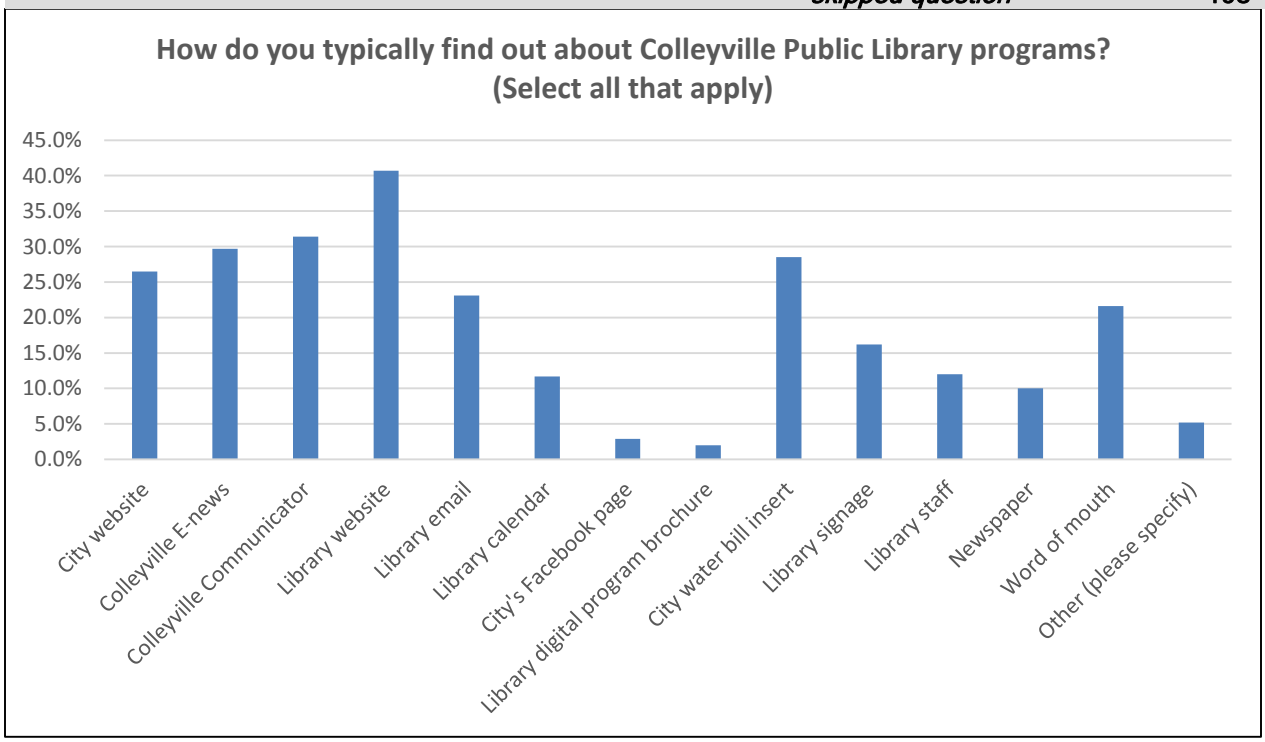
Please select the following statement that applies regarding your digital download use:		
Answer Options	**Response Percent**	**Response Count**
I expect my use of digital downloaded content to increase over the next five years	80.0%	557
I expect my use of digital downloaded content to stay the same over the next five years	13.4%	93
I expect my use of digital downloaded content to decrease over the next five years	0.6%	4
I do not currently use digital downloads	6.0%	42
Other (please specify)		24
	answered question	696
	skipped question	690



Q16: How do you typically find out about Colleyville Public Library programs? (Select all that apply)

Answered: 1,188 Skipped: 198

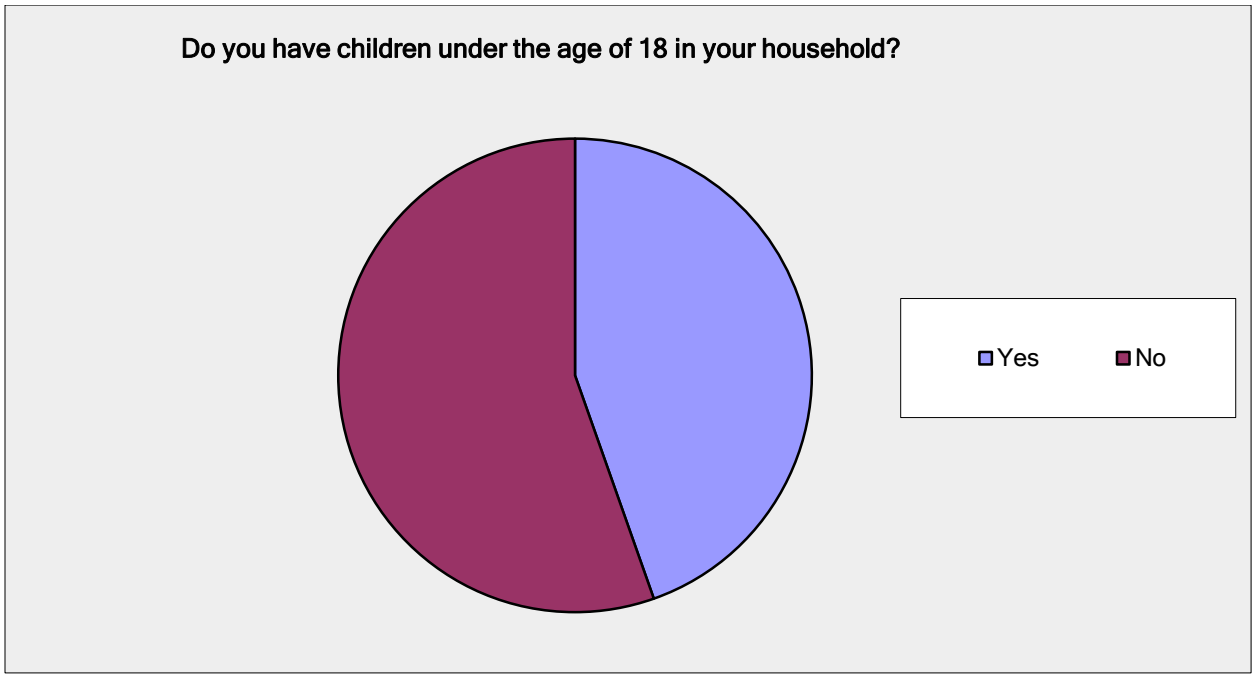
How do you typically find out about Colleyville Public Library programs? (Select all that apply)		
Answer Options	**Response Percent**	**Response Count**
City website	26.5%	315
Colleyville E-news	29.7%	353
Colleyville Communicator	31.4%	373
Library website	40.7%	484
Library email	23.1%	274
Library calendar	11.7%	139
City's Facebook page	2.9%	34
Library digital program brochure	2.0%	24
City water bill insert	28.5%	339
Library signage	16.2%	192
Library staff	12.0%	143
Newspaper	10.0%	119
Word of mouth	21.6%	257
Other (please specify)	5.2%	62
	answered question	1188
	skipped question	198



Q17: Do you have children under the age of 18 in your household?

Answered: 1,222 Skipped: 164

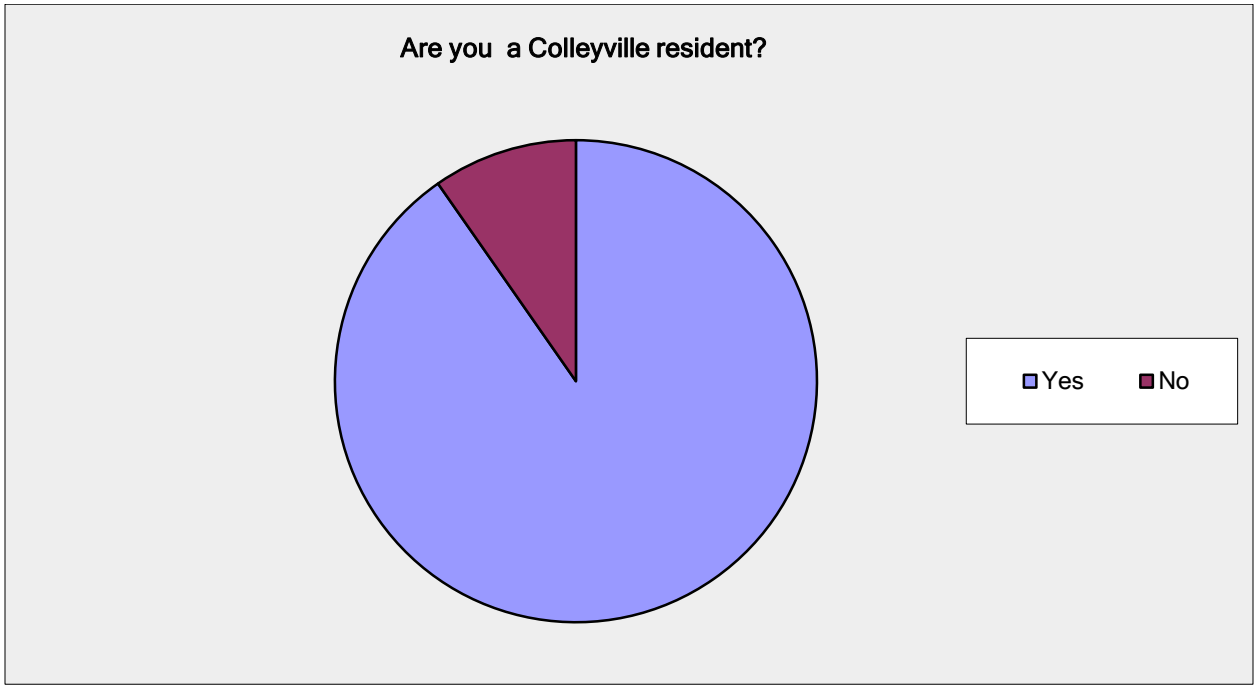
Do you have children under the age of 18 in your household?		
Answer Options	**Response Percent**	**Response Count**
Yes	44.6%	545
No	55.4%	677
	answered question	1222
	skipped question	164



Q18: Are you a Colleyville resident?

Answered: 1,220 Skipped: 166

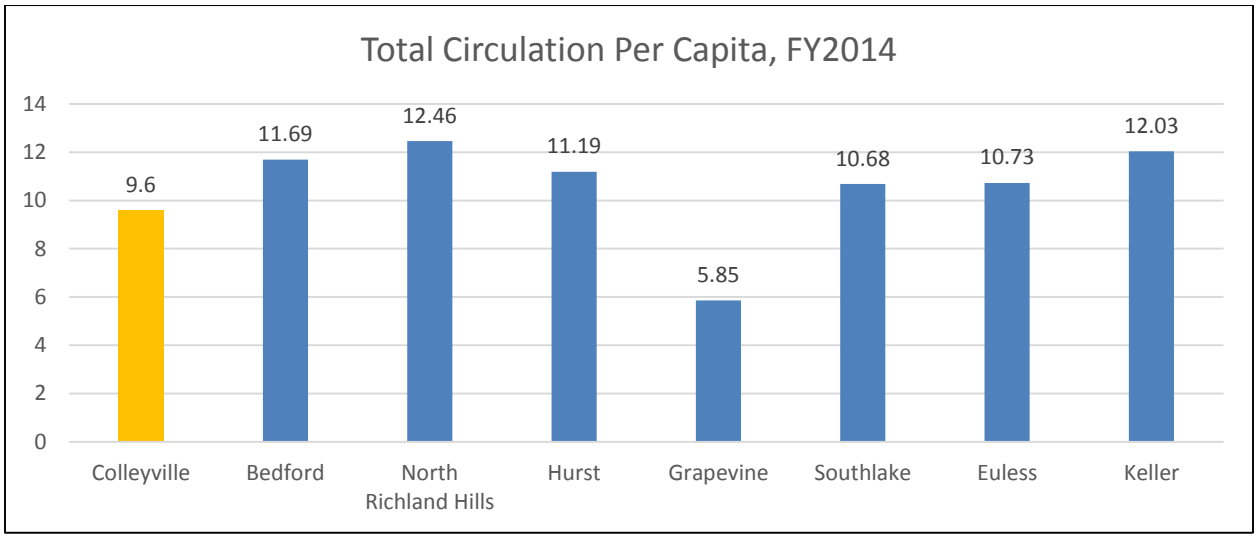
Are you a Colleyville resident?		
Answer Options	**Response Percent**	**Response Count**
Yes	90.3%	1102
No	9.7%	118
	answered question	1220
	skipped question	166



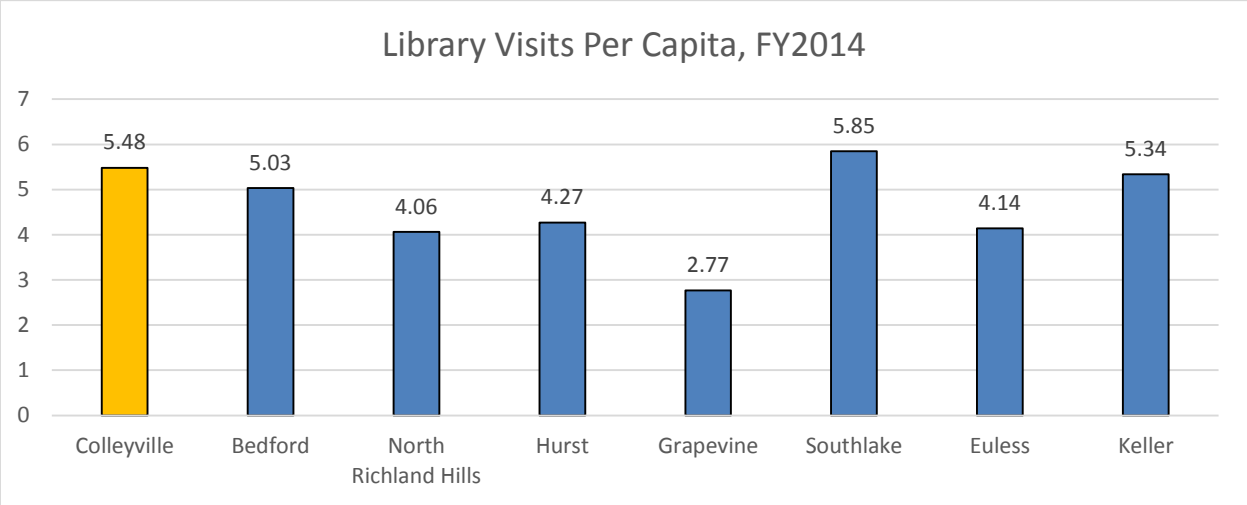
PEER LIBRARY ANALYSIS

APPENDIX – PEER LIBRARY ANALYSIS

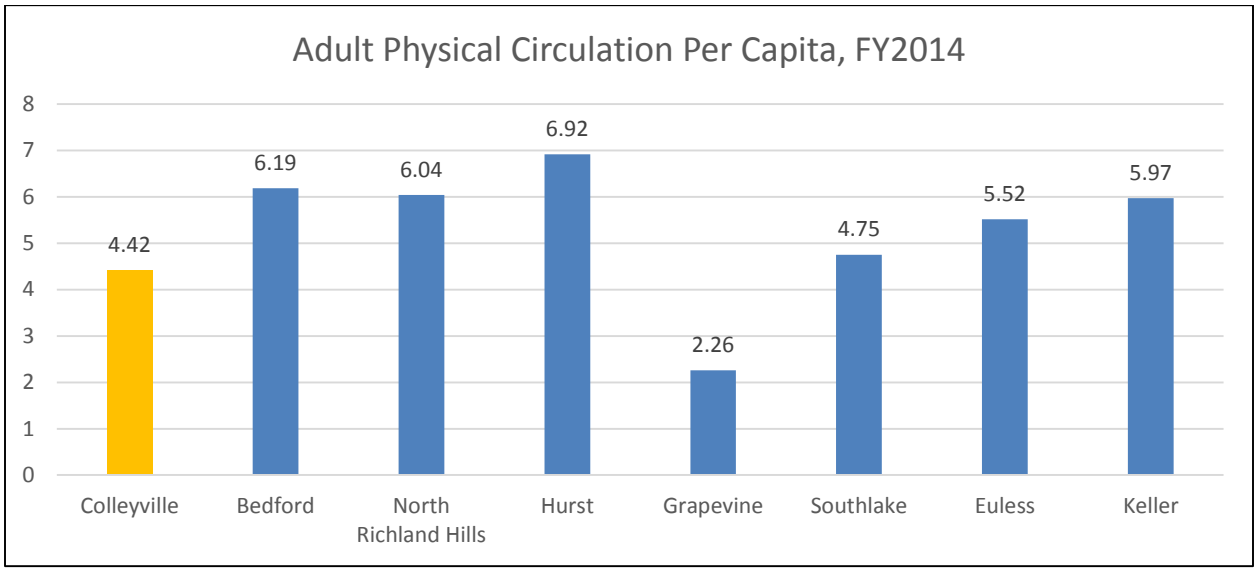
Total Circulation Per Capita, FY2014



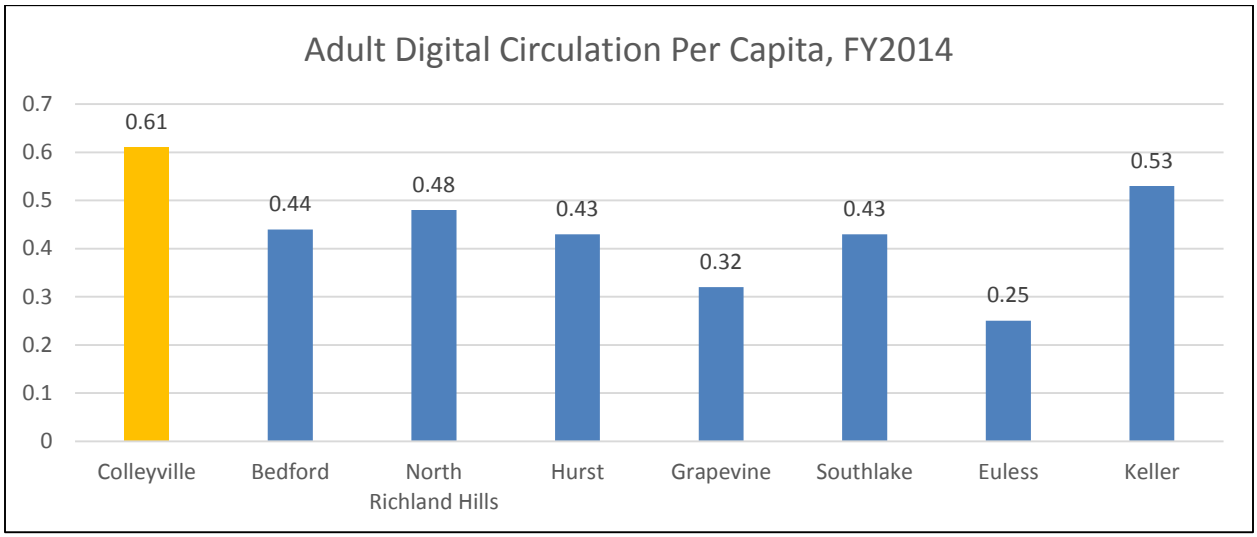
Library Visits Per Capita, FY2014



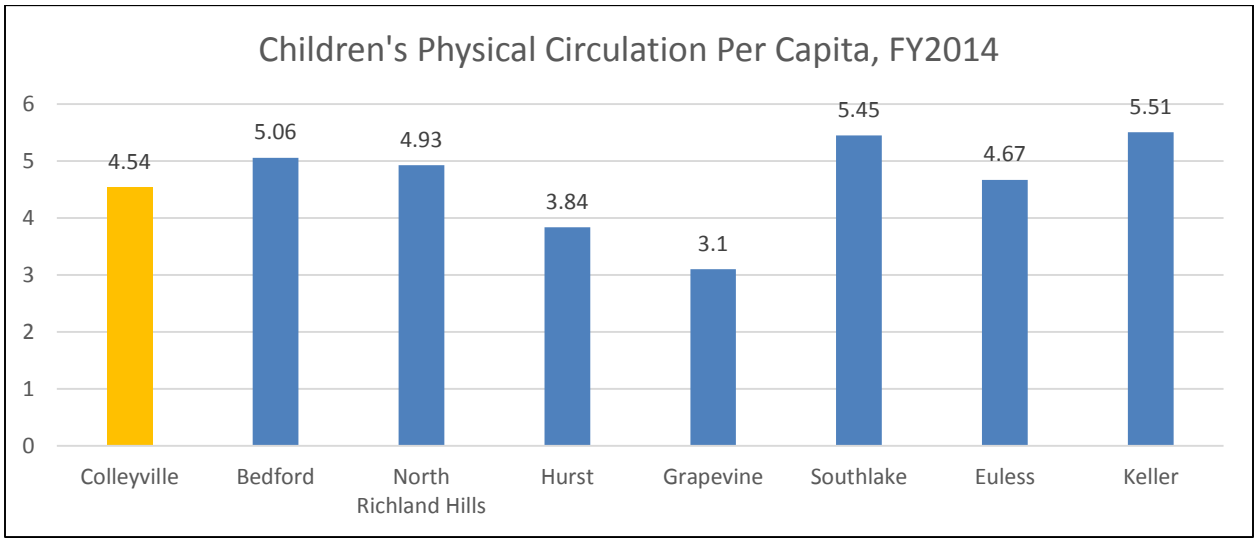
Adult Physical Circulation Per Capita, FY2014



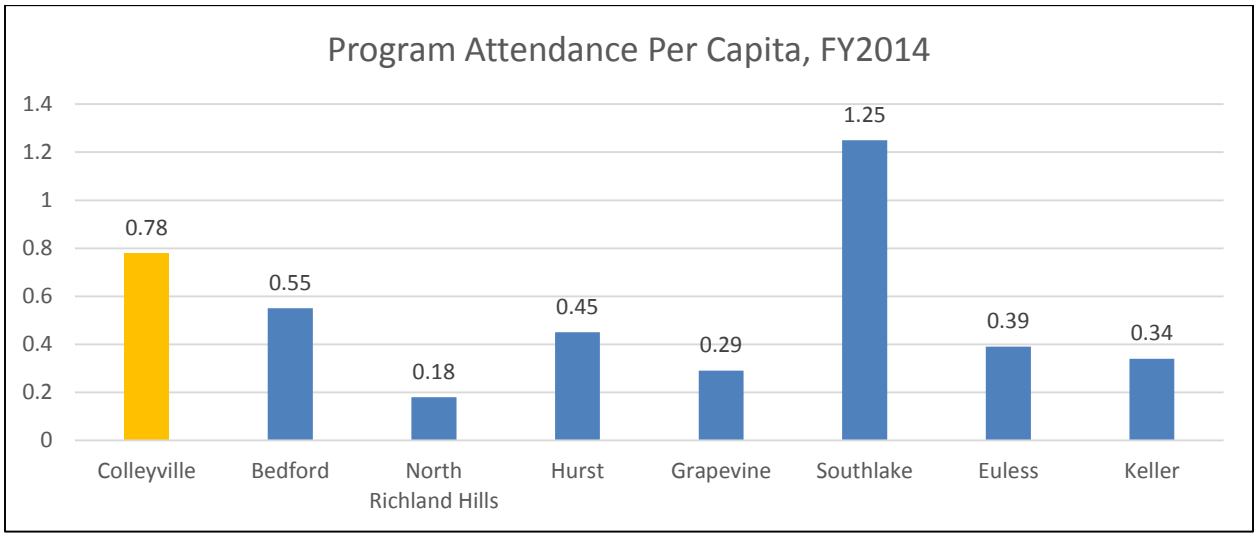
Adult Digital Circulation Per Capita, FY2014



Children's Physical Circulation Per Capita, FY2014



Program Attendance Per Capita, FY2014



COLLEYVILLE PUBLIC LIBRARY

LONG-RANGE PLAN 2016-2021

CITY OF COLLEYVILLE TEXAS

PREPARED BY HIDELL ARCHITECTS 2016

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

INTRODUCTION

The Planning Process

- Part of Colleyville Public Library's ongoing commitment of service to the community.

The Objective

- Identify and review community needs regarding Library services
- Evaluate present services and facility in relation to needs
- Identify improvements that will address community needs

The Result

- A working document of goals and objectives that will guide the Library through the next five years
- Satisfy the Texas State Library mandate that all accredited public libraries have a current Long-Range Plan

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

THE PROCESS

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

THE PROCESS

Community factors impacting the Library

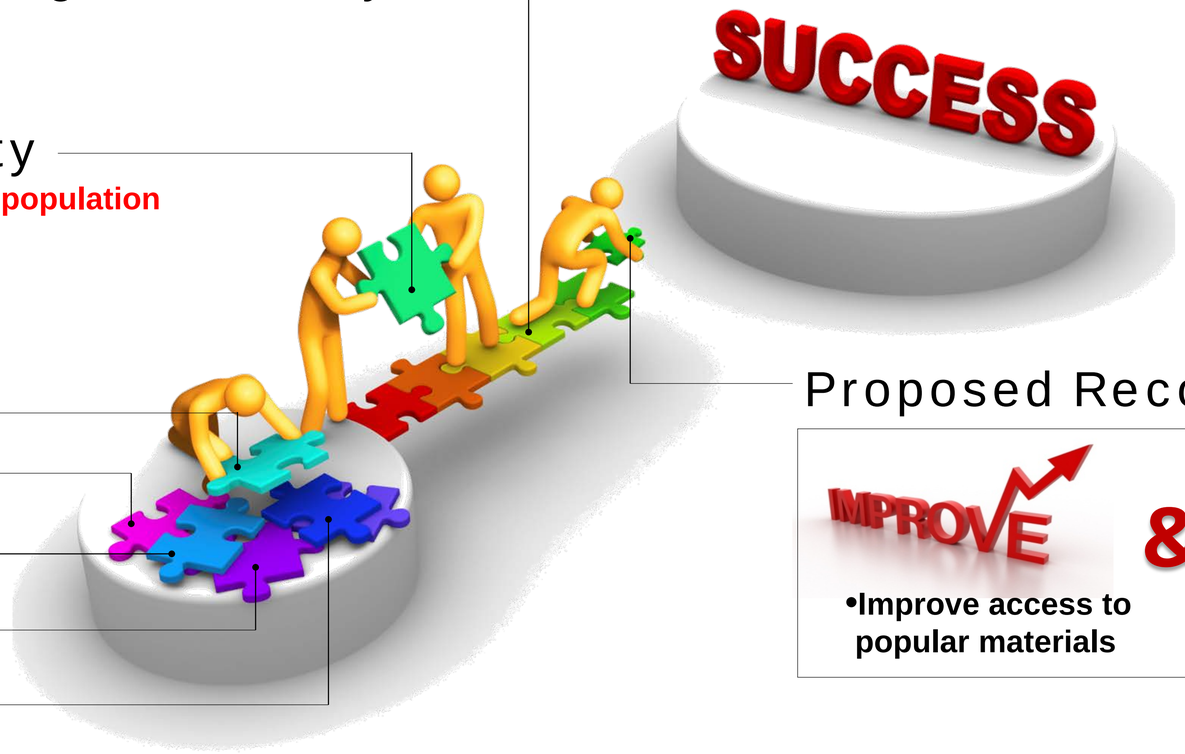
- **Demographics & Consumer Trends**

We Engaged the Community

- **1,386 total participants or 5% of service population**

We Analyzed the Existing...

- Collection
- Peer Library Analysis
- Technology
- Programing
- Library Facility



Proposed Recommendations

&

Simplify

- **Improve access to popular materials**
- **Simplify user engagement**

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

COMMUNITY FACTORS IMPACTING THE LIBRARY

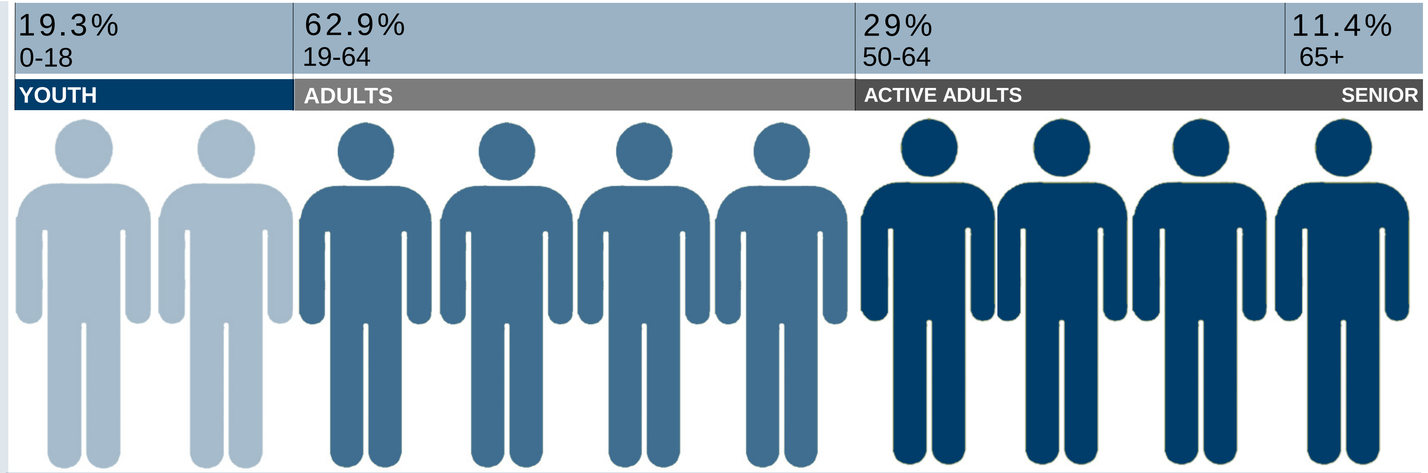
COMMUNITY DEMOGRAPHICS

DEMOGRAPHICS

SIZE OF COLLEYVILLE
Estimated Residents (FY2014) 23,740
No. of Households.....8,272

LIBRARY CARDHOLDERS
Resident Cardholders(FY2014) 12,131
Non-Resident Cardholders.....1,607

COLLEYVILLE RESIDENT
Median Age.....45.6
Median Household Income.....$153,021



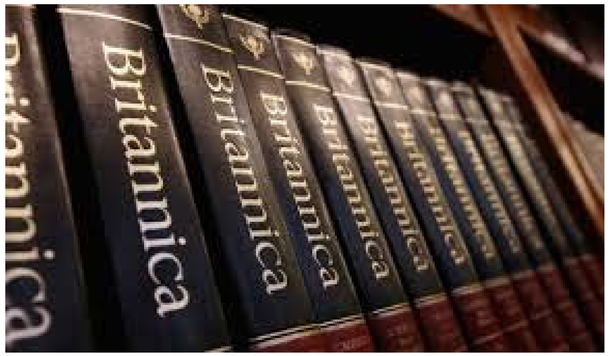
POPULATION AGE BREAKDOWN

MEDIAN AGE

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

COMMUNITY FACTORS IMPACTING THE LIBRARY

HOW WE GET INFORMATION AND MATERIALS IS CHANGING

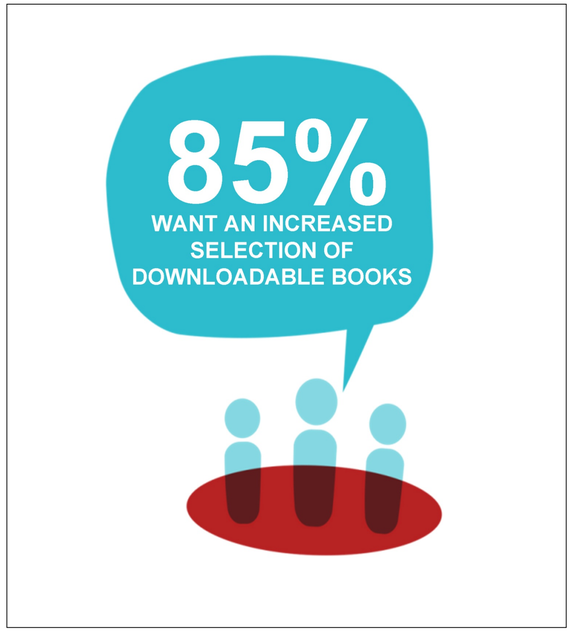


WHERE DO YOU FIND ANSWERS?

WHAT DO YOU READ?

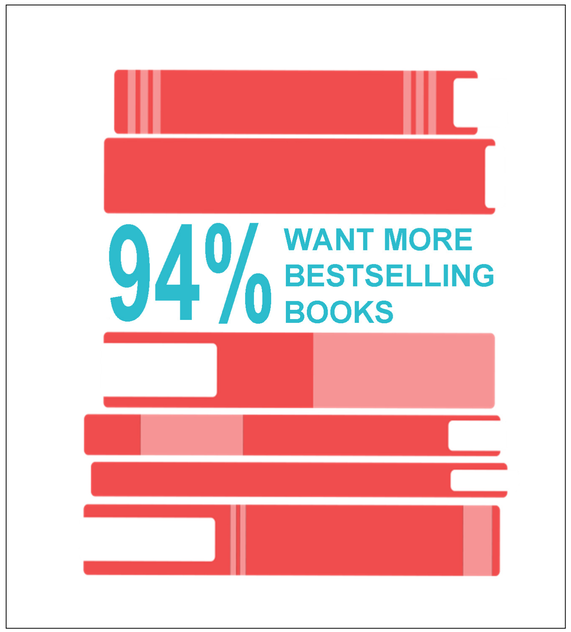
COLLEYVILLE PUBLIC LIBRARY
EXISTING CONFIGURATION

WHAT WE HEARD FROM THE COMMUNITY



89%

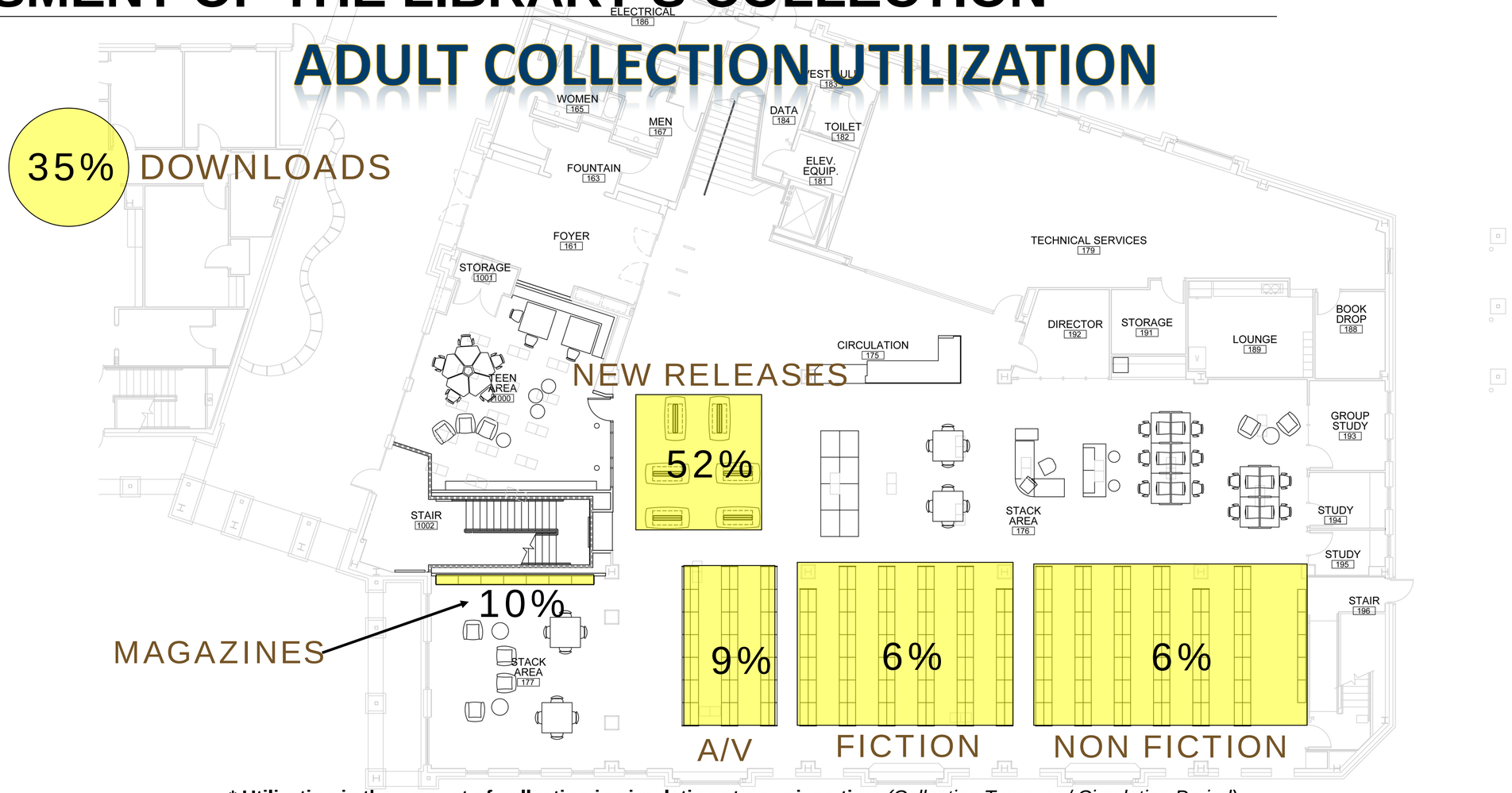
FIND THE STAFF HELPFUL AND PLEASANT



COLLEYVILLE PUBLIC LIBRARY
EXISTING CONFIGURATION

ASSESSMENT OF THE LIBRARY'S COLLECTION

ADULT COLLECTION UTILIZATION

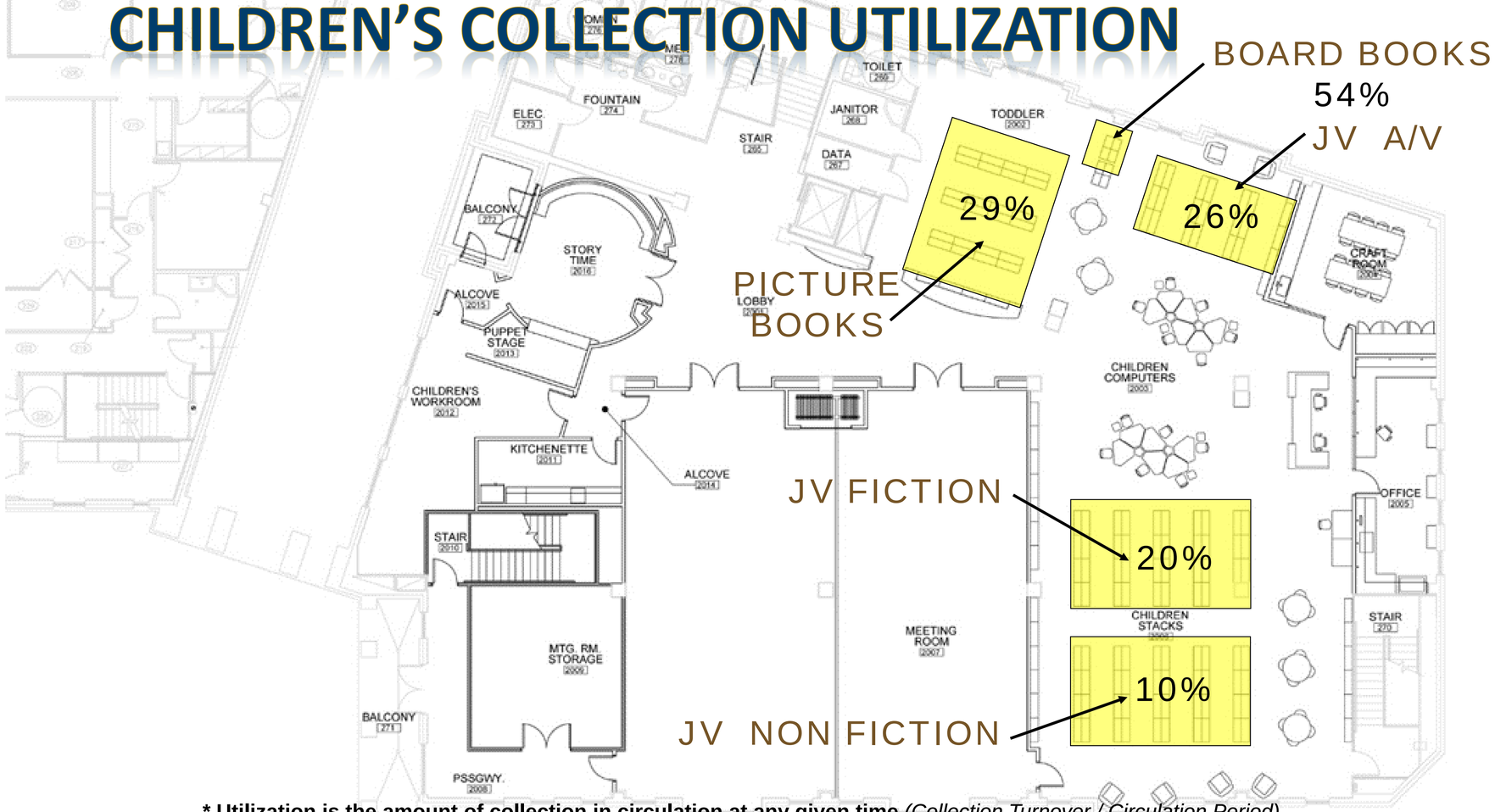


*** Utilization is the amount of collection in circulation at any given time** *(Collection Turnover / Circulation Period)*

COLLEYVILLE PUBLIC LIBRARY
EXISTING CONFIGURATION

ASSESSMENT OF THE LIBRARY'S COLLECTION

CHILDREN'S COLLECTION UTILIZATION



*** Utilization is the amount of collection in circulation at any given time** *(Collection Turnover / Circulation Period)*

COLLEYVILLE PUBLIC LIBRARY
EXISTING CONFIGURATION

PEER LIBRARY ANALYSIS

PROGRAM ATTENDENCE:

0.96 / Capita

Translation – 19,158 people attended at least one Library program in FY2014

50% Above State and National Averages

TOTAL CIRCULATION:

9.60 Items / Capita

Translation – Every item in the Library catalog was checked out 3.2 times in FY2014

102% Above the state average for communities of similar size

LIBRARY VISITS:

5.48 Visits / Capita

Translation – 134,314 people visited the library in FY2014

2nd Among Peer Libraries

COLLEYVILLE PUBLIC LIBRARY
EXISTING CONFIGURATION

ASSESSMENT OF THE LIBRARY'S TECHNOLOGY

STREAMLINED PROCESS

Automated check-in and check-out process has benefited patrons and staff

STATIC LAYOUT

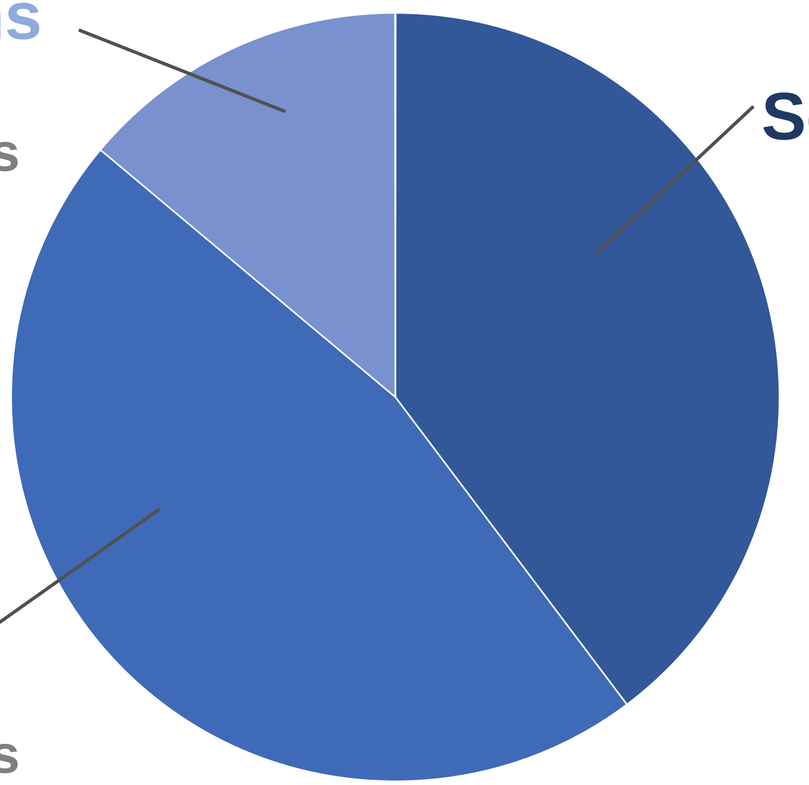
Existing oversized furniture is inefficient for today's technology needs

COLLEYVILLE PUBLIC LIBRARY
EXISTING CONFIGURATION

ASSESSMENT OF THE LIBRARY'S PROGRAMMING

QUALITY PROGRAMMING

Offsite Programs
- 6 Programs
- 2,663 Attendees



September - May
- 375 Programs
- 7,610 Attendees

June – August
- 140 Programs
- 8,885 Attendees

19,158 PROGRAM ATTENDEES IN FY2014

COLLEYVILLE PUBLIC LIBRARY
EXISTING CONFIGURATION

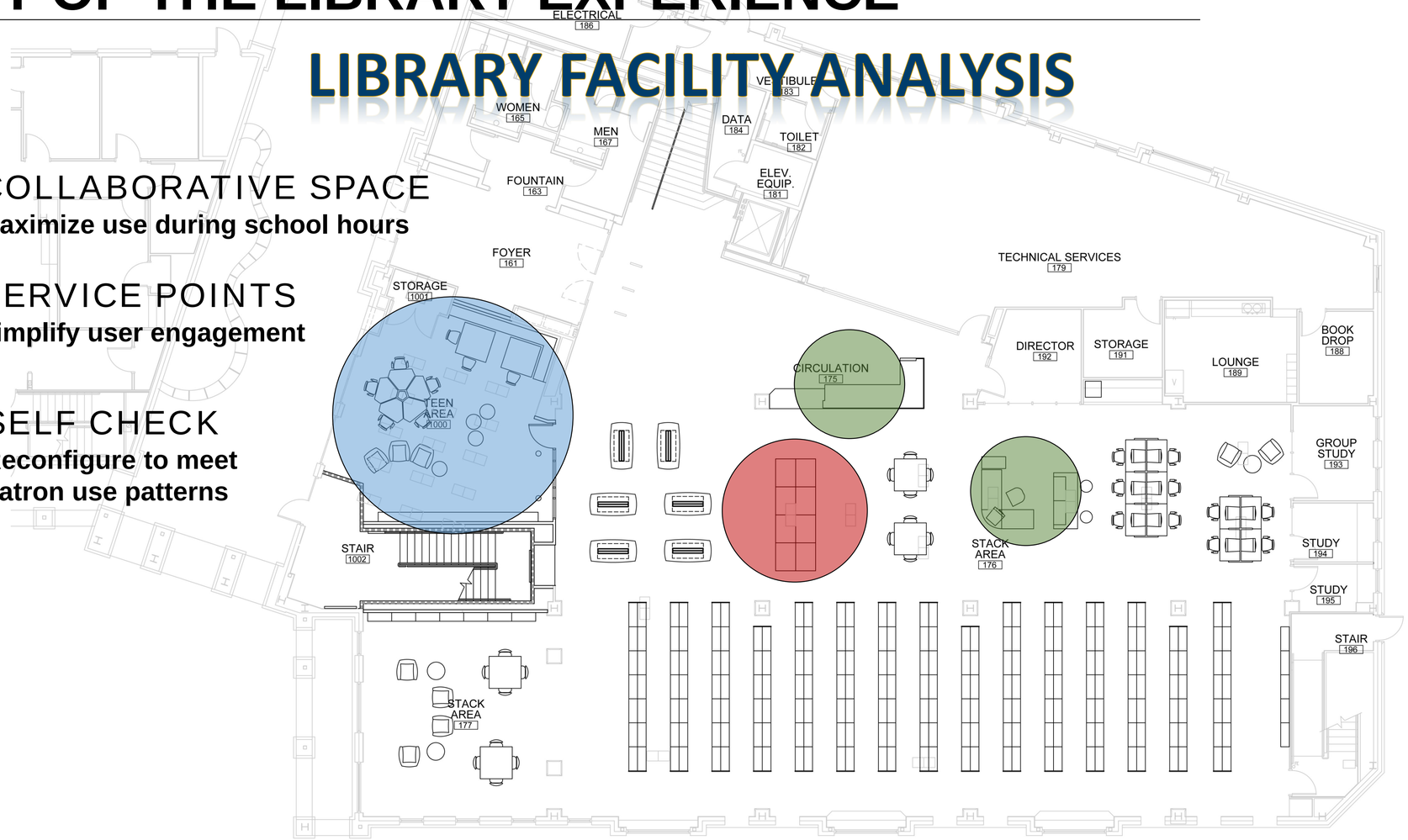
ASSESSMENT OF THE LIBRARY EXPERIENCE

LIBRARY FACILITY ANALYSIS

COLLABORATIVE SPACE
Maximize use during school hours

SERVICE POINTS
Simplify user engagement

SELF CHECK
Reconfigure to meet patron use patterns



COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

CONCLUSIONS

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

CONCLUSIONS

WHAT THE LIBRARY DOES WELL

CIRCULATION IS STRONG

102% ABOVE

THE STATE AVERAGE FOR FY 2014
(For communities of similar size)

234,667 items or **9.6 items per resident**

IT'S A DESTINATION

134,314 VISITS
FY 2013-2014

OR

67% ABOVE THE STATE AVERAGE FOR PEER COMMUNITIES

PROGRAMMING IS EXCELLENT

19,158

LIBRARY PROGRAM ATTENDEES FOR FY2014

120% above the state average and second among peer cities

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

CONCLUSIONS

WHAT THE LIBRARY CAN DO TO IMPROVE

IMPROVE ACCESS TO POPULAR MATERIALS

- Reallocate collection development to meet patron use patterns, expanding the collection of high use items.

SIMPLIFY

SIMPLIFY USER ENGAGEMENT

- Increase flexibility of space by transitioning the adult public computers furniture to an open table system.
- Transition to one staff service desk on the first floor.
- Improve access to popular items.
- Increase the variety and type of seating.

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

RECOMMENDATIONS

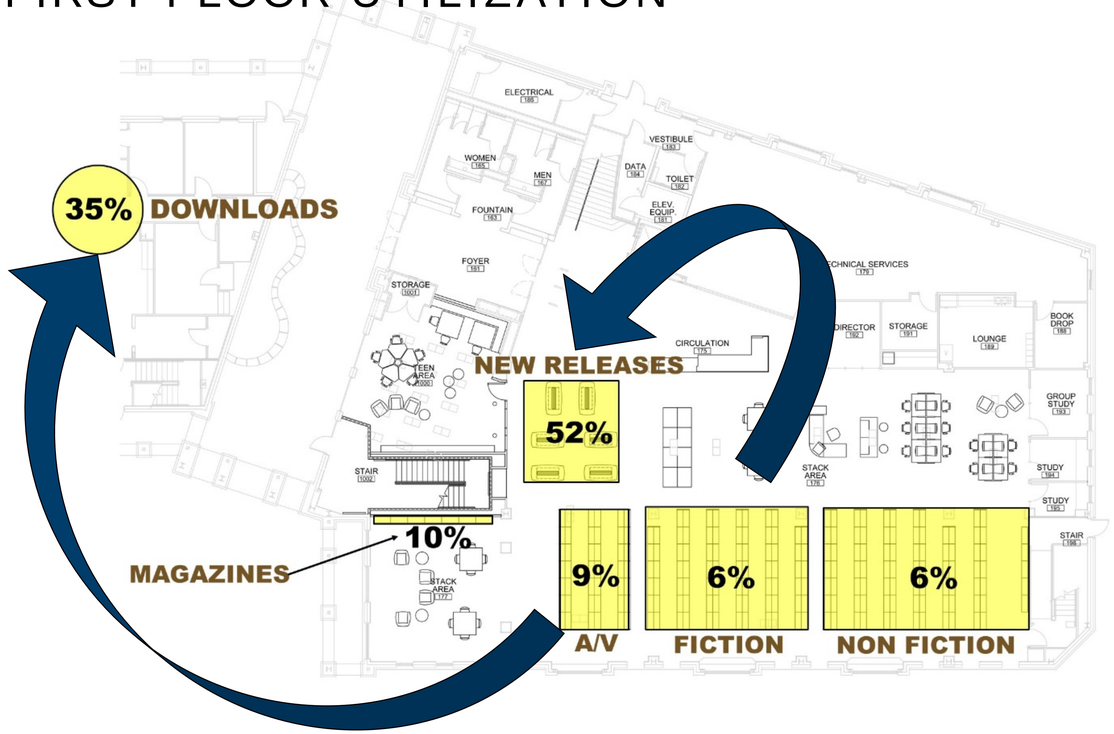
PREPARED BY HIDELL ARCHITECTS 2016

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

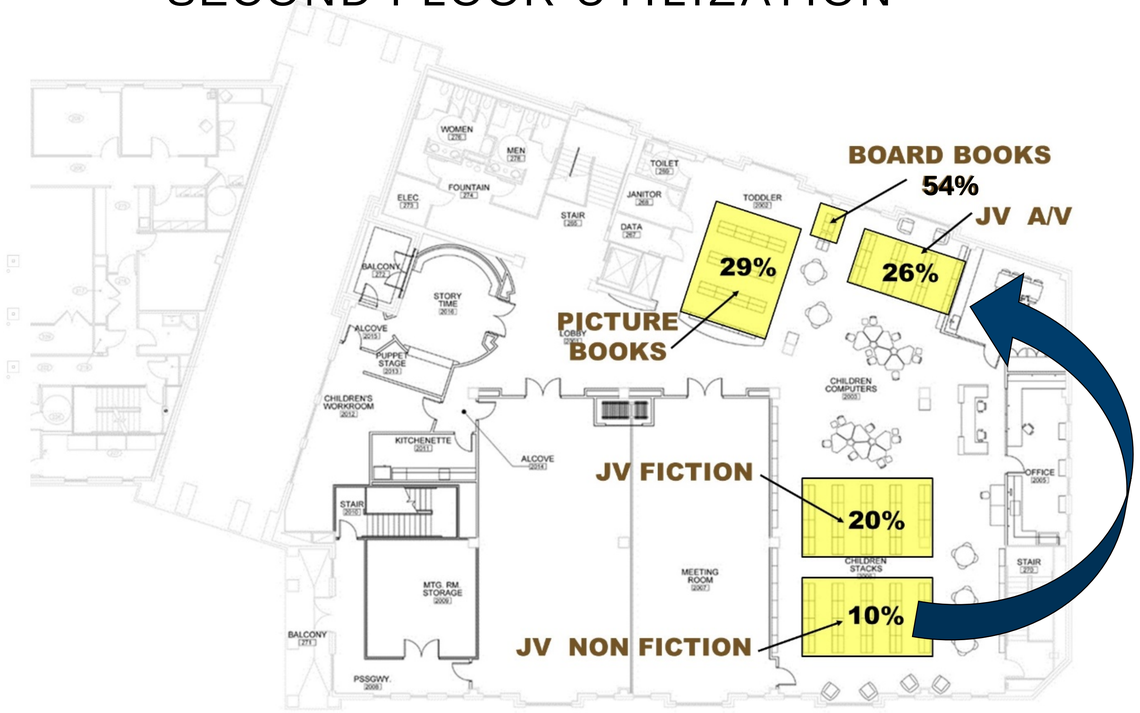
RECOMMENDATIONS

Reallocate collection development to meet patron use patterns.

FIRST FLOOR UTILIZATION



SECOND FLOOR UTILIZATION



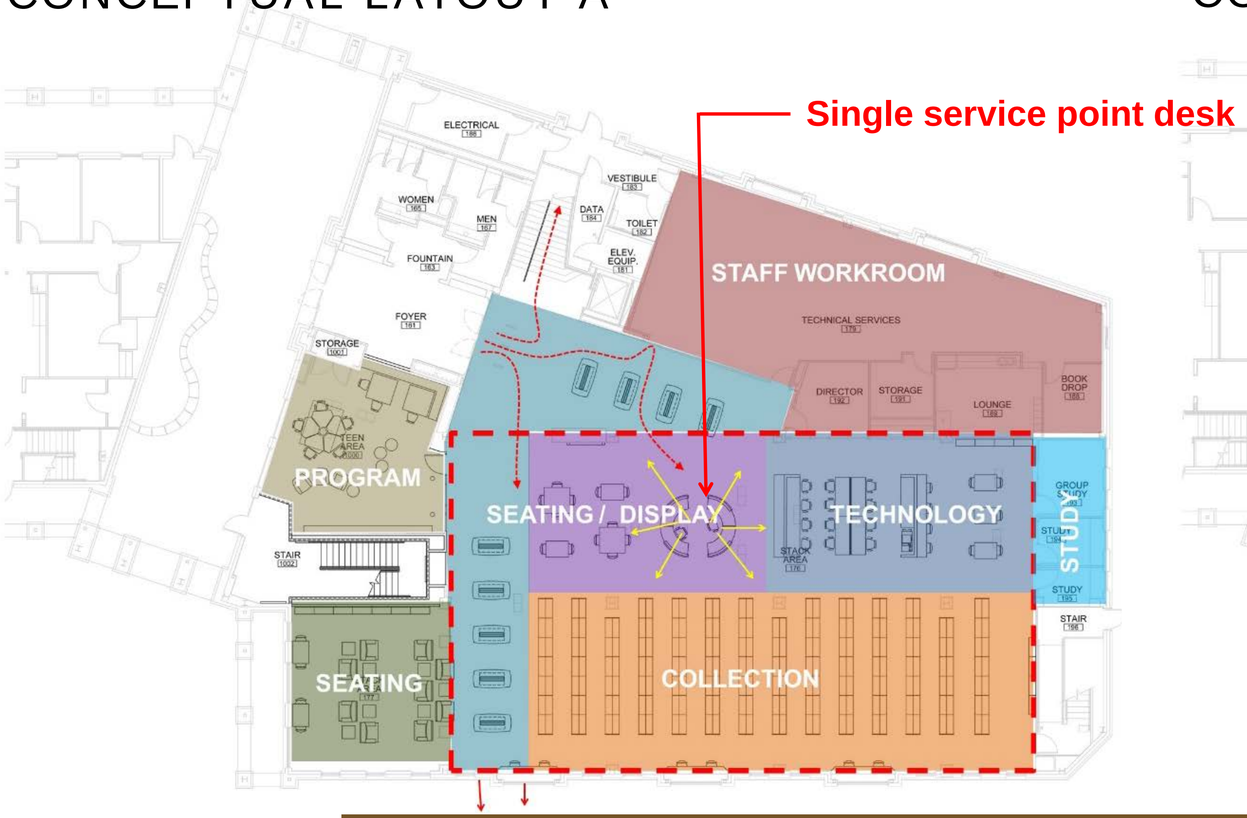
COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

RECOMMENDATIONS

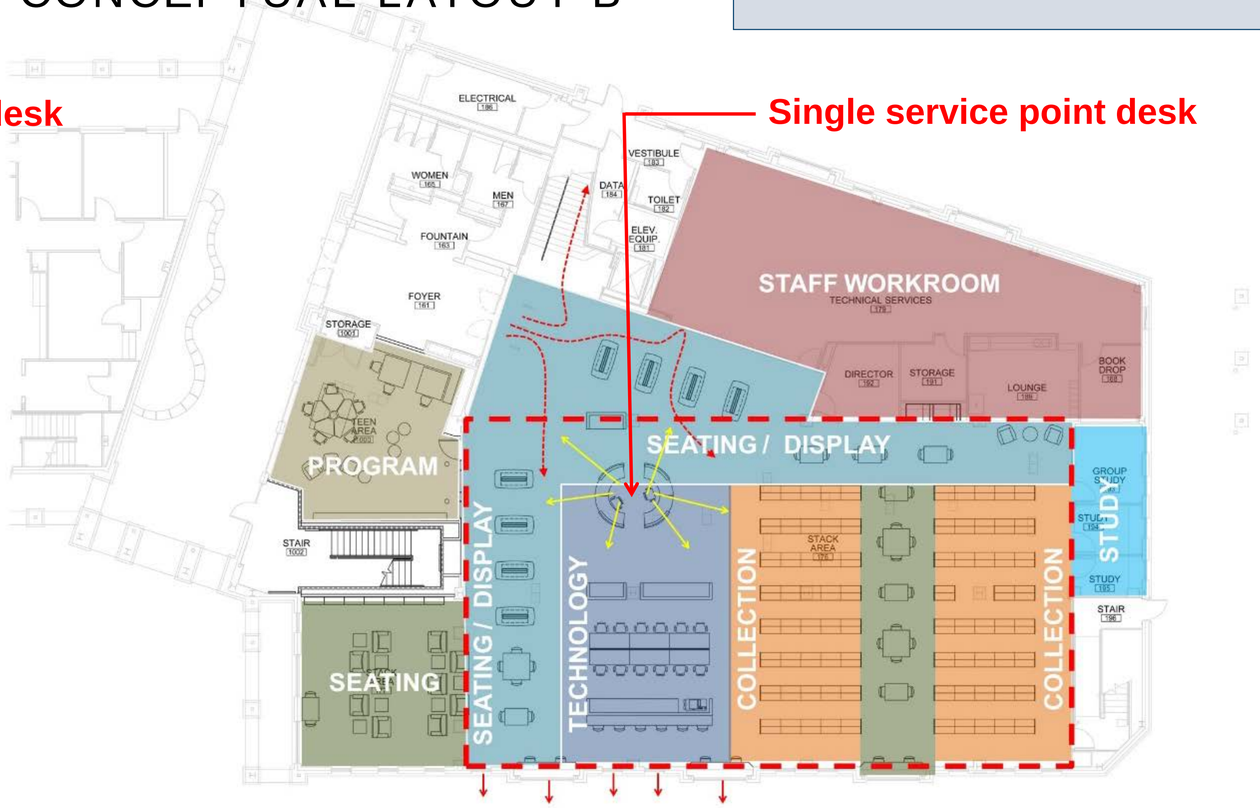
Transition to a single service point on the first floor

Estimate of Cost:
$18,000 to $30,000 for a new single service point desk

CONCEPTUAL LAYOUT A



CONCEPTUAL LAYOUT B



COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

RECOMMENDATIONS

Revise public access to technology

Estimate of Cost:
$2,500 for a computer table
to
$8,000 for a collaborative booth

Current Configuration

Future Flexibility

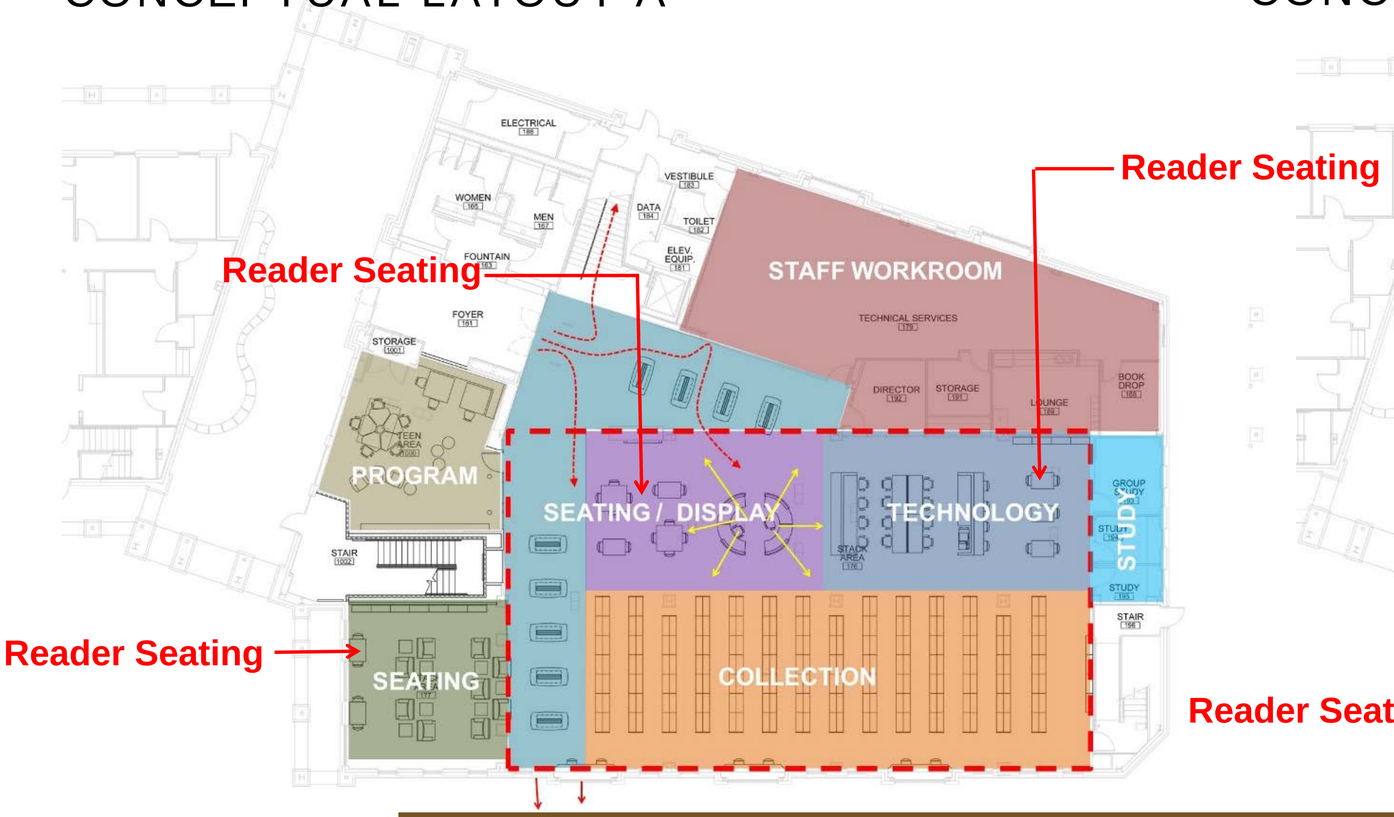
COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

RECOMMENDATIONS

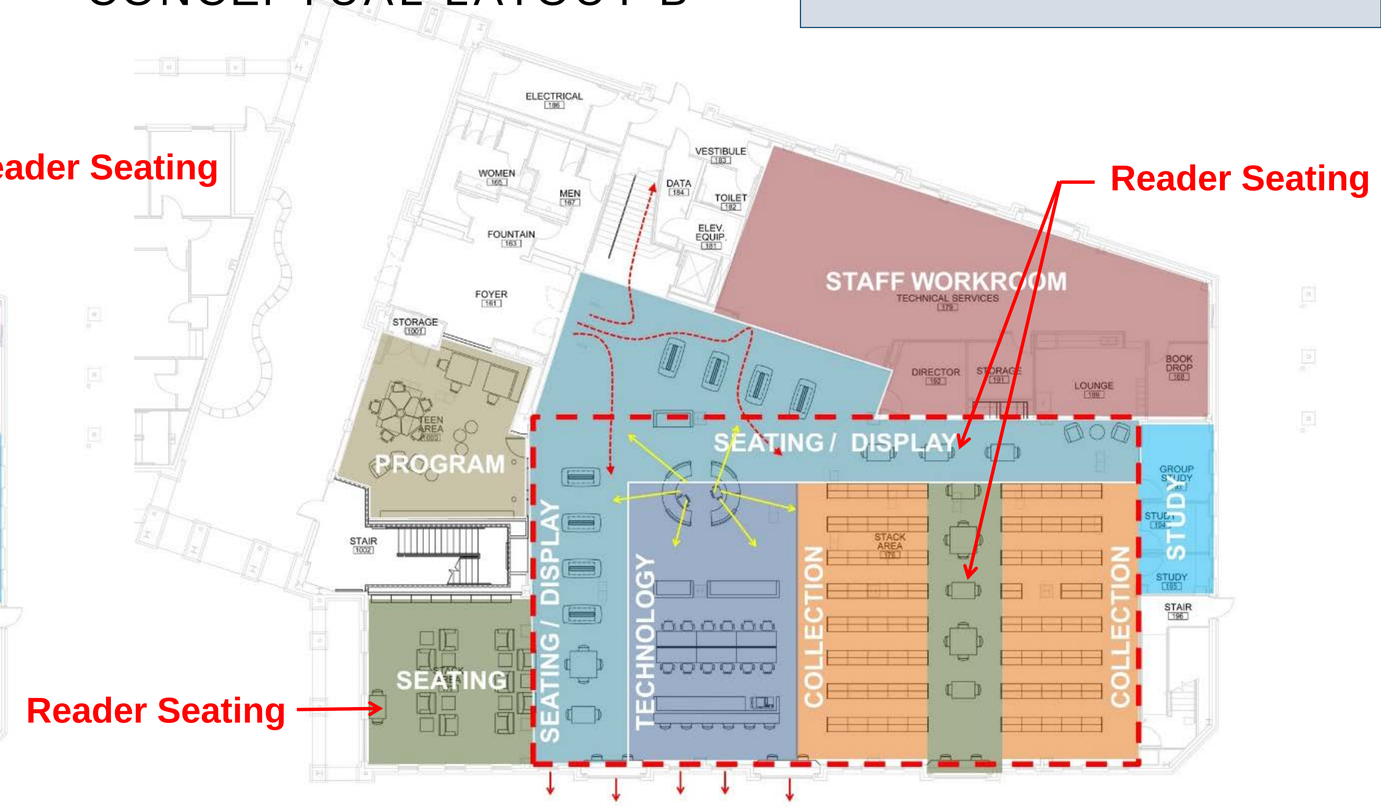
Update and increase the number of reader seats

Estimate of Cost:
$1,500 for a two person table
to
$2,500 for a four person table

CONCEPTUAL LAYOUT A



CONCEPTUAL LAYOUT B

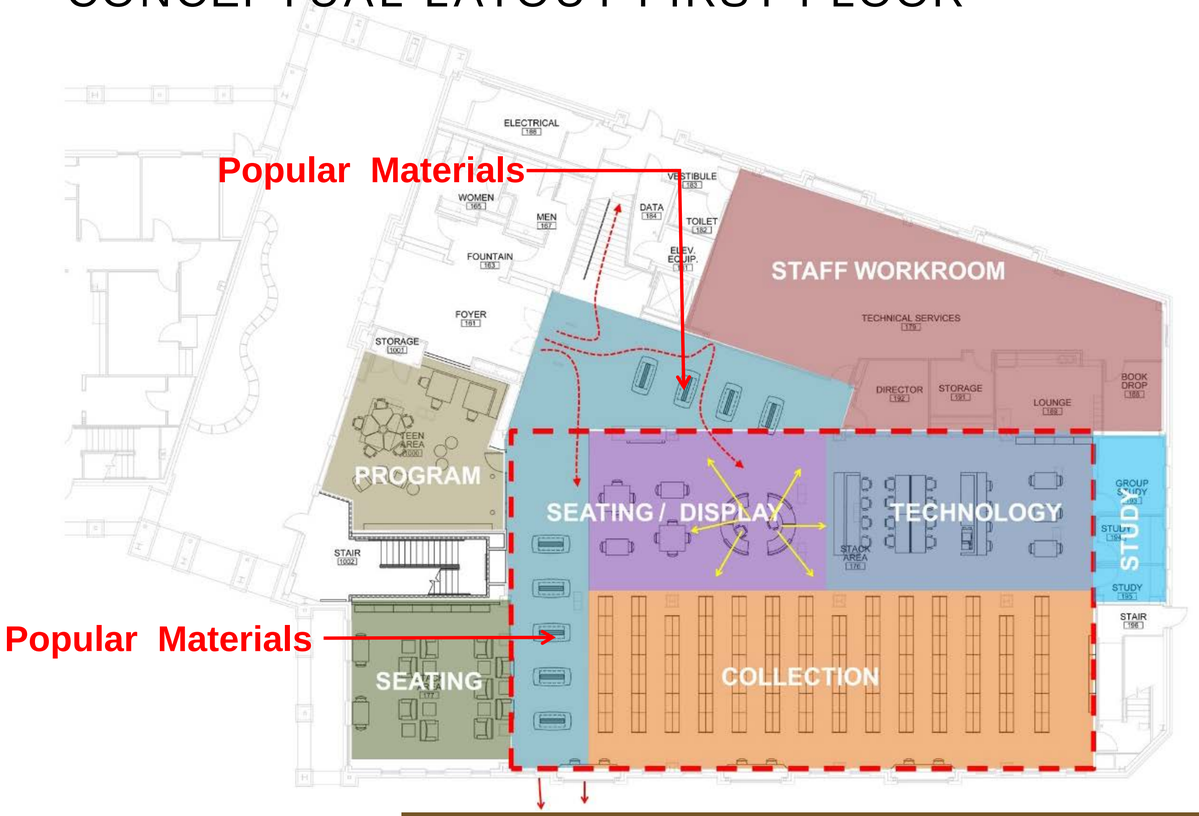


COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

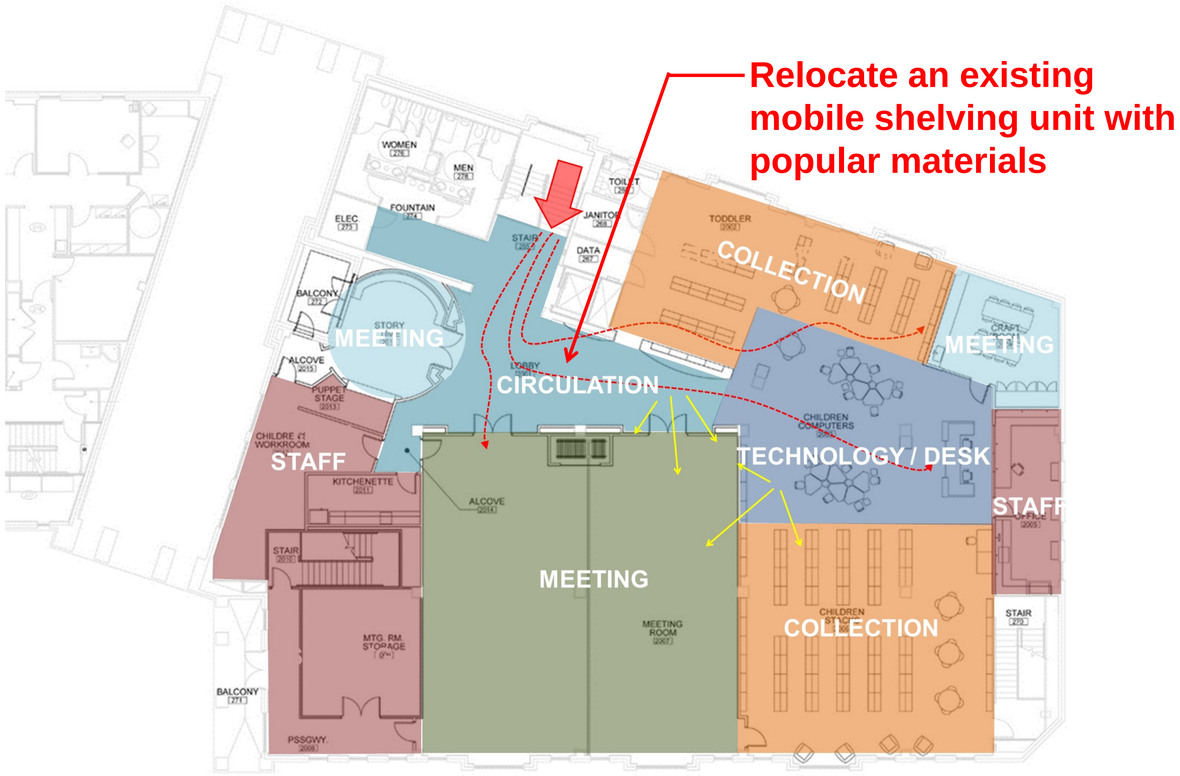
RECOMMENDATIONS

Improve access to popular materials

CONCEPTUAL LAYOUT FIRST FLOOR



CONCEPTUAL LAYOUT SECOND FLOOR



COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

RECOMMENDATIONS

Revise access to children's programs

Expand access to popular programs

COLLEYVILLE PUBLIC LIBRARY
LONG-RANGE PLAN

RECOMMENDATIONS

Engage the aging population

Expand upon existing partnerships

Implement an active marketing plan

COLLEYVILLE PUBLIC LIBRARY

LONG-RANGE PLAN 2016-2021

CITY OF COLLEYVILLE TEXAS

PREPARED BY HIDELL ARCHITECTS 2016

Colleyville Public Library – Long-Range Plan Survey
Communications/Promotional Plan
October-November 2015

September 22-25	Approved survey to web provider Brief in October edition of *Communicator* (send to printer)
October 1	Survey goes live on Colleyville.com with a banner and homepage story (Survey is live through November 14). Links also provided on Public Library departmental homepage. Media release distributed
October 2	E-Communicator sent to subscriber database with brief on survey and link Post on City of Colleyville Government Facebook page, with *call to action* link to survey Survey information goes up on city cable channel and all city electronic message boards Survey bookmarks at Public Library/City Hall/Senior Center
October 9-November 13	Weekly mention in Colleyville E-News with links to survey
November 14	Survey removed from Colleyville.com

TexShare Value Report

for

Colleyville Public Library

Colleyville, TX

Mary Rodne, Library Director

Report date: March 2016

About TexShare

TexShare is a consortium of Texas libraries joining together to share print and electronic materials, purchase online resources, and leverage local support and expertise for the benefit of all Texans.

How Many Libraries are Members of the TexShare Consortium?

Public colleges and universities: **37**
Independent colleges and universities: **45**
Community and Junior Colleges: **59**
Medical Libraries: **13**
Public Libraries: **534**

What Electronic Resources does TexShare Support?

$77,411.95	What the databases would cost your library if purchased separately (vendor-provided prices, without member discount)
$1,140.98	FY2016 Fee
$76,270.97	TexShare Member Savings

The TexShare Databases program allows libraries to provide authoritative and ad-free electronic articles, books, tutorials, and other resources to their patrons 24/7. The TexShare Databases are licensed for the exclusive use of Texas libraries and their patrons.

TexShare Core FY16: 62 e-resources

9 General Information Resources
11 Homework and Education
5 Business
7 Genealogy and History
11 Books and Literature
6 Health and Medicine
7 Science and Technology
3 Spanish Language
2 Career Development
1 Newspapers

The TexShare Databases are funded in part by a grant from the US Institute of Museum and Library Services to the Texas State Library and Archives Commission.

How does TexShare Support Sharing of Books and Physical Resources?

TexShare Cards provide library patrons with the privilege of visiting more than 500 public, academic, and medical libraries throughout the State of Texas to borrow books and other physical materials not available at their home libraries. In FY2015, over 240,000 items were circulated through the TexShare Card program.

TexShare Card Program:	**YES**
Navigator ILL:	**YES**
TExpress Subsidy:	**$399.96**

The TexShare Card program supports traditional Inter-Library Loan. The Texas State Library and Archives Commission's **Navigator ILL** program for public libraries supplied over 225,000 books, articles, and other items to Texas libraries in FY2015, with additional resource sharing provided through consortial catalog systems and non-Navigator ILL.

To further support Inter-Library Loan, TexShare provides subsidies for 5-day, 3-day, or 2-day a week courier service to participating libraries throughout Texas through the **TExpress** courier, allowing libraries to reduce their postage and shipping fees.

For more information, contact TexShare at: texshare@tsl.texas.gov or call 800-252-9386
Or visit us online at www.tsl.texas.gov/texshare/index

COLLEYVILLE
PUBLIC LIBRARY

LONG-RANGE PLAN
FY2007 – FY2011

Approved by the Colleyville Public Library Board

APRIL, 2007

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EXECUTIVE SUMMARY

In January 2006, the Board and staff of the Colleyville Public Library began the process of developing a *Long-Range Plan* that would identify the community's information needs and how the Library could best address those needs.

A Community Planning Committee was formed to guide the planning process. The Planning Committee included representatives from the community, City government, and the Library. By using a nationally recognized community-based planning model, the Committee ensured that the results of the planning process would be comprehensive, inclusive, bipartisan, and objective. Further, in addition to the solicitation of subjective input from the constituents served by the Library, the model mandated the utilization of statistical documentation so that the Library's existing and future performance could be identified, analyzed, and documented.

The resulting *Plan* demonstrates that the community has embraced the Library and responded significantly to its initial services and resources. Indeed, during its inaugural year, the Library registered over 7,100 borrowers, attracted over 73,000 patrons, and checked out over 102,000 items from its collection. In its two subsequent years, the Library experienced double-digit increases in all areas with the exception of staffing and funding which have remained essentially constant.

The statistics reveal that the Library is meeting an array of community needs. But there is more that can be done. Programs for children, teens, and adults can be expanded to meet emerging needs. The collection can be diversified and deepened with the addition of new materials and delivery systems. Reader services can be expanded to strengthen the Library's role as an information resource. Technology can be adopted that will make access to the Library's materials easier for community residents to access. The concept of lifelong learning can be advocated within the community and residents can be encouraged to participate more vigorously in their own personal development and enrichment. Finally, funding and staffing levels can be increased so that the Library can support the increased level of service that the community expects and deserves.

By implementing the Planning Committee's recommendations, the Library can become a model of what can be achieved when dedicated people in the community come together to enhance their quality of life. Moreover, by building on its existing strengths and providing additional services, the Colleyville Public Library will fulfill its mission of delivering information to the residents of the community,

Anytime. Anywhere.

INTRODUCTION

MOTIVATION FOR DEVELOPING A NEW PLAN

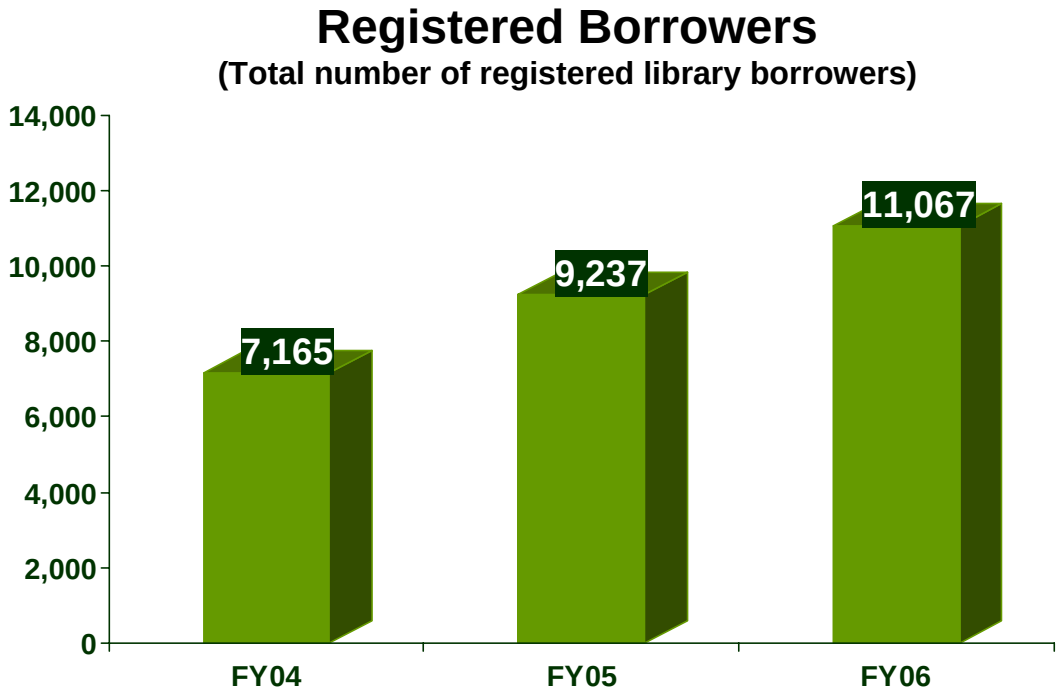
The foundation for the Colleyville Public Library started February, 1991, when the City Council, in direct response to citizens' expressed desire for library service in the City, established the Colleyville Library Study Committee. The task of the committee was to study library alternatives to meet the current and future educational, personal, and recreational needs of the community. During the following decade, a series of long-range planning studies were conducted which led to the opening of Colleyville's first library on November 24, 2003.

THE COLLEYVILLE PUBLIC LIBRARY

In its first three years of service, the Library has provided significant levels of service and can celebrate many accomplishments. The Library staff and Board have been committed to providing responsive library support to the community and have greatly enhanced the Library's services, collections, and programs. The overwhelming community support for and response to the Library over the last three years has encouraged the Library staff and Board to continue pursuing initiatives that will increase Library use and support.

COMMUNITY UTILIZATION

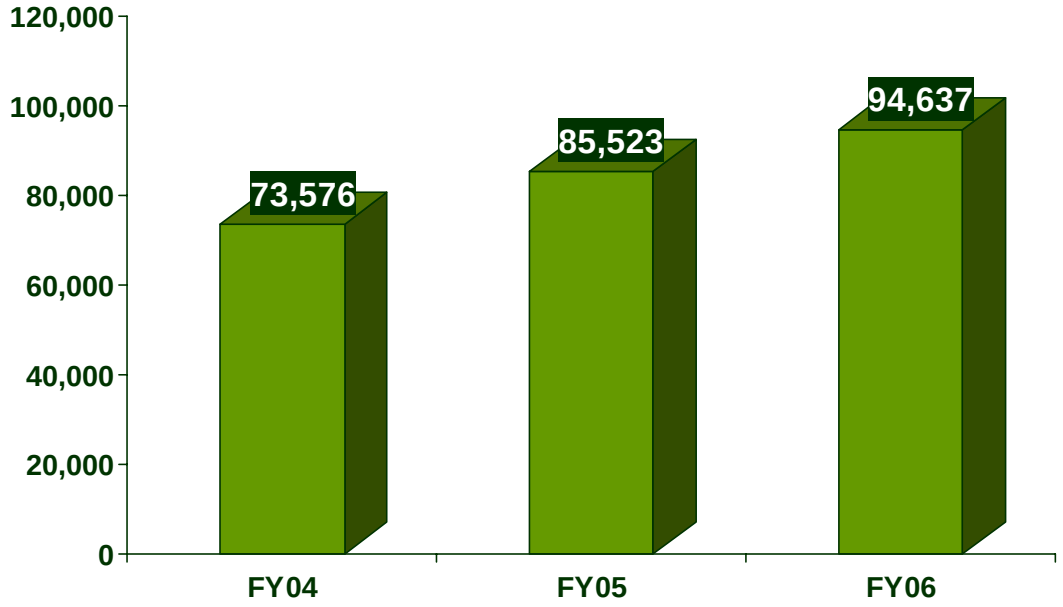
Use of the Colleyville Public Library has continued to grow each year since its opening. The following charts indicate the increase in use of the Colleyville Public Library in its first three years of service.



The **Registered Borrowers** chart (above) shows that in its inaugural year (2003-2004; FY04), the Library registered 7,165 borrowers. By the end of FY05, borrowers had increased 22.4%. FY06 totals saw an increase of 35.3% over FY04.

PATRON VISITS

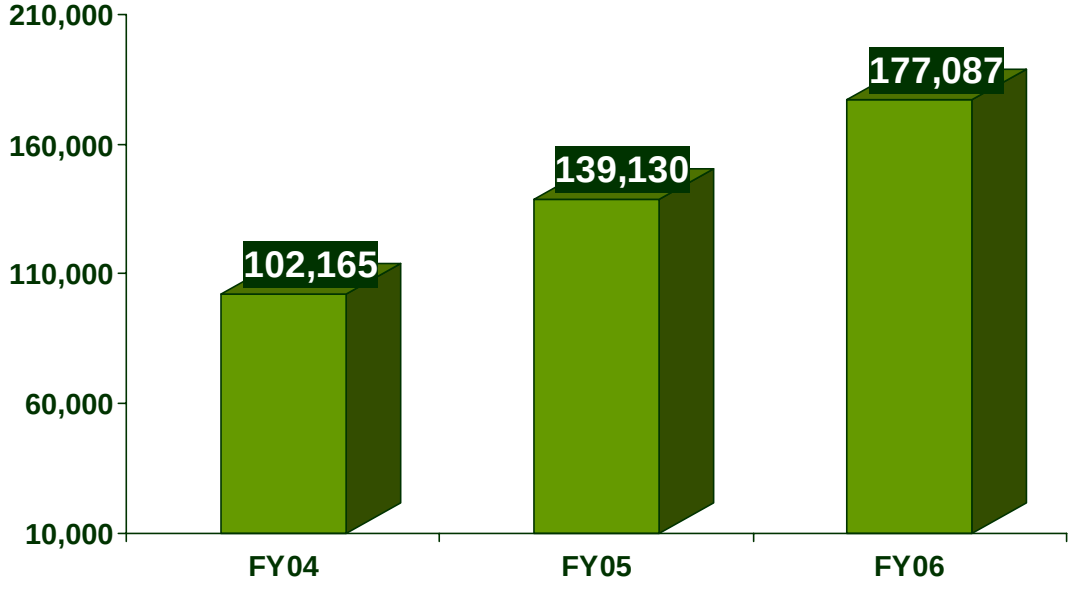
(Count of patron coming into the Library)



The **Patron Visits** chart (above) displays a measure of traffic through the Library. During the inaugural year, 73,578 people came to the Library. Through FY05, visits increased 14%. At the conclusion of FY06, visits had increased 22.3%.

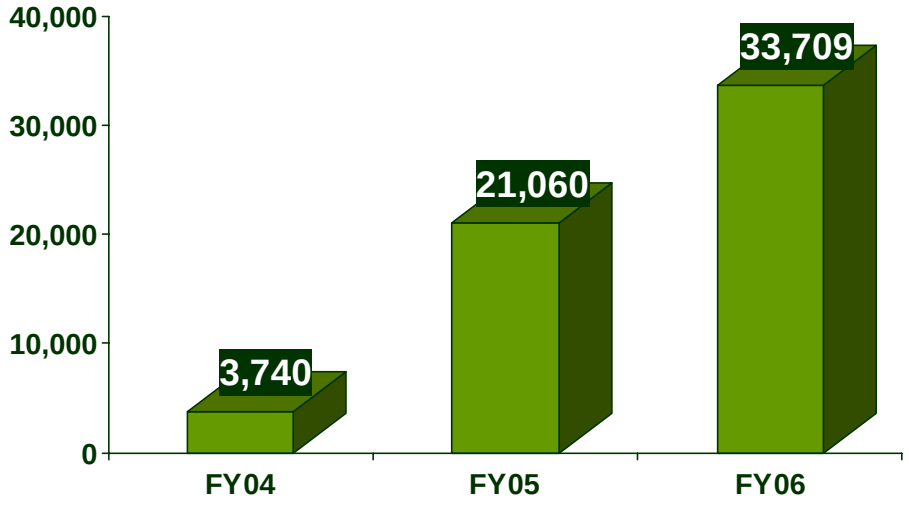
Library Materials Circulation

(Count of items checked out by patrons, books, etc.)



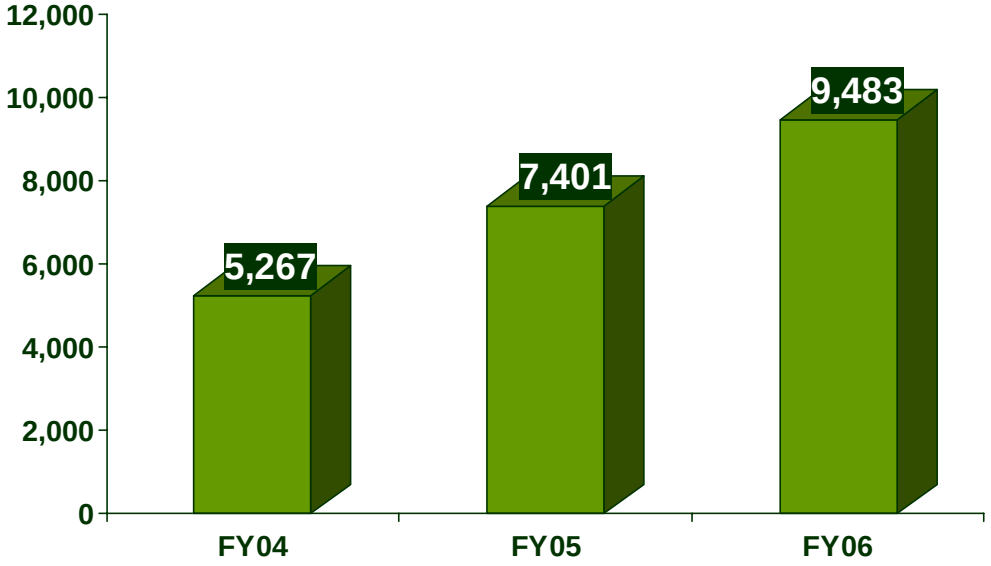
The **Library Materials Circulation** chart (above) measures the 102,165 items checked-out in the year ending September 2004. By the end of FY05, circulation had increased 27% over FY04; FY06 circulation increased 42.3% over FY04.

Reference Transactions
(Count of all Reference interactions with public)



The **Reference Questions** chart (above) measured 3,740 transactions processed by September 2004. In FY05, transactions increased 82.2% over FY04. By the end of FY06, questions had increased 85% over the transactions processed in FY04.

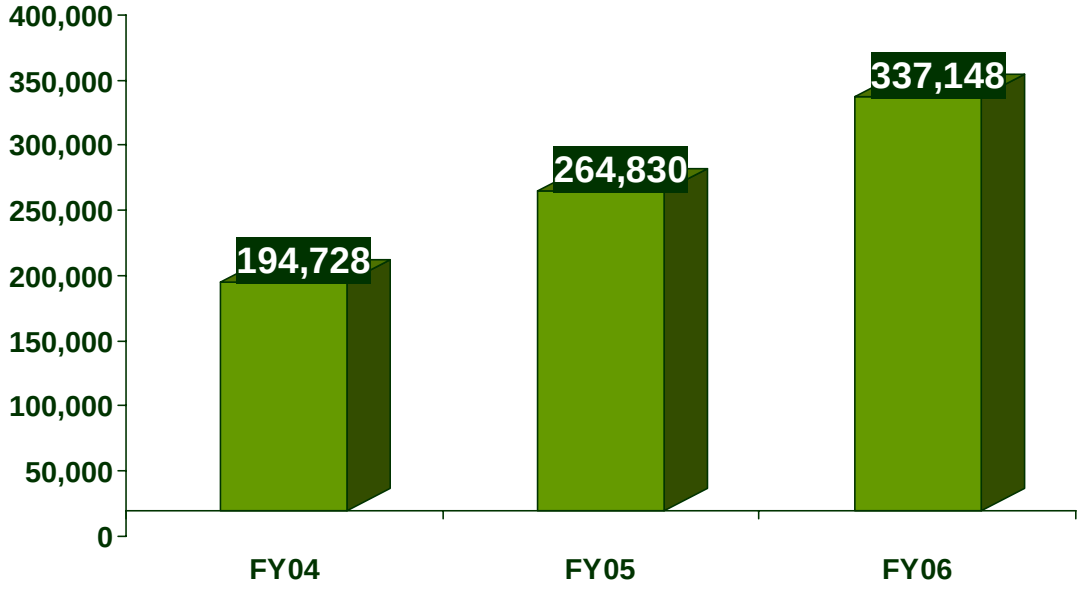
Program Attendance
(Count of all people attending Library programs)



The **Program Attendance** chart (above) shows that 5,267 people attended Library programs in 2004. Attendance increased by 28.8% in FY05 and by 44.5% in FY06 compared to attendance in the Library's inaugural year.

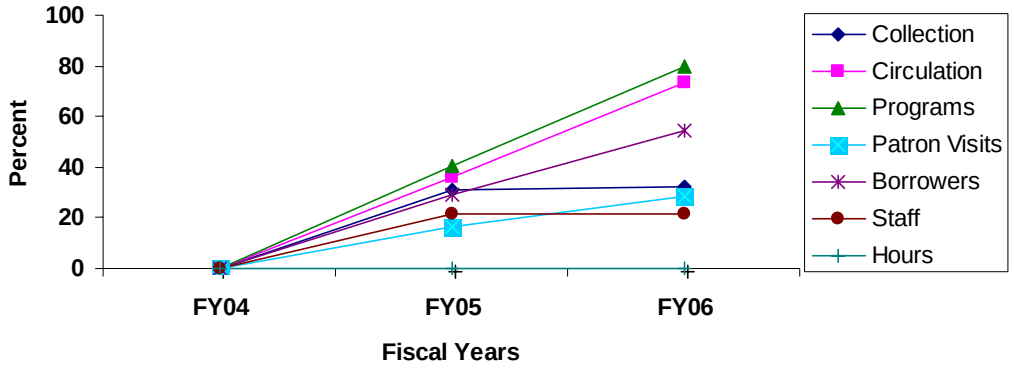
Library Activity Summary

(All materials - checked in, checked out, renewed, and holds placed)



The **Library Activity Summary** chart (above) shows that the Library staff handled 194,728 material transactions during FY04. This number increased by 26.5% in FY05 and by 42.2% in FY06 compared to the number of transactions in FY04.

Activities and Resources



The **Activity & Resource Trends** chart (above) compares selected activities to available resources. As the trend lines indicated, the availability of resources has not kept up with the community's utilization of Library services.

As the statistics document and the graphs show, the Library is providing services that the community has embraced in a very convincing manner. There are double digit increases in all service areas and it is evident that the Library is addressing and meeting existing and emerging community needs. It is also evident that staffing and funding has not kept pace with the Library's commitment to provide service to the community.

The remainder of this proposal will outline the process that the Library has used to identify existing, unmet, and emerging community needs. The proposal will also identify the strategies that the Library has developed to increase its level of service to the community. Finally, the proposal will identify the resources that will be required for the Library to provide this higher level of support and become the resource that the community wants and deserves.

PLANNING PROCESS

When the initial building phase of the Colleyville Public Library was completed, the Board and staff felt there was a need to create a long-range plan for the Colleyville Public Library that would provide a strategic framework for the future. The Board and staff discussed long-range planning options and decided to develop a strategic plan for the Library, using *The New Planning for Results* process designed for public libraries. This planning process was developed by the Public Library Association of the American Library Association to encourage public libraries to define their services in light of the needs of the individual communities being served. The process emphasizes a streamlined, community-based approach to planning.

The New Planning for Results is built on three assumptions:

Excellence must be defined locally. It results when library services match community needs, interests, and priorities.

Excellence is possible for both small and large libraries. It rests more on commitment than on unlimited resources.

Excellence is a moving target. Even when achieved, excellence must be continually maintained.

Consequently, the process asks key community stakeholders to assess the community's strengths, weaknesses, opportunities and threats (SWOT), and then determine how the Library can make a contribution toward achieving the community vision. To accomplish this task, the Library Board and staff formed a Planning Committee to launch the Library's planning process.

PLANNING COMMITTEE

The Colleyville Public Library's Planning Committee, consisting of community members, Library and City staff, and Library board members met for three working sessions during January and February of 2006 and followed the steps of the strategic planning process. The meetings were facilitated by a professional trained in the *Planning for Results* planning process.

COMMUNITY NEEDS

In the first stage of the planning process, the Committee looked at the community vision, examined community data, and identified community needs. The Committee used the *Master Plan for the City of Colleyville* as a resource document for basic data and information about the City. In 1998, the City Council had adopted a Vision Statement as a part of the 1998 *Master Plan,* and amended it in 2001 and again in 2002. The Planning Committee reviewed this Vision Statement and determined that, because it had been so recently amended, it still accurately reflected the current community vision for Colleyville.

Colleyville Master Plan Vision Statement

We, the citizens of Colleyville, are dedicated to preserving and enhancing strong family and community values, gracious suburban living, natural beauty and historical settings.

We will foster and manage commercial and residential growth consistent with our city's resources, infrastructure and services. We will work in partnership with our school system to provide the best possible education and training for our following generations. We will promote effective and efficient city management and elected leadership.

We are committed to the attraction and retention of a professional city workforce by making the City of Colleyville the "employer of choice" in Northeast Tarrant County. We will foster and manage commercial and residential growth such that both will be compatible with each other, with the quality of life objectives and within the confines of the resources of the City of Colleyville.

We will provide safe, un-congested, visually pleasing roadways and attractive landscaped residential and commercial environments. We will balance development with parks and open spaces accessible to all citizens. We will provide our citizens with a safe community free of pollution, crime and drugs.

We recognize that this vision statement is the ideal on which our community is shaping its future. Therefore, we the citizens of Colleyville, pledge ourselves to a program of goal-oriented actions and decision making for the betterment of Colleyville.

The Colleyville Plan – A General Plan for Growth and Development 2004 – 2025

SWOT ANALYSIS

Next, the Planning Committee assessed the community's **S**trengths, **W**eaknesses, **O**pportunities and **T**hreats. They compared the results of the SWOT analysis (current conditions) to the community vision statement (ideal conditions) to identify the most important needs of the community. The Committee then identified which of those needs could be addressed by the Colleyville Public Library.

LIBRARY SERVICE RESPONSES

When the community needs were identified, the Planning Committee reviewed a comprehensive list of thirteen service responses, or distinct ways a library can serve the public. Following a discussion of the services the Colleyville Public Library currently provides, the Committee determined which of the service responses address community needs that the Library can influence.

LIBRARY SERVICE PRIORITIES

The Planning Committee then combined community needs with Library strengths and suggested the following service priorities for the Colleyville Public Library.

1. **CURRENT TOPICS AND TITLES,** which emphasizes the Library's role in fulfilling its users' needs for current information about popular cultural and social trends and their desire for recreational reading, viewing, and listening experiences.

2. **LIFELONG LEARNING,** which focuses on the Library's role in addressing the desire for its users' self-directed personal growth and development.

3. **GENERAL INFORMATION,** which focuses on the Library's efforts to meet the need for information and answers to questions on a broad array of topics related to work, school, and personal life.

4. **INFORMATION LITERACY,** which emphasizes the Library's role in addressing the needs of its users for skills related to finding, evaluating, and using information effectively.

When the Planning Committee completed this task, their role in the planning process was completed. The Committee's preliminary recommendations were forwarded to the Library Board and staff for their input.

LIBRARY BOARD/STAFF REVIEW

In the second stage of the planning process, the Library Board and staff of the Colleyville Public Library met in March 2006 to review and refine the service priorities recommended by the Planning Committee. The Board and staff

examined the strengths and weaknesses of the Library as well as the opportunities and threats presented by the recommended service priorities. After consideration of these issues, the Library Board and staff gave full support to the four service priorities selected by the Planning Committee. The Library was now ready to start the third phase of the planning process, development of the plan.

DEVELOPING THE PLAN

In this phase of the planning process, the Library Board and staff considered a number of key factors in developing the Library's plan. These included:

- recommendations from the Planning Committee, the Library Board, and the Library staff
- demographic projections
- community development expectations
- emerging trends affecting the Library's service population

The library planners focused on the first key assumption of *the New Planning for Results* – excellence must be defined locally – it results when library services match community needs, interests, and priorities. This assumption led planners to set service-level goals for the Library to achieve in the next five years. National library standards were used as an evaluation tool to measure how the Colleyville Public Library ranked using these standards. The Library Board and staff selected several target areas for the Library to focus on in the next five years using national standards as a benchmark. These included: establishing secure and increased funding for the Library to develop collections, staff resources and facility reorganization. With the groundwork laid for the plan, the Library was ready to move into the last stage of the planning process.

WRITING THE PLAN

The final stage of the Library's planning process involved writing the plan. First, Library staff drafted vision and mission statements for the Library based on the recommendations and services priorities developed by the Planning Committee. Then, the Library Board and staff identified goals, objectives, and activities to implement the service priorities, which will serve as the Library's focus for the next five years. The Library Board reviewed drafts of the plan in February and March of 2007. In April of 2007, the Library's *Long-Range Plan for 2007 through 2011* was approved by the Library Board and forwarded to the City Council for review.

THE PLANNING COMMITTEE

The following members comprised the Colleyville Public Library's Planning Committee:

Representing the Community:

- Ashlee Welch, Student, Colleyville Resident
- Faye Nedderman, Colleyville Resident, Library Patron
- Gary Taraba, Colleyville Resident, First Library Board President
- Jerome Davis, Member, Colleyville Lions Club
- John Gray, Member, Colleyville Rotary Club
- Lorine Rayburn, Colleyville Resident, Library Patron
- Mary Alice Rippe, Member, Colleyville Friends of the Library, Library Board
- Nancy Coplen, School Board Member, Grapevine-Colleyville ISD
- Ret Stansberger, President, Colleyville Area Chamber of Commerce

Representing the City of Colleyville Council:

- Tony Licata, City Council liaison

Representing the Colleyville Public Library Foundation:

- Ginny Tigue, President, Colleyville Public Library Foundation

Representing the Friends of the Colleyville Public Library:

- Susan Taylor, President, Friends of the Colleyville Public Library

Representing the Colleyville Public Library Board:

- Susan Potter, Library Board member

Representing the City of Colleyville Staff:

- Paul Frederiksen, Assistant City Manager

Representing the Colleyville Public Library Staff:

- Erica Gill, Adult Services Librarian

Other members involved ex officio:

- Nancy Eytcheson, Chair, Colleyville Public Library Board
- Mary Rodne, Library Director, Colleyville Public Library

Planning Committee Trained Facilitator

- Joan Cochran, Retired Verizon Process Manager

COLLEYVILLE PUBLIC LIBRARY

VISION STATEMENT

The Colleyville Public Library will be the community's library,

"Anytime. Anywhere."

MISSION STATEMENT

Colleyville residents of all ages will have state-of-the-art library services, accessible "Anytime. Anywhere." that will:

- meet their needs for current high-demand topics and titles
- assist them in their self-directed personal growth and development opportunities
- provide the information services needed to answer their questions
- develop their skills in finding and using information effectively

GOAL ONE: CURRENT TOPICS AND TITLES

All residents in Colleyville will have access in a timely manner to current, high-demand, popular materials in a variety of formats, anytime, anywhere, to fulfill their desire for enjoyable recreational experiences.

Objectives:

1.1 Establish secure and dependable funding to support Colleyville residents' requests for current, high-demand materials by increasing the allocation of funding for the Library's materials collection in the Library's General Fund Budget from 0% to a minimum of 25% by FY 2007/2008; and annually by supporting opportunities for additional funding.

Action Steps:

- ✓ In the FY 2007/2008 budget process, incorporate funding to support the Library's collection of materials in the Library's General Fund Budget on an annual basis.
- ✓ In the FY 2007/2008 budget process, establish the Library's General Fund budget as the primary source of funding for Library materials and the Voluntary Library Fund as a secondary source of funding for library materials, to enhance the Library's materials collection.
- ✓ Annually, continue to support the fund-raising activities of the Friends of the Colleyville Public Library by providing space for book sales and other outreach initiatives.
- ✓ Annually, continue support of the major fundraising activities of the Colleyville Public Library Foundation.
- ✓ Annually, publicize existing donation options (e.g., memorials, birthday gifts, Adopt-a-Magazine program) and explore new donation options.
- ✓ On an ongoing basis, designate library staff to identify grant opportunities and prepare applications.
- ✓ Annually, review current library fee sources and identify new fee options when feasible.

1.2 On an ongoing basis, at least 70% of library patrons who come to the Library looking for current, high-demand items will say that they obtained the items during their visit.

Action Steps:

- ✓ Annually, the Library will allocate funding in the Library's materials collection budget for book, DVD, audio-book, and digital media lease plans to provide multiple copies of best-selling materials in high demand.

- ✓ Annually, library staff will conduct the Materials Availability Output Measure to determine the percent of successful searches of library patrons.

- ✓ On an ongoing basis, library staff will enhance the Library's Reader's Advisory Service to the public by creating bibliographies, suggested readings lists, etc.

- ✓ During FY 2006/2007, the Library will evaluate the feasibility of offering electronic service enhancements options such as email alerts to announce new popular titles.

1.3 Annually, at least 85% of the holds placed on current, high-demand materials will be filled within 30 days.

Action Steps:

- ✓ On an ongoing basis, Library staff will monitor item hold lists and will automatically secure an additional copy when the number of holds per copy of a title exceeds three (3).

- ✓ Annually, library staff will conduct the Document Delivery Output Measure to determine the percent of requests being tracked that are filled within 7, 14, and 30 days or longer.

- ✓ During FY 2006/2007, staff will explore the feasibility of offering email and automated telephone hold notification options for patrons.

1.4 Total circulation of the Library's materials collection will increase by 7% annually for the next five years, increasing the Library's circulation of items from 177, 087 to 248,374, or 10 items per capita.

Action Steps:

- ✓ On an ongoing basis, Library staff will use popular demand as a primary criterion for building a collection that reflects Library user preferences.

- ✓ On an ongoing basis, Library staff will maintain the Library's existing collection to identify damaged, worn, and outdated materials that need to be deleted from collection.

- ✓ Annually, the Library staff will market Library materials by creating a variety of monthly theme mixed-media displays.

- ✓ During FY 2006/2007, Library staff will explore options such as display end panels and free standing display furniture to merchandise library materials.

1.5 Expand the Library's popular materials collection by increasing the total number of items by approximately 10,924 items each year for the next five years and by increasing the collection size from approximately 43,378 to 96,000 items, or four (4) items per capita.

[NOTE: This benchmark will place the Library in the 75th percentile based on national library standards and will significantly improve the quality of the Library's current collection. Currently, the library is in the 5th percentile.]

Action Steps:

- ✓ Allocate a minimum of 25% of the Library's annual operating budget to purchase new materials in a variety of formats selected primarily on the basis of local demand.

- ✓ Annually, evaluate collection and format use statistics in order to adjust the corresponding budgets to reflect usage trends.

- ✓ On an ongoing basis, evaluate emerging materials formats for possible inclusion in the Library's existing collection.

1.6 Increase the total number of Colleyville residents registered for library cards by at least 5% each year for the next five years to increase the percentage of residents registered for library cards from 45% to 60%.

Action Steps:

- ✓ Annually, the Library will be visible in the community by setting up promotional displays at City-sponsored events, school open houses, homeowner block parties, and other community events, whenever feasible, to promote Library card sign up and Library services.

- ✓ Annually, the Library will promote library card registration during National Library Card Sign Up Month in September.

- ✓ By 2008/2009, the Library will offer an online library card application process.

GOAL TWO: LIFELONG LEARNING

Colleyville residents of all ages will have a resource center that provides programs and materials that address their need for self-directed personal growth and development opportunities.

Objectives:

2.1 Reorganize the Library's existing space, two levels, 24,000 square feet, and utilize 100% of available space to provide better support for the Library's Lifelong Learning Service programs for children and adults by FY 2009/2010

Action Steps:

- ✓ During FY2007/2008, hire a library architect/interior designer to conceptualize how the Library can be expanded to increase its ability to provide additional services and how existing space can be reconfigured to increase its effectiveness. The designer will also be asked to identify the staffing and funding required to support the conceptualized.

- ✓ During FY 2007/2008, develop a financial plan to secure funding for the Library's space reorganization program.

- ✓ During FY 2007/2008, develop a financial plan to support ongoing operational costs of the Library's space reorganization program.

- ✓ During FY 2007/2008, develop a financial plan to support ongoing staffing costs of the Library's space reorganization program.

- ✓ During FY 2008/2009, have the library architect/interior designer develop drawings to show how the concept of expansion and reconfiguration can be implemented and provide a tentative budget and timetable for implementation.

2.2 Create exemplary children's programs to foster a lifelong love of reading and increase first-year program participation by 5% in each of the five (5) subsequent years.

Action Steps:

- ✓ On an ongoing basis, the Library will provide a variety of programs for children of all ages, beginning at birth.

- ✓ On an ongoing basis, Library staff will evaluate the children's programs offered and adjust program offerings to reflect patron demands.

- ✓ On an ongoing basis, the Library will maintain partnerships with community schools and school librarians to inform parents and

students of the Library's services and programs that can help in achieving academic success.

- ✓ During FY 2006/2007, the Library will enhance its Early Learning Literacy Center for children by purchasing six new computers and approximately 10-15 new top-rated educational software titles.

- ✓ During FY 2006/2007, the Library will study the feasibility of developing an after-school Homework Center for school-aged children that offers a variety of top-rated educational software titles designed to help students build a well-rounded educational foundation.

2.3 Create an innovative Summer Reading Program for children of all ages that will increase first-year program participation by 5% in each of the four (4) subsequent years.

Action Steps:

- ✓ Annually, the Library will prepare professional quality brochures and sign materials to promote the Summer Reading Program.

- ✓ Annually, the Library will maintain partnerships with community school organizations and school librarians to promote the Library's Summer Reading Program.

- ✓ Annually, the Library will explore opportunities to develop partnerships with community organizations and local businesses to promote the Library's Summer Reading Program.

- ✓ During FY 2007/2008, staff will explore the feasibility of offering online Summer Reading Program registration for patrons.

2.4 Create a Summer Reading Program for adults and teens to foster a lifelong love of reading and increase first-year program participation by 3% in each of the four (4) subsequent years.

Action Steps:

- ✓ Annually, the Library will offer and market a Summer Reading Program for adults and teens.

2.5 Develop and expand adult and teen programs during the non-summer months that increase first-year participation by 3% in each of the four (4) subsequent years.

Action Steps:

- ✓ During FY 2006/2007, the Library will launch several new book discussion program options for adults.

- ✓ On an ongoing basis, the Library will work with the Friends of the Library to increase the number of programs that appeal to the current or emerging interest of adults.

- ✓ On an ongoing basis, the Library will provide ongoing programs for teens such as the Teen Book Discussion and will explore new programs and activities of interest to teens.

- ✓ During FY 2007/2008, the Library will work with the Parks and Recreation Department to explore co-sponsored programming options of interest to senior citizens.

2.6 Establish the Library as the community's cultural center and increase patron visits to the Library annually by 5% for the next five years.

Action Steps:

- ✓ By the end of FY 2007/2008 the Library will evaluate its current "customer experience" and target ways that the Library can transform that "customer experience" to become an even more customer-centered library, a destination library with an enjoyable, friendly, and fun environment.

- ✓ During FY 2006/2007, the Library will evaluate its current hours of operation to assess if the hours reflect user trends and demands.

- ✓ During FY 2006/2007, the Library will evaluate the current staffing needs required to meet the Library's functional operation requirements. It is currently anticipated that the existing staffing level of 7.5 Full-Time Equivalent (FTE) staff members will need to increase to 10.5 FTE in order to support the Library's higher level of service. This level of staffing will be clarified and adjusted as necessary to meet service needs.

  [NOTE: Based on national standards (Staff/1,000 population), the anticipated increase in staffing will place the Library in the 50th percentile, significantly higher than the current staffing level in the 25th percentile.]

- ✓ During FY 2006/2007, the Library will launch a year-round series of cultural displays and programs that will be continued on an annual basis.

GOAL THREE: GENERAL INFORMATION

All Colleyville residents will have access to general information on a broad range of topics to meet their needs for information and answers to questions related to personal life, work, and school.

Objectives:

3.1 The number of in-house, telephone and email general information patron questions answered by Library staff will increase by 5% each year for the next five years, which will bring the total of questions answered from 33,709 to 43,022.

Action Steps:

- ✓ On an ongoing basis, the Library will provide easy access to one-on-one general information assistance by having professional librarians available to assist patrons at adult and youth services reference desks all hours the Library is open for service.
- ✓ During FY 2006/2007, study the feasibility of scheduling roving staff to be available to assist patrons at peak times.

3.2 Patron usage of electronic resources will increase by 5% each year for the next four years.

Action Steps:

- ✓ On an ongoing basis, Library staff will promote the Library's electronic resources in promotional brochures, during one-on-one general information assistance, and through the Library's web page.
- ✓ On an ongoing basis, the Library will provide easy access to the Library's electronic resources in the Library and remotely through the Library's web page.

3.3 By FY 2010/2011, at least 80% of the patrons who use the Library's general information resources will indicate that the resources met their needs.

Action Steps:

- ✓ Annually, allocate a percentage of the Library's annual operating budget for the purchase of new general information materials in a variety of formats selected primarily on the basis of local demand.
- ✓ Annually, Library staff will conduct Reference Transaction Surveys to determine the number of patron reference questions that have been answered.
- ✓ On an ongoing basis, the Library will offer Interlibrary Loan Service for patrons.

GOAL FOUR: INFORMATION LITERACY

Colleyville residents of all ages will have access to state-of-the-art technology resources and instruction to develop skills needed to effectively navigate the current information world.

Objectives:

4.1 Provide ongoing information literacy programs to assist Library patrons in developing their information skills that will be attended by a minimum of 624 patrons on an annual basis.

Action Steps:

- ✓ During FY 2006/2007, develop and launch hands-on computer training sessions for patrons on the use of the Library's online catalog and online databases.
- ✓ During FY 2006/2007, develop and launch hands-on computer training sessions for patrons on the use of the Library's computers and software programs.
- ✓ During FY 2006/2007, develop and launch hands-on computer training sessions for patrons on how to effectively find and use information on the Internet.
- ✓ On an ongoing basis, the staff will evaluate the Library's information literacy programs and adjust program offerings to reflect patron demands.

4.2 Provide one-on-one information literacy assistance to Library patrons in person, on the phone, and by email so that they can develop their ability to find, evaluate, and use; increasing patron participation in this service 2% each year for the next five years.

Action Steps:

- ✓ On an ongoing basis, the Library will provide easy access to one-on-one information literacy assistance by having professional librarians or other trained staff available to assist patrons with computer questions at adult and youth services reference desks during all hours the Library is open for service.

CONCLUSION

The Colleyville Public Library is a resource on the move. During its first three years of operations, the Library has implemented the vision of the City Council by addressing the information and self-development needs of Colleyville residents. And the residents have responded! During its inaugural year, more than 7,100 citizens registered as borrowers and more than 102,000 items were checked out of the Library's collection. In its subsequent two years of operation, the Library has experienced double digit increases in all of its performance metrics. Clearly the citizens are pleased with the Library's contribution to enhancing their quality of life.

But the Library has not been content to rest on its laurels.

As this Long-Range Plan indicates, the Library has identified four (4) major areas in which it can further impact the lives of Colleyville's citizens. These areas include: Current Topics and Titles, Lifelong Learning, General Information, and Information Literacy.

With the continuing support of the City Council, the Board, the Friends, the Foundation and the residents, the Library is ready to embark on the next phase of its development. By approving and funding this Long-Range Plan, the City of Colleyville will ensure that the Library can move to the next level and serve as a model of what can be achieved when like-minded people come together to enhance their qualify of life. By so doing, they will also demonstrate, in a dramatic and verifiable way, that life-enhancing resources can indeed be made available,

Anytime. Anywhere.

Colleyville Public Library

Library Spatial Reorganization Plan

commissioned by

Colleyville Public Library Foundation

on behalf of the

Colleyville Public Library

and the

City of Colleyville

Final Report | Approved and Adopted by City of Colleyville Library Board | June 8, 2009

prepared by

Sam McBane Mulford
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ideation collaborative

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Executive Summary

The purpose of the Spatial Reorganization project commissioned by the Colleyville Public Library Foundation on behalf of the Library and City was to create a holistic understanding of library service needs through research and data analysis, as well as a stakeholder and community outreach process. The project explored innovative and creative strategies for reorganizing space allocation and utilization to support services that will enable the City and Library to realize its vision, goals, and strategic objectives.

In 2003, Colleyville celebrated the opening of its first Library, and now planning for expansion into the second floor. This expansion and reorganization allows the Library to increase the collections, seating, services and programs it provides the community, and to address some of its lessons learned after operating the library for five years. There are real opportunities to address efficiencies in materials and staff workflow, and to incorporate technologies and more customer service options that will leverage staff to their highest value – direct public service.

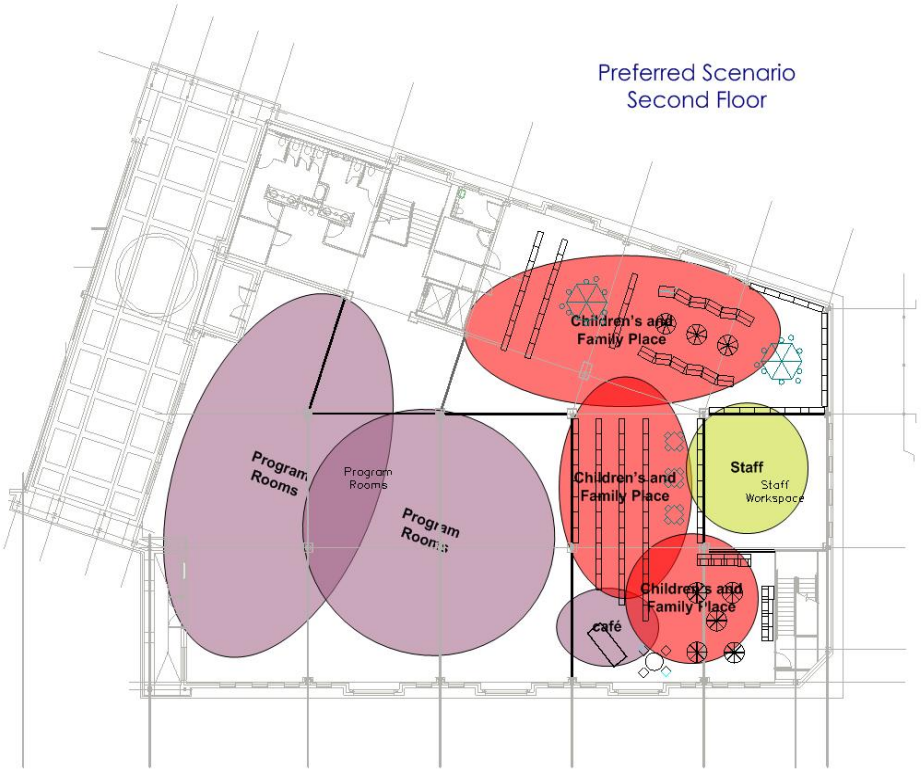
The outreach process offers critical insight into the community's perspective on its library:

- the Library is very much appreciated for its programs and especially its children's services as well as the small town customer service provided by staff
- It is universally loved…
  - except for the noise and conflict in uses (children's area and quiet reading) due to the lack of zoning of activities, as well as the lack of diversity in spatial environments to meet different needs
  - but the community desires a larger and more diverse collection and would like the Library to become more of a place for community interaction and collaborative learning

This community is ready for the Library to reinvent itself to meet the needs of this and the next generation, and to be a 3rd place in the community – one that is not home or work but a place that people love for its representation of the unique and special characteristics of small town Colleyville.

In looking to the future, a space program was developed to identify the square footage necessary to accommodate the goals for growth in collections, services and programming, as well as for the types of spaces that the community seeks. A quiet reading area or 'Living Room', special shelving for current topics and titles and the widely sought after media, a Teen Zone, and generous program / meeting space to support the variety of programs envisioned in the future are all included in the plan. The result doubles the current collection and triples the now available seating, and provides efficiencies in staff and materials flow that will allow the Library to leverage future staff to direct public services and richer programming for all ages.

Through meetings and workshops, a series of scenarios were developed by members of the community to test how all of these activities and uses could be configured within the available space. From these scenarios, three were finalized and presented to the Library Board and Public Library Foundation Board to develop a preferred schematic plan. The preferred schematic plan retains most of the existing built space on the first floor, while adapting or modifying it slightly to support new uses. The second floor will house program areas, as well as the children's area. This plan represents the best of both worlds – minimal demolition of existing built space as well as integration of materials and staff flows to enhance customer experiences and services.


Preferred Scenario
Second Floor
Children's and Family Place
Program Rooms
Program Rooms
Program Rooms
Children's and Family Place
Staff
Staff Workspace
Children's and Family Place
café

Preferred Scenario
First Floor
Tech Lab
Teen Zone
Staff Workspace
Staff
drop
check
drop
Staff Workspace
Café and Book-store
New Books
Collections
Collections
Media Zone
Living Room

A conceptual capital cost model was developed, which identifies a range of approximately 995 thousand to 1.8 million dollars, dependent upon the extent of new construction and the quality of materials used. This cost model includes the furniture and fixtures, but not the expanded collection material.

The next steps for the Library and City include:

- engaging a design team to develop a schematic design that will provide the information necessary to establish an actual cost estimate for construction
- in parallel, completing an operational cost model to address staffing, materials, services and programming
- identifying funding strategies for completion of the project
- finalizing a schedule and phasing strategy based upon goals to keep the library open to the community as well as optimize the investment in the expansion

Completion of the schematic design, which is a portion of the total design work necessary to prepare construction, or bid, documents, will allow the design team to establish a specific construction cost estimate for the project, as the preliminary work addressed a range of construction costs. The schematic design will identify the actual scope of new construction and any demolition or reconfiguration of existing built out walls, and the construction cost will reflect this as well as the actual building materials that will be used - all of which are critical to developing a realistic cost.

Phasing of the construction work was a consideration in the development of the preferred scenario - along with the following :

- maximizing efficiencies in staff work and materials flow
- providing the different types of spatial environments that will allow everyone in the community to 'find themselves' in the library
- maximizing reuse of existing built out space on the first floor (3rd priority to both above - long term investment in reconfiguration rather than perpetuating inherent / inherited inefficiencies)

The logical phasing could allow the City to keep the library open and operational during construction, and could be accomplished in this manner:

- Develop second floor (program and children's area, with adjacent staff area) - although larger programs and events would be suspended for a period of time.
- Move children's area and collections into the second floor and resume programming in new space
- Reconfigure existing meeting room to accommodate materials sorting and staff workspaces, as well as new service desk, friends bookstore and café kiosk along curved wall (zone partial construction area)
- Move staff workspaces
- Reconfigure existing staff workspace to accommodate tech lab and teen zone (zone partial construction area)
- Move tech and teen zone activities into finished space
- Install quiet room glass / wall enclosure (zone partial construction area)
- Move periodicals collection and quiet room seating
- Reconfigure first floor shelving / collections to accommodate the rest of the first floor design

Introduction

purpose • people • process

Context

Purpose of the Plan

The purpose of the project was to create a holistic understanding of library service needs through research and data analysis, as well as an inclusive staff, stakeholder, and community outreach process that reflects the diversity of the community served. The project explored innovative and creative strategies for reorganizing space allocation and utilization to support services that will enable the City and Library to realize its vision, goals, and strategic objectives.

In 2003, Colleyville celebrated the opening of its first Library, which is a two story facility integral to the City Hall building on Main Street in the Village. Although the second floor was finished (paint and carpeting), no permanent library services were located on this level at that time. The first phase of the Library project provided a fully functional first floor, but the existing budget was not able to provide for materials, stacks, furniture, etc., on the second floor. Additionally, the Library would not have been able to provide services on both floors with its then staff contingent of 5.5 FTE (full time equivalents). Use of the library by the community has increased significantly since then, creating prioritization for an expansion plan.

The Colleyville Public Library Foundation commissioned and provided the funding for the project to support the library in achieving its Long Range Plan (April 2007) Objectives, specifically:

Goal Two: *Lifelong Learning*
2.1 Reorganize the Library's existing space, two levels, 24,000 square feet, and utilize 100% of available space to provide better support for the Library's Lifelong Service programs for children and adults by FY 2009/2010.

The spatial reorganization of the Library will also support achieving each of the other goals and their objectives; all goals correspond to the Library's Service Priorities:

Goal One: *Current Topics and Titles*
Goal Three: *General Information*
Goal Four *Information Literacy*

In addition, this project provides progress on the 2008 Annual Work Plan of the City of Colleyville. Goal Four of the work plan is "*Continue focus to delivering superior services and demanding results*", and Objective One's first three tasks are significantly addressed through this effort:

Develop a plan to reorganize the Library to utilize available space to provide better support for the Library's programs for children and adults.

Develop and enhance programs for children and adults that will establish the Library as the community's literacy cultural center while seeking community partnering programs with local and regional literary and cultural groups.

Prepare a financial plan providing for the implementation of the 2007 Library Master Plan Update Report.

Assessment and Conceptual Spatial Organization Methodology

A truly collaborative process yields the most comprehensive solutions, which address the aggregate needs, issues, vision, and concerns of all stakeholders. To facilitate this collaborative process, a Core Team of individuals comprised of decision-makers and representatives of the diverse stakeholder needs was established. The Core Team's roles and responsibilities included the following:

- Review and validate the proposed process and align it to organizational vision, goals and parameters
- Assist in Identifying the process participants, to include stakeholders and staff, as well as library users, non-users, and the community at large
- Review the outreach plan, which identifies the most appropriate time within the process to seek input and feedback in 'defining the problem' as well as when to provide conceptual solutions for further feedback
- Provide ongoing leadership, direction, and course correction as necessary to ensure that the integrity of the process is protected, and that the process will support achievement of goals and objectives
- Review the draft document content and provide constructive feedback for improving the report
- Act as an advocate within the community for the planning process, encouraging people to participate

The community and Library staff are, in fact, experts in this matter. The collaborative process allowed these individuals to step away from their day-to-day duties and think deeply about the current and future needs of the library. Given the opportunity to envision beyond 'solving the immediate issue' these individuals provide the most valuable input as to how the future facilities might support the comprehensive community that the library serves. This process facilitated strategic conversation, deep listening, and productive conflict, and fostered insightful input into Colleyville's future library. Input was synthesized with best practices and future foresight to develop recommendations for the future library services that the community deserves.

The City of Colleyville has embarked upon a journey of discovery to establish the next iteration of their Library. The Library Spatial Reorganization Plan, founded in a community needs assessment process, is the first foundational step to articulating the community's vision for future library services. This document will guide the planning and design of the expansion of the library into the second floor, allowing full utilization of the entire facility for services to the community.

The planning horizon for this needs assessment looks to 2030, as plans normally project at least twenty years out, and time is needed to account for the planning process and implementation duration. Extensive outreach to the community, analysis of current services, and exploration into best practices created the basis for identified needs. Multiple opportunities for participation included focus groups, key informant interviews, stakeholder and staff workshops, and an online survey.

Steps taken to ensure the creation of a full picture of the community's current and future service needs within this report included:

- outreach to the community to assess their needs, expectations and perception of the Library and its role in the community - now and in the future
- assessment of current collections, programs and services
- analysis of current and projected demographic data to align services, collections and programs to the service population
- analysis of the community's characteristics to include current and future elements of the community to be served by the Library
- observation of service limitations of the existing facility
- preliminary analysis of space needs to understand current space utilization and accommodate anticipated future services, collections and programs

The Core Team and consultant obtained information from community members and stakeholders through a variety of meetings and methods for encouraging input. **Over 1000 people participated** in the survey, focus groups, workshops, key informant interviews and casual conversations between May and October, 2008.

- Two Focus Group sessions were held with a cross section of the community
- Five Key Informant Interviews were conducted with individuals who could broadly represent the community due to their roles as identified community leaders
- An online survey was available from May through October to provide an opportunity for the community to comment and provide feedback
- Two stakeholder and staff workshops were held to develop the vision for redefining use of the space to meet future library service needs within the community
- The Core Team and consultants engaged the community in casual conversations at retail stores, recreation centers, restaurants and in the Library to further inform the outcome with anecdotal information

Staff and the Core Team encouraged input and participation through a variety of means. They made available and e-mailed flyers and information regarding the survey and workshops to stakeholder contacts, posted at Web sites for the City, Library, and affiliated organizations, and posted and distributed at both civic and privately owned buildings throughout the city. The community forums were widely advertised in the media and at the Library through banners, bookmarks, and brochures. Members of the Core Team contacted the community and key representatives of organizations by phone, mail or through invitational e-mail messages, seeking their participation in the outreach process.

In developing the response to needs captured in the outreach, the Core Team members and Library staff worked to understand the community needs and articulate how the Library would respond with prioritization of its services and the utilization of its 'real estate'.

Students, parents, grandparents, youth, educators, school librarians, community members both long-term and newer, seniors, business people, professionals, community organizers, community and service organizations, village residents, school districts, historians, authors, entrepreneurs, community service volunteers, the Friends of the Library, visual and performing artists and advocates, and health and community service providers represented the community at large in the focus groups. Each session explored the following topics:

- Whom do you feel you represent in the community?
- Do you use the Library? If so, which ones, how often, and for what purpose?
- What do you appreciate about the services you receive? What is working well?
- What would you like to be able to do or have access to at the Library, but currently cannot?
- Describe your ideal visit to the Library in 10 years. What is the experience? What are you doing?

Key informants, who either broadly represent the community or a special interest area or group, were asked the following questions in interviews:

- Whom do you feel you represent in the community? Why might you have been as a 'key informant'?
- What are the unique characteristics of Colleyville?
- What do you see happening on the horizon (five, ten, twenty years from now) that will impact your community considerably?
- What do you believe is the value of a library within the community?
- Describe your ideal visit to the Library in 10 years. What is the experience? What are you doing?

A total of 982 library needs assessment surveys were completed online or in hard copy through October, 2008. An online community survey was hosted through a link off the Library and City of Colleyville home pages, available for the duration of the needs assessment process. Hard copies of the survey were

available at the Library, as well as distributed at other various civic, educational, and community buildings. Almost 75 % of the surveys received were submitted by residents of Colleyville. An additional 13 % of respondents worked in the city but did not reside in Colleyville. A summary of survey responses, as well as the full text of any additional comments provided, is presented in the appendix.

Stakeholders and staff were engaged in a series of workshops, meetings and interviews focused on identifying vital services, describing gaps in service and unmet needs, evaluating current service models and envisioning new models of service.

In developing the response to needs, stakeholders and staff participated in an intensive workshop forum to analyze the community needs and articulate how the Library would respond with prioritization of its services. The workshop participants, representing a wide cross-section of Library staff, focused on the Library's future services and utilization of space and considered the following:

- the Library's strengths and position to serve the needs
- integrating innovative service responses
- providing for new activities, and zoning of those activities, within the library
- expanding the resources, to include services, programming, collections, seating, and technology

Documents relating to both the community and Library of Colleyville were obtained from the Colleyville Public Library and City of Colleyville, as well as from Core Team members. Demographic and planning information was obtained from national, state, and local government. The consultant and staff gathered information about national and international trends regarding the use of libraries.

The outreach information gathered by the Core Team, in conjunction with research into current library best practices and standards, has been reviewed, analyzed, and incorporated into this report format. All recommendations in this report respond directly to documented needs as expressed by community members and through research and analysis.

Please refer to the Appendix of this document for all memoranda associated with community outreach, as well as all reference and resource information used to develop this report.

Process Participants

Stakeholders and Community Representatives

982 Survey Respondents
Bill Lindley
Carol Ernst
Cathy Punko
Cecilia Monacelli
Christine Posnock
Christopher Azbell
Cookie Myers
Daniel Azbell
David Neisius
Dean Simmons
Dee Barker
Ed Clendenin
Ed Havran
Eileen Lee
Ginny Tigue
Hannah Watson
Jan Mogged
Janet Douglass
Jennifer Azbell
Jennifer Hagen
Jim Moore
Joslyn Marksbury
Joyce Quam
Judith Mastagni
Kathy Hadley and children
Kay Newton
Kristi Isbell
Linda Tinkham
Lori Strickland
Mary Lou Dove
Mary Pat Mahoney
Melanie Damron
Mimi Byerly
Nancy Eytcheson
Nancy Young
Pat Batten
Pat Jones
Rebecca Ringer
Robert Punko
Sharie Kimball
Sharie Kimbell
Stephen Young
Sue Drautz
Susan Stevens
Susan Williams
Tamara McCain
Teen Volunteers
Tina Simmons
Yvonne Gilliam

Core Team Members

Cecilia Monacelli, President, Colleyville Public Library Foundation
David Kelly, Mayor, City of Colleyville
Elsie Gunter, Community Member
Erica Gill, Library Staff, Adult Services Librarian
Ginny Tigue, Past President, Library Foundation
Jerome Davis, Colleyville Lions Club
Joanne Caniano, Library Staff, Circulation Services
John Gray, Colleyville Rotary Club
Kay Waggoner, GCISD, Superintendent
Kelly Cooper, Interim City Manager, City of Colleyville
Mary Alice Rippe, President, Friends of the Colleyville Library
Mary Rodne, Library Staff, Director
Nancy Bowen, Volunteer, Library Board Member
Pat Jones, President, Library Board Member
Ret Stransberger, President, Chamber of Commerce
Robert Glaser, Colleyville Public Library Foundation Board Member

Additional Library Staff

Amber Green
Angela Bailey
Christina Stone
Donna Westbrook
Ian Barba
Jeanie Monahan
Jennifer Britton
John Schanot
Kay Bradshaw
Karyn Marshall
Sarah Dyer
Vicki Palmer
Vicki Welch

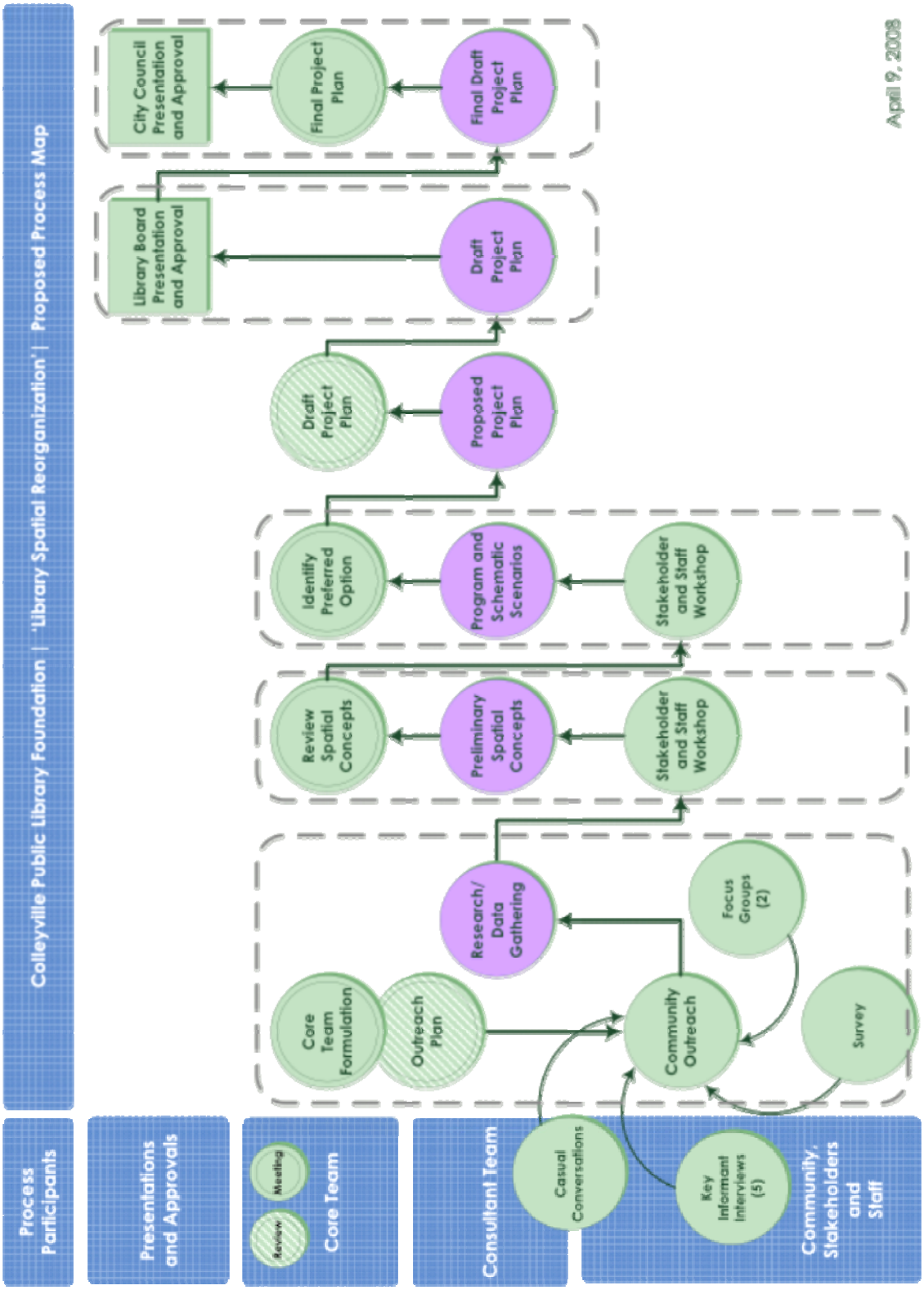
Process Map

The following page illustrates a proposed process map developed for the planning effort and validated by the Core Team at its first meeting. The map served as both a roadmap for activities as well as a tool for communicating to stakeholders, community representatives, and staff, the scope and progress of the project.

Activities and Interrelationships

The process map (or roadmap) on the following page represents an organization of the inter-related activities, performed by different groups involved in the planning process:

- The left-most 'column' represents groups of participants
- The bar along the top that runs from left to right represents the logical sequencing of activities over time that will ultimately result in a Strategic Spatial Reorganization Plan
- The boxes in the body of the process map represent specific activities and their interrelationships, all designed to achieve a coherent flow of data gathering, information development and analysis, exploration and discovery, and ultimately informed decision-making


Colleyville Public Library Foundation | "Library Spatial Reorganization" | Proposed Process Map
Process Participants
Presentations and Approvals
Core Team
Meeting
Review
Consultant Team
Community, Stakeholders and Staff
Casual Conversations
Key Informant Interviews (5)
Core Team Formulation
Outreach Plan
Research/ Data Gathering
Community Outreach
Focus Groups (2)
Survey
Review Spatial Concepts
Preliminary Spatial Concepts
Stakeholder and Staff Workshop
Identify Preferred Option
Program and Schematic Scenarios
Stakeholder and Staff Workshop
Draft Project Plan
Proposed Project Plan
Library Board Presentation and Approval
Draft Project Plan
City Council Presentation and Approval
Final Project Plan
Final Draft Project Plan
April 9, 2008

Community Characteristics

current and future issues • elements to be served

Current and Future Issues for the Community

History of Colleyville

"Colleyville began as a rural community, situated primarily between Big Bear and Little Bear Creek in the central portion of northeastern Tarrant County.

Dr. and Mrs. Colley
The first significant settlement of the area began in the 1850s. Samuel C.H. Witten came to Texas from Missouri in 1854 and established a farm along Little Bear Creek. He became one of the founders of the Spring Garden community, which flourished in the 1860s around a well-known school, finally declining in the 1870s as Bedford rose to prominence. Other settlers from the upper South included Jonathan A. Riley, who came from Kentucky in 1856 and settled near the Spring Garden community; the Kentucky-born adventurer and Civil War veteran Ryan Harrington, who bought land in 1865 near the community of Pleasant Glade; and William B Cheek, who migrated to northeast Tarrant County from Kentucky in 1869, eventually settling near Ryan Harrington's property.

Other farmers continued to arrive throughout the 19th century. William Dunn settled property between Big Bear Creek and Bransford in 1875; the James R. Forbes family, of Bedford County, Tennessee, established a farm in 1887; and French native Anthelm Bidault began cultivating his renowned orchards and vineyards near the Pleasant Run community in 1897. The communities of Pleasant Glade and Pleasant Run were hamlets situated in clearings of the Eastern Cross Timbers. Churches, schools, and stores served the rural population. Pleasant Run Baptist Church, organized in 1877, was the first church within what is now Colleyville.

The St. Louis, Arkansas, & Texas Railway (later known as the St. Louis & Southwestern or the Cotton Belt Route) extended its tracks between Fort Worth and Grapevine in the late 1800s, passing through the hamlet of Red Rock in the Colleyville area in 1888. The nearby community of Bransford, clustered around the general store and post office of Felix G. Bransford, disappeared that same year when the store and post office were moved to Red Rock, which was renamed Bransford. The new Bransford prospered over the next several decades, becoming the largest community in the Colleyville area. In addition to the post office, the town had two blacksmith shops, a livery stable, four general stores, and a lodge hall shared by the Masons, Odd Fellows and Woodmen of the World. Four doctors resided there.

Lilburn Howard Colley was one of these doctors. A native of Missouri and a veteran of the Union Army, Dr. Colley and his wife moved to Texas in 1880, eventually settling in Bransford soon after the town was founded. In his 40 years of active practice, he became one of the best-known physicians in northeast Tarrant County and was widely respected as a leader in the Bransford area. Colley's name became associated with a community that formed around a store opened by W.G. Couch on Glade Road south of Bransford in 1914. The surrounding area gradually acquired the name "Colleyville." The hamlets of Pleasant Run and Pleasant Glade had populations of 75 and 80, respectively, in 1940, and today have all but disappeared. Bransford declined after World War I as the automobile took precedence over railroads for passenger travel. The last store, owned by John R. Webb, closed in 1925. The town became known primarily

for a large nursery established by Andy Felps around 1920. Bransford had a population of 155 in 1940, but today has vanished except for a cluster of houses around the train tracks.

Colleyville was incorporated on January 10, 1956, and its city limits are now contiguous with those of Grapevine and Euless on the east, Bedford and Hurst on the south, Keller and North Richland Hills on the west and Southlake on the north. Although once a predominantly rural community, Colleyville has experienced significant residential development during the past decade. From a population of about 1,500 in 1960, it grew to 6,700 in 1980 and had an estimated population of 11,300 by 1989. Grapevine Highway (Highway 26) passes through its center, and many of its residents commute to Fort Worth."

Tarrant County Historic Resources Survey
Historic Preservation Council of Tarrant County, Texas
Copyright, 1990

Community Issues – Today and Tomorrow

The community outreach process included targeted key informant interviews, as well as the types of casual conversations with residents and city staff that revealed the nature of this community and its issues. The following three themes surfaced in every conversation and represent what people felt is already in play or looms large on the horizon, with the potential for substantial impact on the community:

- strong and dynamic sense of community
- preserving small town, country living
- sustainable city and services

The concept of an engaged and active citizenry, whether in community issues and policy, community services, or recreation, education, and business was a critical issue for many. Colleyville was once a place where multiple generations of a family lived in fairly close proximity, nurturing a close-knit community. In the past few decades specifically, a more transient nature of families moving to the community for their current needs is the perception, as opposed to families settling in for the long term. The number of residents whose families have been here for generations is dwindling proportionate to the entire population of the community. There is concern that this might cause Colleyville to go the way of many cities where neighbors do not know each other, people leave early for work elsewhere and come home late, local issues become crises with competing special interests and very little common ground, and the spirit of a community is lost.

Most feel that the children in this community are well served by the library, educational systems, sports organizations, and their families. Even where some individuals may not want to interact with children, or feel that they become a barrier to their preferred use of the library, everyone in this community values children and youth and feel that every investment in preparing them for successful futures is important. However, there is a sense that seniors especially, adults in general, and teens do not have the same opportunities. Recreation, health and wellness, and other issues may not be addressed in the same way other cities in the region are providing for individuals throughout their lives as their needs and interests change.

Colleyville exists in the midst of the 3rd largest airport in the world and a fast growing DFW Metroplex, and preserving the rural character that attracted so many to this community and kept them here is another critical issue for all. Community development in the residential realm has been consistent with maintaining this character, and the recent Village development was focused on creating a recognizable core for a community that is essentially a series of neighborhoods and homes bisected by a retail, business and

professional corridor. The housing in the community has undergone rapid change, as older homes have been replaced by large, luxurious and very expensive homes on generous home sites or estates.

3rd places within the community are desired; these are destinations that are not home or work, but places that are frequented because people want to be there. Reasons include a sense of place and connection to others in the community, socializing, or even being alone amongst others. Colleyville no longer has a general store with rockers on the front porch, but current generations still seek those types of interactions which really do provide the foundation for the small town feel.

And lastly, the City prides itself on being 'lean', and for maintaining – not raising - the level of taxation. However, a well-educated, professional, affluent community has high resident expectations for services. The infrastructure, to include streets and facilities, will need to be well maintained over time to avoid losing initial investments due to deferred maintenance practices. Sustaining the quality of life is the third critical issue, and it encompasses a number of topics of concern. Sustainability can be positively affected through diversity, which provides resilience. Many within the community are involved in aviation and technology, and there is concern regarding how economic cycles that impact those sectors could significantly impact the whole of the community. Diversity in the business presence and retail opportunities, as well as growth, is also a consideration as it can provide revenue streams for support of city services and infrastructure.

All of these themes are interrelated. In every instance, individuals offered thoughts on addressing these issues, and the common premise amongst all was a strategic perspective and focus. Making the right investments in community services, creating and leveraging partnerships, and utilizing intentional economic and community development strategies and related initiatives were mentioned as tools for the community to use. The hope is that this community would ensure that Colleyville would continue to be healthy and prosperous, but not change too much in the equation.

Demographic Data for Colleyville

Relevance of Demographic Data to Library Service Needs

The demographic data paints a picture of the composition of the community, and provides indications as to where the Library may be of service. Services, programs, and collections can be fine-tuned to ensure accessibility to target audiences and areas within the community.

Population Projections

The NCTCOG projects the population in Colleyville to reach **25,304 in 2030**, which represents an almost 30% increase from the year 2000. The City grew very quickly from the 1960s through 1989, as did many of the communities in North East Tarrant County as the Dallas Forth Worth metropolitan area emerged as a significant area within the nation and world. Population growth slowed during the 1990s, exhibiting approximately 55% growth compared to double digits previously. However, the City's General Plan for Growth and Development assumes that 'build-out', or maximum population within the City, will occur at or around 2030 at just over 26,000 people. This is due to the fixed nature of the physical boundaries of the community, as well as the available developable area, and the commitment to community development policies that minimize housing density.

North Central Texas 2030 Demographic Forecast

City of Colleyville

	2000	2005	2010	2015	2020	2025	2030
Population	19,520*	20,397	20,900	21,212	22,198	24,072	25,304
Households	6,406*	6,700	6,866	6,987	7,300	7,927	8,331
Employment	4,965	5,930	6,915	8,000	9,405	10,861	11,032

All projections based on 2000 city boundaries.

*NCTCOG estimate adjusted from 2000 Census count. Does not include group quarters.

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Population and Social Characteristics

The latest demographic data for social characteristics is from the 2000 Census, and a key indicator in this community is the education attainment of its citizenry. In 2000, 56.6 % of those over the age of 25 in Colleyville held a bachelor's degree or higher, as compared to 23.2 % in all of Texas and 24.4 % nationwide. 19.2 % of the almost 60 % of residents with higher education held a graduate or professional degree.

The demographic data allows understanding of the extent of the youth and aging populations within the community. The gender distribution in 2000 was almost 50% male and female, and the age distribution did not follow state or national patterns. In 2000, 68.4 % of the population was 18 years of age and older, with the remaining population of 31.6 % as under 18. This reflects a greater number of youth in the community than all of Texas (28.2 %) and for the U.S. (25.7 %) as a whole. Only 5.6 % of the population was 65 or older, which is less than half the statistic for the U.S. at 12.4 %.

Regarding nativity and place of birth, in 2000 less than 5% of residents were born in a foreign country, and only 8.5 % speak a language other than English at home. While current census data is not available for Colleyville at this time, throughout the outreach process many individuals remarked upon their perception of increasing diversity within the community to include native origin and language.

51.7 % of residents in 2000 had lived in the same house as in 1995, and 47.2 % did not. Of those, 27.5 % moved from within Tarrant County, and 19.7 % from another county or state. Only 1.1 % moved from elsewhere in the world. This represents an almost 50% change in residences within that 5 year period in Colleyville, and most likely contributes to the concerns voiced over the prospect of losing that small town feel – one where everyone knows, and cares for, each other.

7.9% of the population over 5 years of age claim disability status, presenting service needs which the library can address through not only universal design, but also adaptive and assistive technologies.

As Colleyville is less than 60,000 in population, the U.S. Census Bureau does not provide annual Community Survey data. The Bureau plans to make this information available for all communities in 2011. Therefore, this report looks to ESRI, which is a data development company that uses traditional statistical methodology of cluster analysis combined with data mining techniques to provide updated and projected demographics, segmentation of U.S. neighborhoods by characteristics into distinct markets, and the diversity index, that are all now industry benchmarks. This information may not completely align to current statistics used by the City of Colleyville, the North Central Texas Council of Governments (NCTOG), and the State of Texas; however, it provides an interesting profile for this community.

Tapestry Segmentation is ESRI's market segmentation system, which classifies U.S. neighborhoods into 65 segments based on their socioeconomic and demographic composition. Segments are divided into 12 LifeMode Summary Groups that reflect lifestyle/lifestage, and into 11 Urbanization Summary Groups which show levels of affluence and population density. Segmentation systems operate on the theory that "like seeks like" and explain community diversity, describe lifestyles and lifestages, and incorporate a wide range of data such as demographic, business, and market potential data. ESRI provides the following top tapestry segments for the 76034 zip code in Colleyville, Texas. Please note that only the top segments are represented here, and the whole of the City does not align exactly to these descriptions.

Segment 02 Suburban Splendor

These successful suburbanites are the epitome of upward mobility, just a couple of rungs below the top, situated in growing neighborhoods of affluent homes with a median value of $442,916. Most households are composed of two-income, married-couple families with or without children. The population is well educated and well employed, with a median age of 41.5 years. Home improvement and remodeling are a main focus of Suburban Splendor residents. Their homes feature the latest amenities and reflect the latest in home design. Residents travel extensively in the United States and overseas for business and pleasure. Leisure activities include physical fitness, reading, visiting museums, or attending the theater. This market is proactive in tracking investments, financial planning, and holding life insurance policies.

Segment 07 Exurbanites

Open areas with affluence define these neighborhoods. Empty nesters comprise 40 percent of these households; married couples with children occupy 32 percent. Over half of the householders are between the ages of 45 and 64 years. The median age is 44.8 years. Approximately half of those who work hold professional or managerial positions. The median home value is $288,301; the median household income is $88,531. Financial health is a priority for the Exurbanites market; they consult with financial planners and track their investments online. They own a diverse investment portfolio and hold long-term care and substantial life insurance policies. Residents work on their homes, lawns, and gardens. Leisure activities include boating, hiking, kayaking, playing Frisbee, photography, and bird-watching. M any are members of fraternal orders and participate in civic activities.

2008 Summary	ZIP 76034	National
Total Population	22,682	309,299,265
Total Households	7,380	116,384,754
2008 Population by Race		
White Alone	90.8%	72.3%
Black Alone	1.8%	12.6%
American Indian Alone	0.5%	0.9%
Asian or Pacific Islander Alone	4.2%	4.6%
Some Other Race Alone	1.0%	6.7%
Two or More Races	1.8%	2.9%
Hispanic Origin	5.7%	15.4%
2008 Population by Sex		
Male	49.7%	49.1%
Female	50.3%	50.9%
2008 Households by Income		
Median Household Income	$139,933	$54,749
HH Income Under $50K	10.9%	45.5%
HH Income $50K-$100K	21.7%	34.8%
HH Income Over $100K	67.4%	19.6%
2008 Average Home Value	**ZIP 76034**	**National**
	$378,879	$260,559

Elements of the Community to be Served

Community, business, social, civic and religious organizations that would be served by the library were identified and invited to participate in the needs assessment process. Community organizations may seek out the library as a partner in programming, or for access to resources for their beneficiaries. Business owners and entrepreneurs rely on libraries for information and education that furthers their business development and competitive advantage. Educational organizations rely on the library to supplement available materials and resources, and for staff knowledge and expertise.

Essentially, these organizations look to the library to help develop community awareness of the services they provide, as well as a resource for information, meetings and outreach to the community. These community and service organizations definitely need places to meet, and many of the services they provide could be enhanced through collections and programs at the library. Future programs could be collaboratively developed between the library and these organizations that would provide rich experiences to the community. The City has a history of partnering, as does the library. In addition to all the individuals and groups cited in this section, the following organizations all have or could create relationships with the library as each represents unique populations or interests in the community.

Education in Colleyville

The educational system is a primary stakeholder and students are a significant element within the community to be served by the Library. Colleyville public schools are both high performing and well regarded, and this is a major factor for many of the families that have moved into the community. The majority of students in Colleyville attend public schools.

Public Schools Serving Colleyville include a number of school districts:

- Grapevine-Colleyville Independent School District
- Birdville Elementary School District
- Hurst-Euless-Bedford Independent School District
- Keller Independent School District
- Carroll Independent School District

Primary Schools serving Colleyville:

- Bedford Heights Elementary
- Bransford Elementary School-
- Colleyville Elementary School
- Glenhope Elementary School
- Heritage Elementary
- Liberty Elementary
- O. C. Taylor Elementary School

Middle Schools serving Colleyville:

- Colleyville Middle
- Cross Timbers Middle
- Heritage Middle

High Schools serving Colleyville

- Colleyville Heritage High School
- Grapevine High School
- L. D. Bell High School

Private Schools Serving Colleyville include

- Barbara Gordon Montessori School PK-5
- Covenant Christian Academy
- Crown of Life Lutheran School
- Holy Trinity School

Higher Education in the Community

Numerous institutions of higher education exist in the region, although only one, Dallas Baptist University, has a campus in Colleyville proper. However, this is a community very apt to use online and distance education to achieve even higher educational attainment or engage in lifelong pursuits.

Community Organizations

Tax exempt or non profit organizations based in Colleyville as of September, 2008 include:

121 Community Outreach
Afip Inc
Ancient Free & Accepted Masons of Texas
Apostrophe Mission Foundation
Arlington RFC Inc.
Bands Ministries
Barbara Gordon Montessori School
Be Cool Give Back Inc
Beall Foundation
Bear Creek Federation Inc
Bear Valley Community Church
Bikes For Tykes Inc
Blue Shoe Project Inc
Brookview Foundation Inc
Business Owners For Christ Ministries
CHHS Football Club
CHHS Project Graduation Inc
Christian Aids Network
College Kids Who Have Lost a Parent
Colleyville Area Chamber of Commerce
Colleyville Area Chapter National Charity League Inc
Colleyville Baseball Association Inc
Colleyville Chamber Community Foundation
Colleyville Community Center & Library Association Inc
Colleyville Competitive Softball Inc
Colleyville Covenant Christian Academy
Colleyville Football Camps Inc
Colleyville Heritage High School
Colleyville Heritage High School Cheerleader Booster Club
Colleyville Heritage High School Hockey Association
Colleyville Heritage High School Pantera Booster Club
Colleyville Heritage High School Debate Booster Club
Colleyville Heritage Lacrosse Club
Colleyville Historical Preservation Foundation
Colleyville Lions Club Foundation Inc
Colleyville Middle School Athletic Booster Club
Colleyville Middle School Cheerleader Booster Club
Colleyville Pee Wee Football Association Inc
Colleyville Presbyterian Church Inc
Colleyville Public Library Foundation
Colleyville Soccer Association
Colleyville Woman's Club
Congregation Beth Israel Inc
Coptic Orthodox Patriarchate Diocese of Southern United States
Corner Light Foundation Inc
Corrie Ten Boom Fellowship Incorporated
Cross Connections
Crosswinds Community Church Inc.
Crown of Life Lutheran Church & School
Dallas Filipino Lions Club Foundation
Dallas-Fort Worth Dachshund Rescue Foundation
Daniel and Julianna Garrison Foundation Inc
Delta Kappa Gamma Society
Drive With a Heart Foundation
Education Research and Health Inter National Inc
European Initiative
Evangelical Foundation Ministries
Federation of Texas A&M University Mothers Club
First Baptist Church of Colleyville
Frontier Brigade Band
Fwc Foundation
Gage Group Ministries
Generation Education
Global Mission Partners Inc
Globe Outreach Inc
Gomez Family Foundation
Graham and Carolyn Holloway Foundation
Grapevine Colleyville Youth Football Association
Grapevine High School Hockey Association
Grapevine-Colleyville Mustang Athletic Booster Club Inc
Heart of a Champion
Heart to Heart
Heritage Family Church Inc
Hidden Oaks Estates Property Owners Association Inc
Highland Meadows Christian Church
Houston Victorious Living Church
Hubbard Family Foundation Inc
Ice Jets Inc
India For Jesus
Institute on Church Growth Church Planting & Leadership Inc
International Association of Lions Clubs
International Association of Lions Clubs
Iris Village Heritage Foundation
Isis Foundation Incorporated
Kappa Alpha Theta Fraternity
Kappa Kappa Gamma Fraternity Inc
Katartizo Ministries
Keep Colleyville Beautiful Inc
Keith and Sonia Moore Foundation
Kevin Mathis Foundation
Key Club International
L D Bell Baseball Booster Club Inc
Lifes an Attitude Inc
Lifestart Foundation
Loving You Ministries
Lutheran Hymn Festival Inc
Malachi 4 Foundation Inc
McBrown Foundation
Mercy Matters Inc
Messengers Prison Ministry Incorporated
Mid Cities Supporters of Safe Haven of Tarrant County
Mid-Cities Dads Club
Monticello Homeowners Association
Mylon Lefevre Ministries Inc
National Aviation Research Institute
National Charity League Inc DFW Metroport Chapter
National Teen-Ager Scholarship Foundation Inc
New Remnant Ministries
Northeast Texas Chapter American Concrete Institute
Opus Kids-Creative Cinematic Connection Inc
Paws-Pacific Air Weather Squadrons
Pi Beta Phi Fraternity
Pleasant Glade Assembly of God
Pleasant Glade Baptist Church
Pleasant Run Ex Students Association
Prayercare Inc
Pta Texas Congress
R U 4 Children
Real Life Ministries
Real Life Resources
Reames-Woodall Charities Ltd
Rejoice Ministries International
Rem Park H A Inc
Spiritual Assembly of the Bahais of Colleyville
St Mark Coptic Orthodox Church of Dallas
St Philopateers Coptic Orthodox Church of Dallas
Standing Rock Search and Rescue Inc
Strategic Mission Partners
Sunbelt Gymnastics Parents Association
Ted and Laurie Beneski Foundation
Texas Amateur Golfers Against Abuse
Texas American Eagles Soccer Club Inc
Texas Garden Clubs Inc
Texas Home Educators Sports Association Inc
Texas Jr Heat Hockey
Texas Lyme Disease Association
The Friends of The Colleyville Public Library
The Mevatec Foundation
Thomasian 77 Medical Inc
Tiffany Marie Foundation
TLG Ministries Inc
Toastmasters International
Tom and Frances Slone Charitable Foundation
United States Diving Inc
Veterans Flying Museum of Texas Inc
Victory Boxes
Wayne M Waggoner Foundation Inc
Worklife Support Systems Inc International Fellowship of
York Rite Sovereign College of North America

Neighborhoods / Neighborhood Associations

- Arbor Estates HOA
- Ashmore Maintenance Assoc., Inc.
- Ashmore Homeowners Assoc.
- Bridges @ Riverwalk
- Bridlewood Estates HOA
- Brook Meadows HOA
- Brook Meadows Lakefront HOA
- Caldwell's Creek HOA
- Caldwell's Creek
- Chelsea Park HOA
- Clairemont HOA
- Cranbrook HOA
- Cutter Ridge HOA
- Emerald Park HOA
- Fox Meadows Neighborhood
- Heritage Colony HOA
- Heritage Glen HOA
- Hidden Oaks Estates HOA
- Highland Meadows HOA
- Hills of Central Park HOA
- Kingswood Estates HOA
- Lakes of Somerset HOA
- Lakewood Estates HOA
- Laurel Oaks HOA
- Leyton Grove Maintenance Assoc.
- Mill Creek HOA
- Montclair Parc HOA
- Monterra HOA
- Monticello HOA, Inc.
- Monticello HOA
- Oakbrook Hills Maintenance Assoc.
- Oaks & Briarwood HOA
- Pebble Hill Plantation Est. HOA
- Quail Crest HOA
- Reatta Place
- Remington Park HOA
- Riverwalk at Colleyville
- Ross Downs Estates HOA
- Saddlebrook HOA
- Sapphire Enclave HOA
- Shadowood Trail Condo., Pres.
- Shalimar HOA
- Spring Garden Townhome Association
- Stone Crest Estates HOA
- Strathmore HOA
- Summerbrook HOA
- Summertree HOA
- Tara Neighborhood Assoc.
- Thornbury HOA
- Timarron Owners Assoc.
- Vanguard Estates HOA
- Villas at Caldwell's Creek HOA
- Westmont Maintenance Assoc.
- Williamsburg Estates HOA
- Windview HOA
- Woodbriar Estates HOA
- Woodland Heights HOA
- Woodland Hills HOA
- The Woods of Colleyville

Businesses

The Colleyville Area Chamber of Commerce has over 800 members, representing a breadth of community businesses.

Local Government

- City Council
- Capital Improvements Advisory Committee
- Colleyville Crime Control and Prevention District Board
- Colleyville Economic Development Corporation Board
- Celebrate Colleyville Steering Committee
- Colleyville Center Advisory Committee
- Colleyville Charter Review Committee
- Colleyville Trails and Sidewalks Committee
- Economic Development Task Force Minutes
- Ethics Commission
- Historical Preservation Committee
- Impact Fee Advisory Committee
- Library Board
- Park Land Dedication Committee
- Parks and Recreation Advisory Board
- Planning and Zoning Commission
- Senior Center Advisory Committee
- SH26 Advisory Committee
- Sign Board of Appeals
- Street Capital Improvements Committee
- Tax Increment Financing District Board of Directors
- Traffic Safety Advisory Committee

Library Spatial Concepts

snapshot • value • looking to the future • preliminary scenarios

Snapshot of the Current Library

The Colleyville Public Library is located in the City Hall complex at 110 Main St, in Colleyville, Texas.

The Library is open six days per week for a total of 48 hours. Hours of operation are:

Monday and Wednesday..... 10:00 am - 6:00 pm
Tuesday and Thursday..... 10:00 am - 8:00 pm
Friday..... 10:00 am - 5:00 pm
Saturday..... 10:00 am - 3:00 pm
Sunday..... closed

Colleyville residents receive a Picture ID Library Card free of charge when they show proof of residence: a valid Texas driver's license, state identification card, military identification card, current utility bill, current bank statement, or current real estate tax bill. Colleyville Public Library participates in TexShare, allowing patrons holding Colleyville Public Library cards to obtain TexShare cards, providing the ability to borrow from other participating libraries. Lending policies are made by the individual libraries that participate in the TexShare Card program. The Picture ID Colleyville Public Library card provides access to all materials and services in the library. It acts as a Debit, Internet, and library card, and privileges extend for a period of three calendar years from the date of registration and may be renewed.

For non-residents of Colleyville, the City of Colleyville's City Council approved implementation of a $25.00 annual fee for borrowing privileges for non-residents whose home library does not participate in TexShare (www.texshare.edu), or Reciprocal Borrowing and for non-residents not served by a home library. Patrons of the following area Libraries wishing to obtain borrower privileges at the Colleyville Public Library are currently subject to the non-resident fee:

- Grapevine
- Keller
- Richland Hills
- Trophy Club
- Watauga
- Westlake

Residents of cities outside of Colleyville may register their home library cards in the Colleyville system allowing them access to Colleyville Public Library resources only. Residents of unincorporated areas or cities that do not have libraries may apply for a non-resident card and upon payment of the non-resident fee will have access to Colleyville Public Library resources only. Non-resident borrowing privileges extend for one calendar year from the date of registration and may be renewed.

Patrons are responsible for all materials borrowed on the card until they have notified the Circulation Department. If a card is lost, the patron will be required to re-register and pay a replacement fee.

The following pages highlight a series of fast facts about the library's current outcomes and inputs.

Fast Facts: Outcomes

Outcomes	FY 2006/2007
Resident Population	**22,150**
Registered Borrowers	**11,211**
Active Borrowers	**2,570**
Collection Size (all holdings)	**46,311**
Items per Capita	2.09
Items checked out	**197,712**
Juvenile items checked out	90,683
Adult / Teen items checked out	79,925
Items checked out per capita	8.93
% Self Checkouts	33.3 %
% Drive Thru	2.0 %
Lost and Paid Materials	$ 2,013
Overdue Fines	$ 24,259
Electronic Resource Usage	
Number of Computers	16
Number of User Sessions	40,103
Copy and Pay for Print Usage	$ 975
Website (Page hits)	21,927
Total Reference Questions	**41,197**
Total Programs Provided	**339**
Total Attendance	12,187
Interlibrary Loan	**967**
mostly borrowed from other libraries	
Visits	
People entering the Library	101,423
Resident visits per year	4.58
Study Room Usage (hours)	2,650
Hours of operation (per week)	48

Fast Facts: Inputs

Inputs	FY 2006/2007
Library Materials	**44,241**
Books and Serial Volumes (print)	36,627
Audio and Video	7,501
Periodical Subscriptions	141
Electronic Resources	89
Total Licensed Databases	63
Staffing	**7.5 FTEs**
Director	1.0
Librarians	3.5
Technical Assistant	1.0
Part Time Library Assistant	1.0
Part Time Circ / Tech Clerks	1.0
Total Staff Members	**10**
Volunteer Hours	3,875
Total Expenditures	**$ 750,938**
Materials	$ 124,993
Print Materials	$ 44,472
Electronic Materials	$ 51,717
Other Materials	$ 28,804
Staffing	$ 442,124
North Regional Texas Library System Benefits	**$**
Lone Star Grant Award	$ 4,110
Facility Square Footage	**~ 24,000 s.f.**

2006/2007 Collection Analysis

Materials	% of Total Circulation	% of Materials Budget
Children's Print	38 %	32 %
Children's Media	15 %	13 %
Adults / Teen Print	21 %	34 %
Adult Media	25 %	21 %

Loan Periods / Fines and Fees

Materials may be checked out for three weeks (21 days) and renewed twice (2 tiimes) if there are no holds for other patrons. Most items may be renewed in person, by calling the circulation department, or on-line with the patron's library card number and (PIN). Please note the following exceptions for loan periods:

Magazines: .....Seven (7) Days
Adult DVDs: .....Seven (7) Days
Children's DVDs: .....Seven (7) Days
Music CDs: .....Seven (7) Days
Holiday Books: .....Seven (7) Days

Materials Limitations

Please note that there is a total of 40 items checked out per card. Within each materials category there are the following limits:

Fiction Books, Non-Fiction Books, Books on CD, and Magazines:
.....No Limit (until max of 40 reached)

Music CDs, Adult Feature Length DVDs, Juvenile DVDs, Non-Fiction DVDs, Juvenile Books with CDs
..... Limit of 10 per type

Holiday Books - Varies by Holiday

Fines And Fees

All items carry a .25 per day overdue fee, except Feature Length DVDs that carry a $1.00 per day overdue fee. If a patron accrues $5.00 in fines, a restriction on borrowing privileges will be enforced. Fines will continue to accrue until the items are returned, renewed, or items are deemed lost and the charges paid. Miscellaneous, damaged, and lost charges may vary.

The following **Programs** are currently offered at the library:

Bounce Time for ages 3 and under only and their care givers is held Fridays. This unstructured library time features a play area, activities, and music for little ones. Please note care giver participation is required.

Books and Babies story time for ages 3 months old- Pre-walker | lasts approximately 30 minutes and includes finger plays, rhymes, songs and a playtime.

Ones and Twos Story Time for one and two year olds | lasts approximately 20 minutes and includes finger plays, rhymes, songs and activities.

Tots and Tales Story Time for two to three year olds | lasts approximately 30 minutes and includes, finger plays, rhymes, songs, activities and a color page.

Preschool Story Time for three to five year olds | lasts 45 minutes to 1 hour and includes songs, activities, a craft, and a short video.

Snacks and Stories: A story time for school-aged children (Grades K-3) | at the library after school for snacks, stories and crafts.

An after school Chess Club activity is held one day per week in the Fall and Spring for participants between the ages of 8-15. Sessions last for 1 hour and introduce participants to the ancient game of Chess.

Each year the Library offers a Summer Reading Program for residents of Colleyville. The program starts in June and ends in July with a finale party. Each week during the summer the library sponsors activities, performers, story time and movie days.

For scout troops, home school groups or school class, a tour of the library is available by contacting the Youth Services Department.

The second Saturday of each month at 1:00 p.m. Family Activities are held for fun and free family time.

YA – VolunTEENS is available for those between the ages of 13-19 interested in doing volunteer work for the library or that need volunteer hours for school.

Books 'n' Brunch Book Club is a monthly book club for adults. The library provides light brunch items for the discussion.

UFOs @ the Library: Status Thimbles Needlework Group allowed quilters, knitters, cross-stitchers, etc. to bring the UFOs (unfinished objects) to work on at the library while needlework books in the library's collection are showcased. In 2007, the Status Thimbles group worked on an "American Authors" quilt together, which was auctioned off by the Friends of the Library

The Colleyville Public Library offers a number of **Databases** for use by registered borrowers via the library's catalog website. Borrowers enter their library card number and personal identification number (PIN) to gain access to these databases through this site. The general public (those without library cards) may access the CPL databases from the public internet computers in the library. The databases contain full-text information from books, journals, magazines, and newspapers, and include the following (provided through Texshare and the Texas State Library):

Academic Search Complete | is the world's most valuable and comprehensive scholarly, multi-disciplinary full-text database, with more than 5,300 full-text periodicals, including 4,400 peer-reviewed journals.

Business Source® Complete | is the world's definitive scholarly business database, providing the leading collection of bibliographic and full text content.

Consumer Health Complete SP | is the single most comprehensive resource for consumer-oriented health content, designed to support patients' information needs and foster an overall understanding of health-related topics.

EBSCO Kids | is a search interface with a child-friendly, graphically-rich design that automatically searches across all applicable EBSCO databases simultaneously.

EBSCO Student Research Center | is a search interface designed specifically for secondary school students according to their needs and search abilities. Users can easily pre-determine which content sources (e.g., Magazines, Newspapers, Biographies, Country Reports, Film & Video) will be included with their search or search databases through topic headings.

EBSCOhost en español SP | Base de datos sobre muchos temas - incluye texto completo. Los articulos están traducidos por un programa de la computadora del inglés.

ELibrary Curriculum | is the ultimate easy-to-use curriculum and reference resource which delivers one of the largest general reference collections of periodical and digital media content designed specifically for libraries of all kinds, as well as two distinct subject-based collections: ProQuest® Learning: Literature and History Study Center™.

Handbook of Texas | provided by the Texas State Historical Association, is a multidisciplinary encyclopedia of Texas history, geography, and culture.

Health and Wellness Resource Center with Alternative Health | provides a one stop, full-service resource for consumers and health care professionals covering topics both in traditional medicine and alternative and complimentary therapies. I

Health Source - Consumer Edition | database is the richest collection of consumer health information available to libraries worldwide. This resource provides access to more than 130 full text, consumer health magazines, including American Fitness, Better Nutrition, Harvard Health Letter, HealthFacts, Men's Health, Muscle & Fitness, Prevention, Vegetarian Times, and many others, as well as searchable full text for current, health-related pamphlets and 130 health reference books.

Health Source - Academic Edition | provides nearly 550 scholarly full text journals focusing on many medical disciplines. Coverage of nursing and allied health is particularly strong, including full text from Creative Nursing, Issues in Comprehensive Pediatric Nursing, Issues in Mental Health Nursing, Journal of Advanced Nursing, Journal of Child & Adolescent Psychiatric Nursing, Journal of Clinical Nursing, Journal of Community Health Nursing, Journal of Nursing Management, Nursing Ethics, Nursing Forum, Nursing Inquiry, and many more.

HeritageQuest Online | provides a unique and continuously expanding collection of research materials to help patrons trace their family lineage and American culture. Beginning with more than 25,000 family and local histories, HeritageQuest Online is growing to include the complete U.S. Federal Census from 1790-1930, the Periodical Source Index (PERSI), the Revolutionary War Pension Applications & Bounty Land Warrant Applications, and the Freedman's Bank Records.

InfoTrac Custom Newspapers | search more than 650 full-text, regional and national newspapers, more than 60 international newspapers, hundreds of college campus newspapers and major news and business stories from over 165 McClatchy-Tribune wire services.
Literature Resource Center | complete journal list | The most comprehensive and current online database on authors and their works, the Literature Resource Center provides full-text literature criticism, biographies, bibliographies, and work overviews covering authors from every genre, time period and discipline.

MasterFILE Premier | designed specifically for public libraries, contains full text for nearly 1,730 periodicals covering general reference, business, health, education, general science, multicultural issues and much more.

Natural & Alternative Treatments | is a complementary and alternative medicine database designed specifically for the consumer health researcher. Updated weekly, this database provides current information that will satisfy an ever-growing demand for accurate, unbiased information on natural health.

NetLibrary E-books | more than 27,000 eBooks are available for browsing, searching, and virtual check-out, this collection includes titles from the world's leading business, technology, trade, reference, academic, and scholarly publishers.

Regional Business News | Libraries that use Business Source Complete also receive access to Regional Business News™. Regional Business News provides full text for more than 50 regional business publications (including titles from Crain Communications).

Religion and Philosophy Collection | database is a comprehensive database covering topics such as world religions, major denominations, biblical studies, religious history, epistemology, political philosophy, philosophy of language, moral philosophy and the history of philosophy.

Searchasaurus | three popular elementary and middle school databases (Primary Search®, Middle Search® Plus and Book Collection: Nonfiction™) can be accessed via Searchasaurus®, EBSCO Publishing's user search experience for users in elementary or middle schools.

Texas Digital Sanborn Maps (1867-1970) | provide digital access to more than 660,000 large-scale maps of over 12,000 American towns and cities.

Texas Reference Center | is a Texas specific product designed specifically for school and public libraries. The database is comprised of periodicals, reference books, reports, and other content relevant to the state.

20th Century Poetry Collections | offers online access to the poetry of some of the greatest writers of the twentieth century. It incorporates the works of 285 of the most widely studied poets of the British Isles and beyond, including over forty distinguished authors from The Faber Poetry Library.

WorldCat (the OCLC online union catalog) | is the world's most comprehensive bibliography, with more than 86 million bibliographic records and nearly 1.2 billion holdings representing the collections of more than 10,000 libraries, over 400 languages, and all types of materials ranging from stone tablets to electronic books.

In addition to the Texshare Databases, the Colleyville Public Library **also offers** access to the following:

America the Beautiful | provides history about states, as well as current event topics for elementary and middle school aged children.

Auto Repair Reference Center | provides repair instructions and schematics for most automobiles from 1970 to 2002. Certain models and makes are also available back to 1954.

Grolier Online | is an educational portal providing access to information from many reliable sources, targeted at Middle and High School students.
Helps teachers and students find accurate, up-to-date, and reliable answers. Features articles, maps, pictures, sounds, and video delivered over the web.

Job and Career Success Skills | Helpful tips for creating a cover letter, resume, finding the right job, and interview tips.

Lands & Peoples | is an educational encyclopedia providing information about countries, cultures, and current events. Each article describes a country's people, land, economy, history, and government.

Learn-A-Test | provides online practice tests and tutorials designed to help students and adult learners succeed on academic or licensing tests.

Learn-A-Test | Provides online practice tests and tutorials designed to help students and adult learners succeed on academic or licensing tests.

Live Homework Help | Get interactive homework help from real tutors online!!!

Novelist | provides information on books, authors, and book reviews, containing material for all ages, from toddlers to adults.

Opposing Viewpoints | enables users to find information on social issues, and contains viewpoints, articles, topic overviews, statistics, links to websites, and full-text magazine and newspaper articles.

Reference USA | contains information about public and private American companies. Data can be sorted by geography, business size, and type of business.

TAKS Preparation Program | offers study aids and practice exams for the Texas Assessment of Knowledge and Skills (TAKS) exams taken by students' grades 3-11.

Value Line Research Center | includes access to Value Line's leading publications covering stocks, mutual funds, options and convertible securities, exchange traded funds (ETFs), and special situation stocks. The Research Center also has buildable HTML reports, Stock and Mutual Fund screening tools, daily Supplement updates, weekly rank changes, and the ability to export data. Access through in library use only.

World Book Online | For login Username: colleyvilletx Password: public

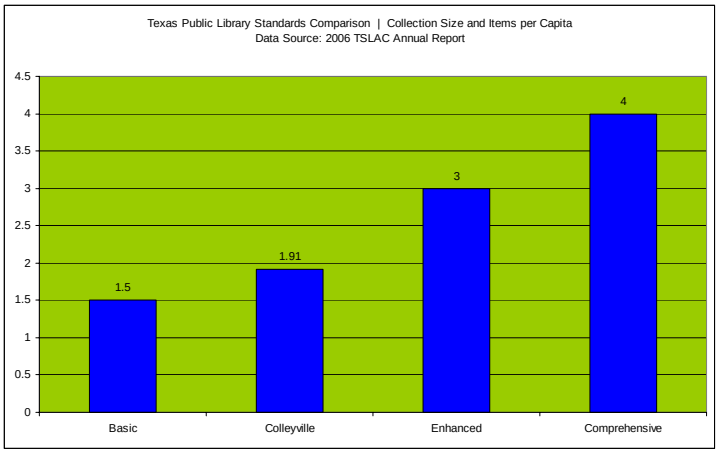
Writing Skills Improvement | Practice tests or courses for improvement of writing skills.

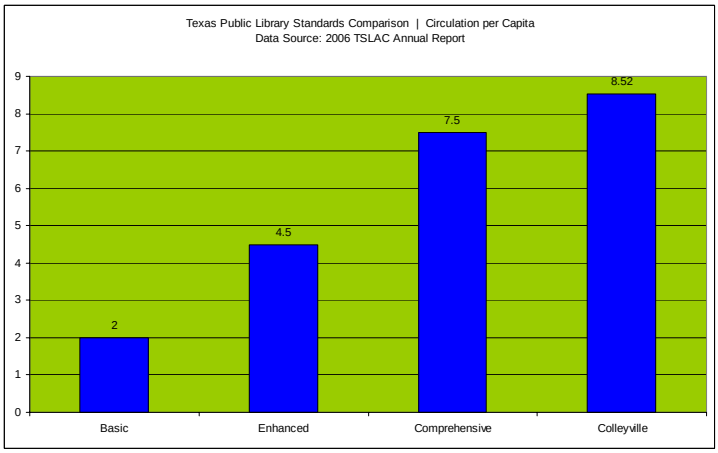
Benchmarking the Library

The Colleyville Public Library is a member of the Texas Library System, and currently meets the standards for system accreditation and membership. The Texas State Library provides an annual Texas Public Library Standards Comparison, based upon the Standards for Texas Public Libraries. The data for FY 2006/2007 is included here for benchmarking purposes.

Collection Size and Items per Capita

To achieve a Comprehensive rating for a population of its size, Colleyville would need to have 4.00 items for every person in its service area. This is strictly a quantitative measure that does not take into account the age or quality of the collection.



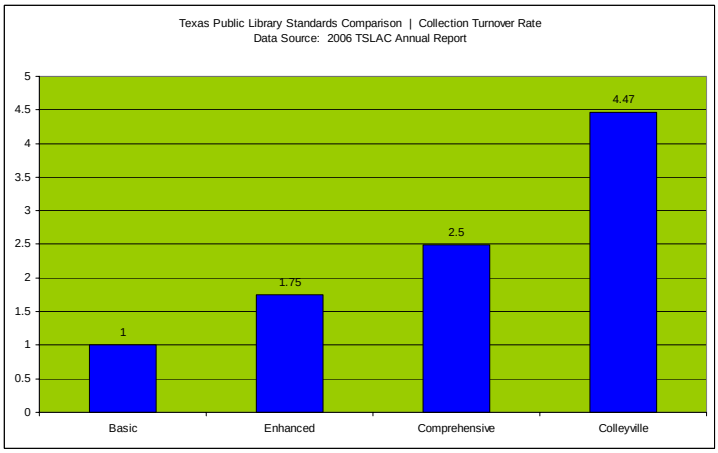


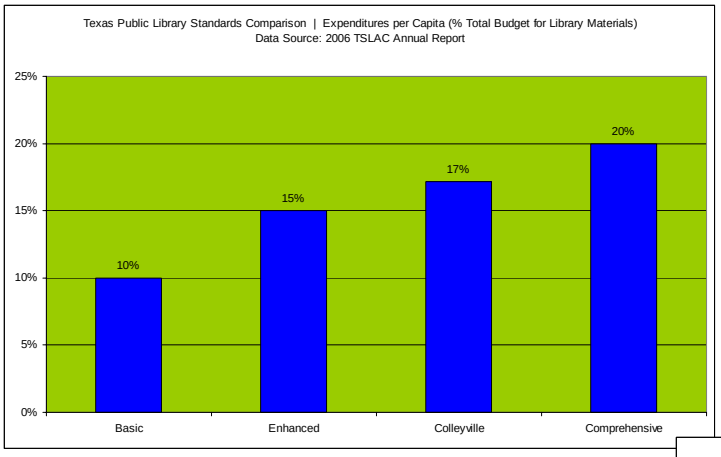
Circulation Per Capita

This measure is another indicator of the usability of a library's collection. The annual circulation (materials checked out of the library) is divided by the population in the same year to determine circulation. This chart represents a 10 % increase in circulation over the previous year.

Turnover Rate

This measurement is usually an indication of how well a library's collections circulates. A high circulation (or turnover rate) indicates that a library is buying materials that the public wants to use. A rating of less than 1 indicates a need to examine whether the collection meets the community needs and desire for materials. The turnover rate is calculated by dividing the circulation (197,712) by the number of items in the collection (44,229).



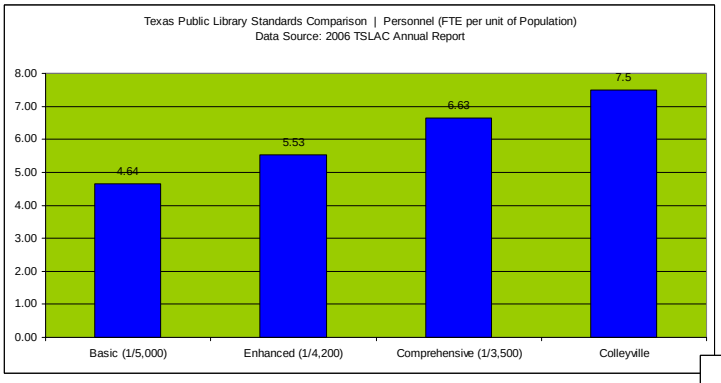


Expenditures per Capita

This financial measure is used by public libraries as a way to compare expenditure levels between libraries. The figure is derived by dividing the total library budget by the population served.

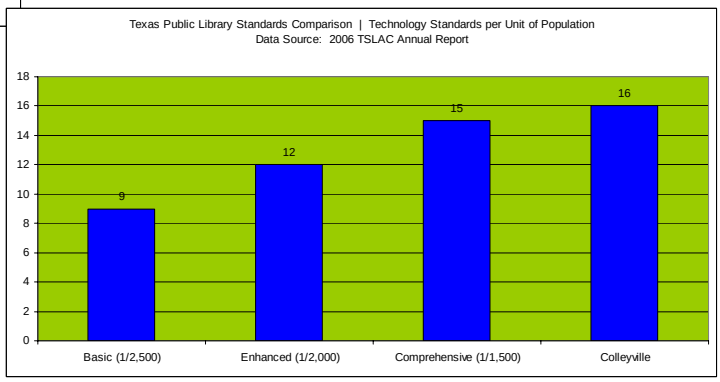
Number of Hours Open per Week

Hours open to the public is another key measure of service. The Colleyville Library exceeds only the Basic standard for hours open per week in its population category.



Personnel

This meaningful measure of staff incorporates both population served and total staff resulting in population served per full-time equivalent (FTE) staff.



Technology Standards

Standards are suggested for numbers of computers available for patron use based on population. category and total number.

Hennen's American Public Library Ratings rates over 9,000 public libraries in the United States, relying on the latest data from the Federal State Cooperative Service (FSCS). Libraries are rated, scored and ranked on 15 input and output measures which include:

Measurement Category	HALPR Weight
Expend. per capita	3
Percent Budget to materials	2
Materials Expend. Per capita	2
FTE staff per 1,000 popul	2
Periodicals per 1000 residents	1
Volumes per Capita	1
Cost per circulation (low to high)	3
Visits per capita	3
Collection turnover	2
Circulation per FTE Staff Hour	2
Circulation per Capita	2
Reference per capita	2
Circulation per hour	2
Visits per hour	1
Circulation per visit	1

Hennen's states "The HAPLR Index includes 15 factors. The focus is on circulation, staffing, materials, reference service, and funding levels. The Index does not include data on audio and video collections, or interlibrary loan, among other items that could have been calculated from the FSCS data. Perhaps most prominently absent from the data are any measures of electronic use or Internet service. While such measures would have been desirable, the FSCS data simply are simply not sufficient for such comparisons at this time. Internet, electronic services and audiovisual services are excluded because there is simply not enough data reported by enough libraries to make comparisons meaningful. What remains are fairly traditional data for print services, book checkouts, reference service, funding and staffing. It is likely that in the future, additional measures can be added to the FSCS data to begin to evaluate such other library services as Internet use, electronic services, and non-print services. The FSCS data have only been collected on a consistent national basis since 1981. Since then the data have been refined to be more consistent and to include more information. That trend is likely to accelerate, making the additional comparisons possible soon."

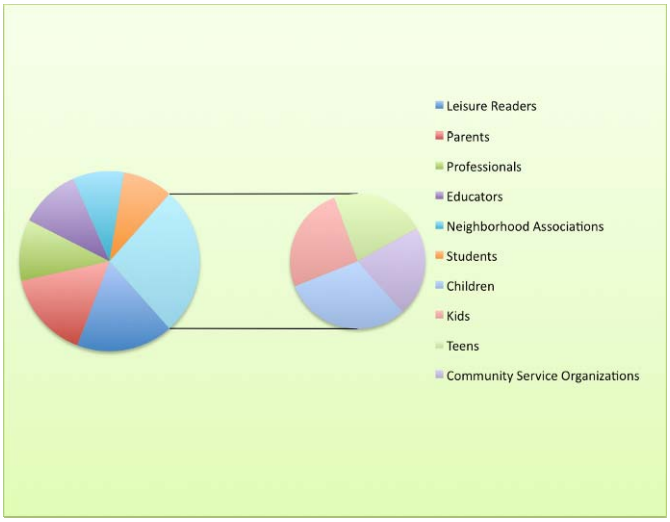
The latest (2005) public library statistics were obtained from the National Center for Educational Statistics and published by HAPLR's on October 7, 2008. Ratings for cities regularly surveyed by the City of Colleyville in benchmarking services and operations are included in the following table:

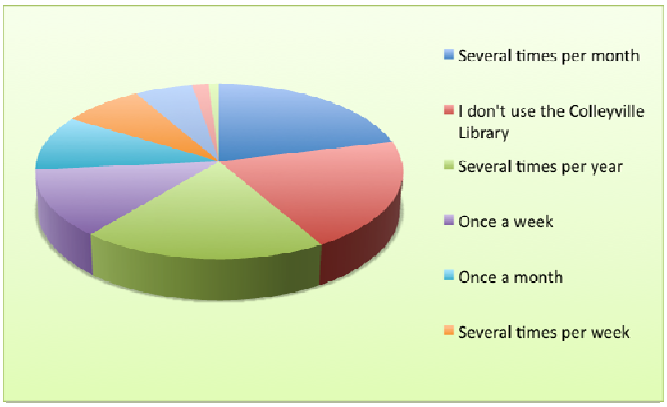
Library Name	Population Category	Sum of HAPLR SCORE	Sum of HAPLR PERCENTILE
GRAPEVINE PUBLIC LIBRARY	25 K	740	89%
HURST PUBLIC LIBRARY	25 K	710	85%
NORTH RICHLAND HILLS PUBLIC LIBRARY	50 K	728	85%
KELLER PUBLIC LIBRARY	25 K	701	82%
EULESS PUBLIC LIBRARY	50 K	666	77%
SOUTHLAKE PUBLIC LIBRARY	10 K	615	69%
COLLEYVILLE PUBLIC LIBRARY	10 K	600	66%
BEDFORD PUBLIC LIBRARY	25 K	518	52%

Value of the Library in the Community

It is important to understand what is working well, and appreciated within the community, when contemplating change to ensure that nothing valued is lost in the migration to the next generation Library. Through the outreach process, the Library conversed and communicated with a broad representation of the community, to include both library users and those that do not. Please note that all responses, including the full text of all comments, are provided in the Appendix.

The survey's first question asked "What groups do you belong to? (Check as many as apply)". The resultant list has been sorted by percentage of responses, from highest to lowest, and represents a broad reach into the community. The chart to the right depicts the 'top ten' groups.

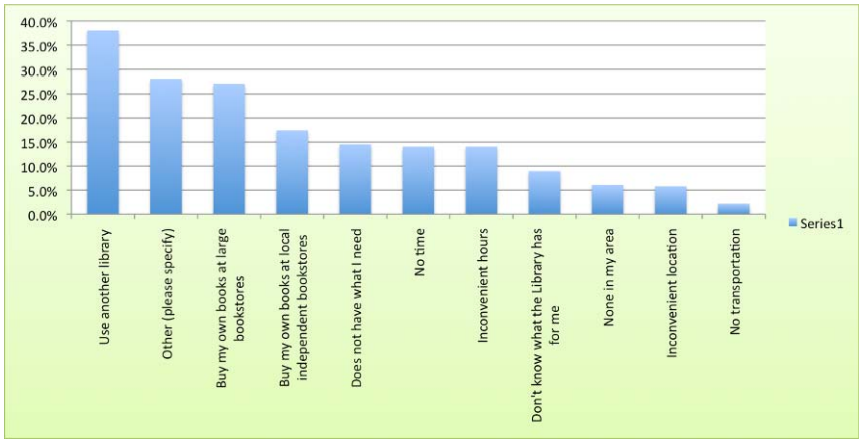




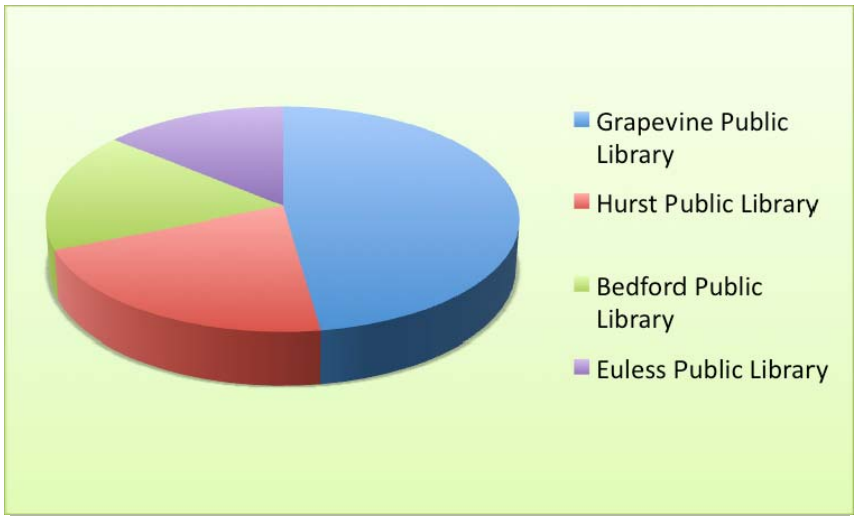
When asked how often they use the library, 32.5 % responded that they use the library one or more times a month and 1%, or 10 people, are there daily. The smallest three slices of the pie respectively represent:

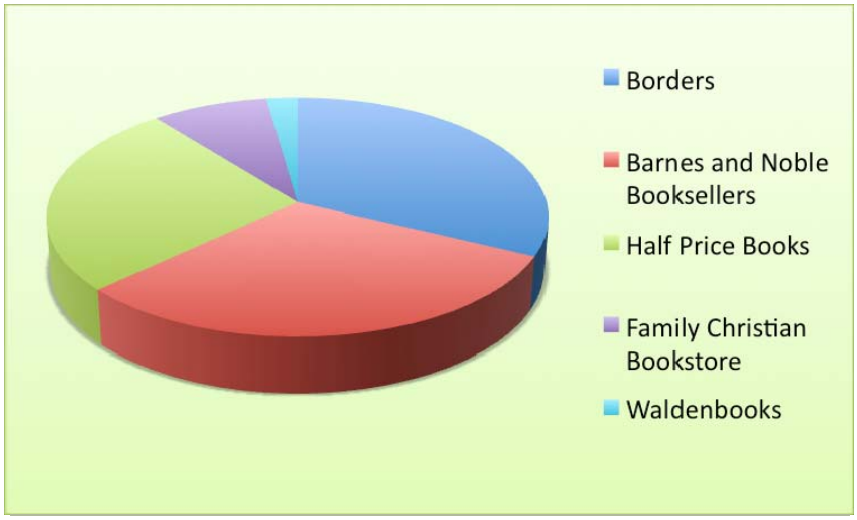
- Once a year
- Didn't know Colleyville had a library
- Daily

Those that do not use the library shared why. ..



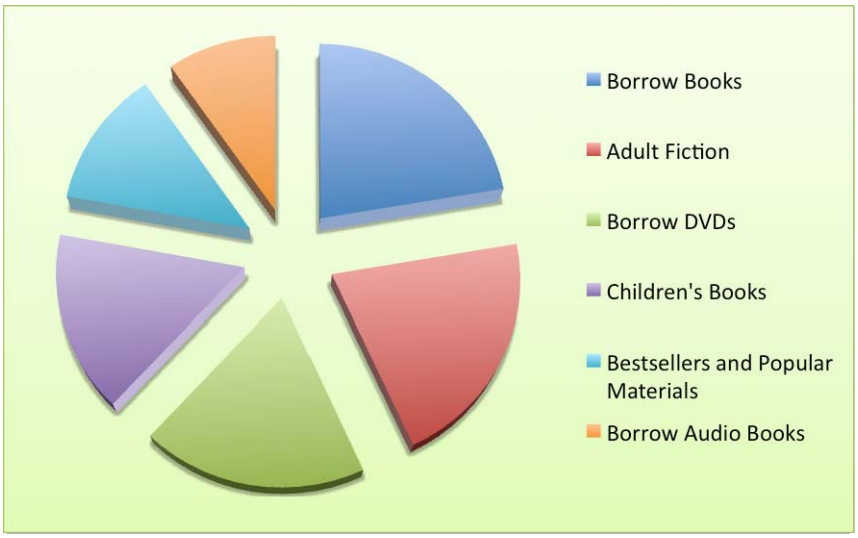
Other libraries used in the area…

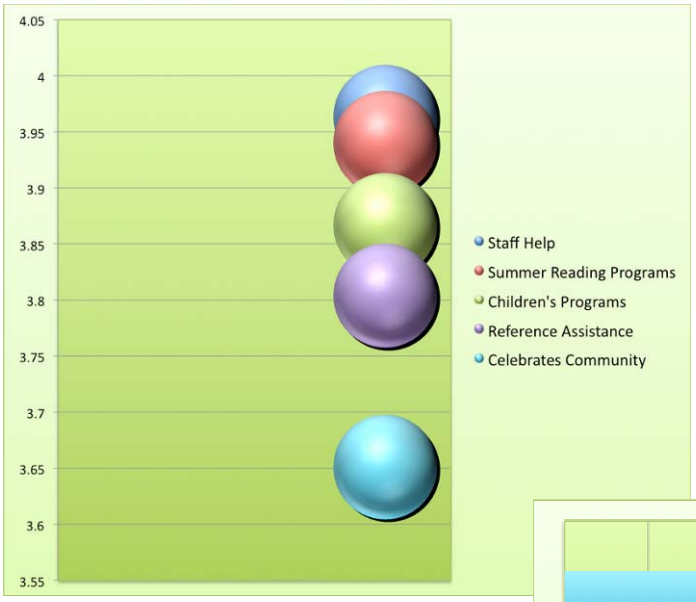




and the bookstores…

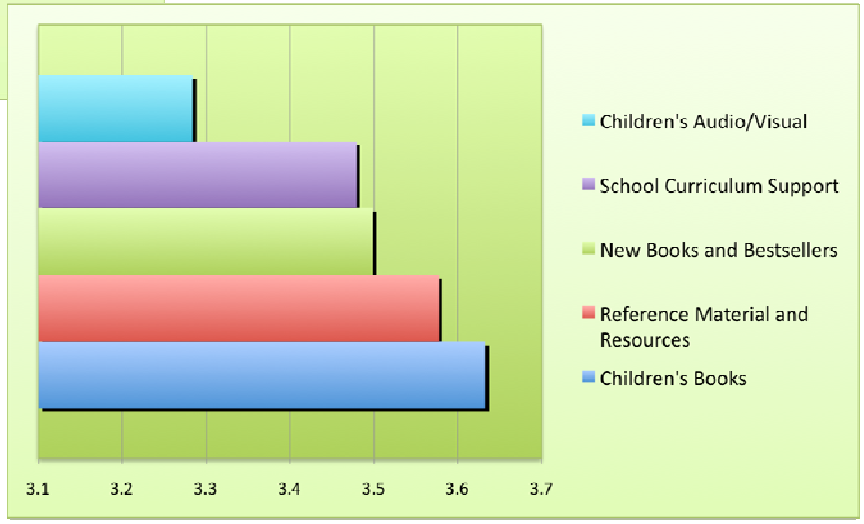
The top six reasons for using the library…

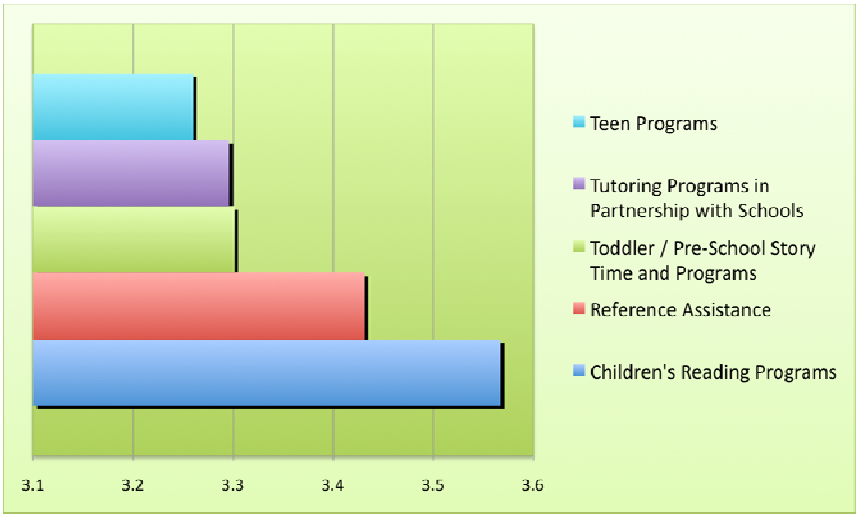




and the things most highly rated...

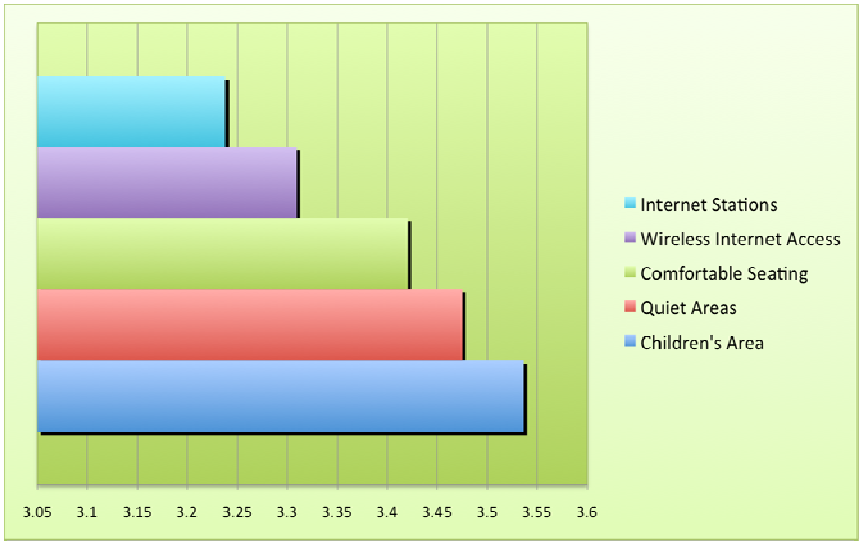
The most important materials to have in the library...(with apologies to those that expected to be able to choose Adult Fiction, which somehow was not on the list)

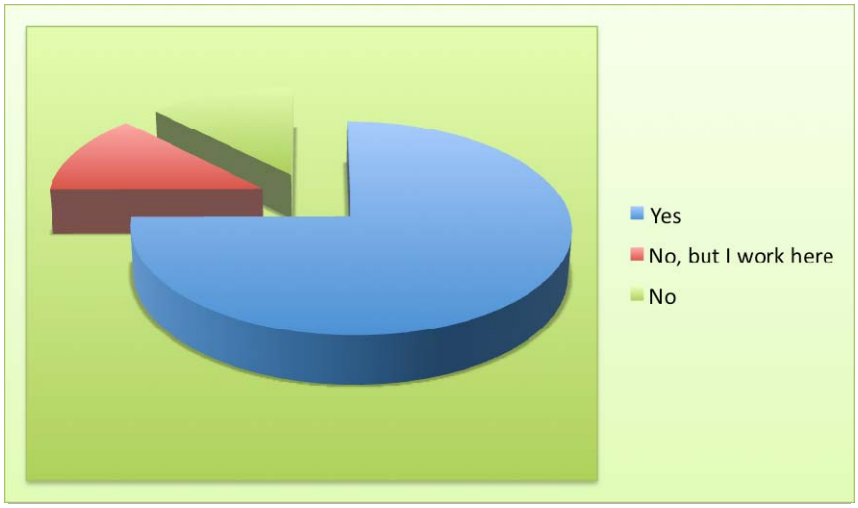




and the most important services...

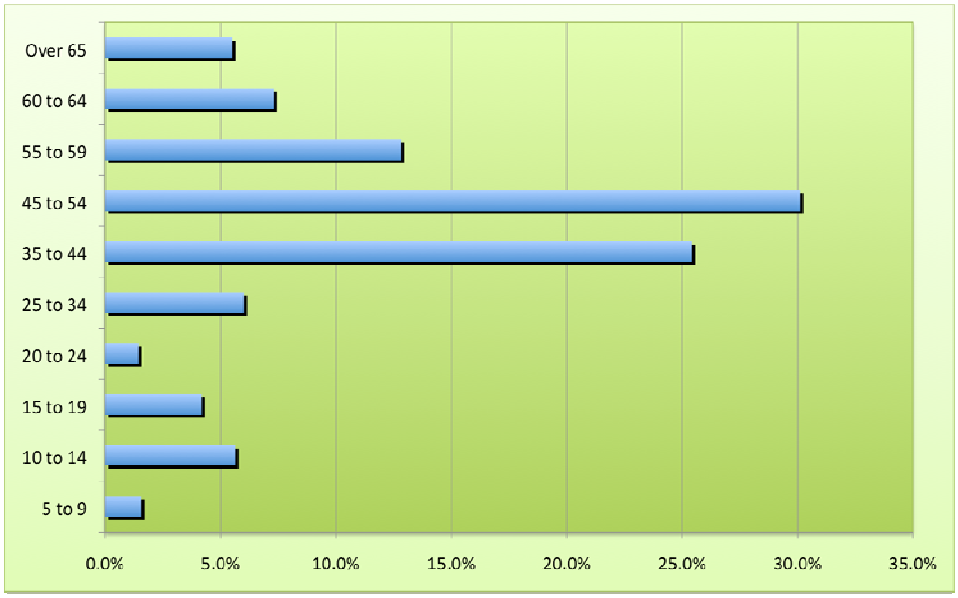
Last, the most important qualities...

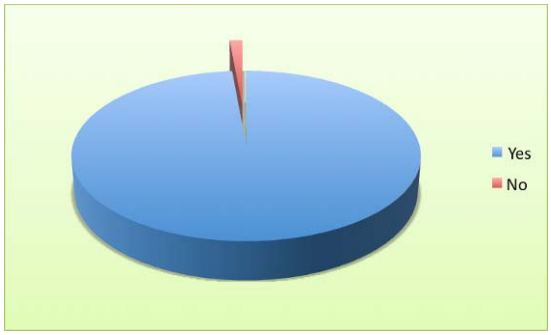




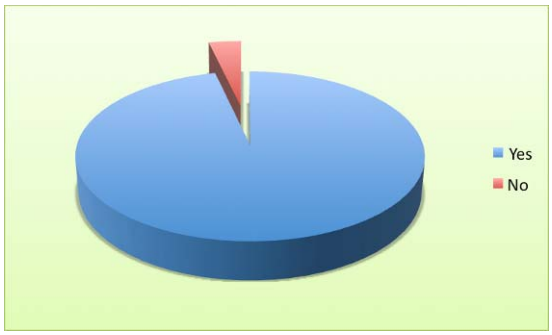
Almost 75 % of survey respondents live in Colleyville, and another 12.6 % work in the City.

The age distribution of the respondents shows a wide reach and breadth of perspectives from people in different life stages.





High levels of access to computers at home or work (for personal use) exist in the community, but any red in this chart represents potential disenfranchisement from how deeply technology is embedded in culture today.



And most, but certainly not all, have access to broadband (high speed) internet access at home or work

Prior to the Library opening its doors, the community of Colleyville felt that it lacked something vital to truly being whole – and that was a library. Library activists organized and struggled through years of attempting to define what that library should be, and how to achieve it. Since the date the doors opened, the Library has experienced exponential growth in all areas of performance measurement critical in the library world: circulation (checking out materials), program and activity attendance, number of visits, etc. In submitting the last annual statistical report required by the Texas State Library, the Director was contacted by the state as they were concerned that there might be anomalies in the data – the State Library could not believe the difference in Colleyville's stats (much higher) compared to similar size and types of communities across Texas. The Director assured them that the data was correct, and that it represented how well loved and well used this library is the in the community.

The hallmark of the Colleyville Library is the depth, breadth and absolute quality of the children's services, especially the programming. One of the focus group members brought all her children multiple times each week – the library was a destination and these children 'gobbled up' the books and media available. Homeschoolers especially appreciate the access to resources, and opportunities for socialization for their children. Parents are able to connect with each other, commiserate over challenges, and share lessons learned for meeting and overcoming them.

Colleyville wants to maintain its small town, rural character, and a characteristic of that is everyone knowing each other. When people frequent the library as often as many do in Colleyville, they come to know the staff, and vice versa. Staff is very much appreciated for their very personal service, as well as their willingness to go to extremes to help people with whatever is presented as a need. Praise for the staff was evident in outreach comments, whether the respondent knew the staff or not. They just appreciated, and mentioned multiple instances, where their expectations were exceed by staff and obviously went away with a wonderful experience and sense of gratefulness.

Many voices heard in the outreach process gave a simple reason for why the valued and used the library – because they love to read. And because they want to foster that love of reading, which many credit to their parents and educators, in their own families. A library with something to offer children of different ages becomes a special destination for each, which is very different than dragging the whole family to different destinations to please different children individually (and equally).

Even for those that have access to technology and high speed internet at home or work, the Library has been a fail-safe when a computer crashes, or something beyond their current technological competencies

challenges them. Computers, printers and copiers are available, as are friendly and knowledgeable staff to help them through what is to some an increasingly difficult world to navigate online.

Different formats (books, audiobooks, dvds, ebooks, etc.) are appealing to the community. Commuters appreciate books on cd to enrich their drive to and from work, and all on the road probably appreciate that these lovers of literature are not reading a book while driving. Parents love the multiple formats of the same material for kids – it keeps their children engaged, addresses different learning styles, and even different moods on different days.

For those that do not use the library, there is consensus that a library is critical to the health, well being and success of a community and its residents. The library as an equalizer in the great equations of individual self achievement and attainment was shared numerous times, and represents the sense that a strong library makes a strong community. Many community leaders shared stories of ascending beyond the lot life handed them to achieving success due to the library and its resources they found in their youth. And these leaders are proud that Colleyville now has this asset to make their community whole.

With regard to the small town sense of community, one respondent said that the library is "a community center for families and residents to gather...the city's attic...we need to acknowledge and embrace our humanity while providing quality information" as counterpoint to what was perceived as the coming 'high-tech' library. Another quote – "libraries are an incredible gift".

Looking to the Future

Opportunities for Enhancement and Improvement

The Library is universally loved, except when it is not. From the outreach, much has been learned about how users, as well as non-users, believe the Library could improve its services and become more relevant to broader segments of the community. After the opening, the community reveled in having a library. Five years later, they would like the **Library to be more than it is** and serve more of the diverse needs in the community. As evidenced in the previous section, children's materials, activities, and programs are highly valued by the community, but many wish that the same perceived depth of collection and rich programming could be offered for teens, adults, seniors and special interests.

"more than just for kids..."

This Library, from its beginning, has entrenched itself in the community as a resource for families and especially children – something well received and highly valued by residents – especially in this well educated and professional community that strives to provide every opportunity for its youth to be successful. And the community widely believes that Colleyville trumps all others in this realm. However, many people have expressed a desire for the library to be more than 'just for kids'. Circulation statistics reflect that adults are not checking out as many materials as children do and the number of programs for teens and adults are few in comparison to the hundreds offered for children. To some degree, the library is at the mercy of its success with children's services – it does not currently have the wherewithal due to space and budget constraints to provide the same level of service or quality of experience to other target audiences in the community.

A real indicator of the library's reach into the community is the number of cards issues by the library. An even better indicator is the activity by those borrowers. An excerpt from the FY 06/07 Fast Facts table in the previous section represents an interesting indicator of the relevance of the library within the community:

Resident Population	**22,150**
Registered (Resident) Borrowers	**11,211**
Active (Resident) Borrowers	**2,283**

This is not a statistical analysis, as the many families obtain cards for each person but only use one regularly to check out all materials for the family. However, other parents encourage or insist on their children learning responsibility through using their cards. One assumption that corroborates the opinions and comments in the outreach process is that many people in the community are excited about the library, get a card, and then find that the resources or spaces in the library do not really meet their needs or expectations. They then don't use the library regularly. From the circulation of children's materials, one might also assume that those that are not using the library as much are teens and adults. This expansion is an excellent opportunity to enhance the experience for all audiences of the library, and to provide a place that they all feel comfortable, welcome, and at home.

Interestingly, the activity of those borrowers within Colleyville that use the library far surpasses state standards and other, similar communities' total usage of the library. As a whole, the relatively few who find relevance in the Colleyville Public Library represent the same or more amount of activity as multiple their numbers in other cites.

Those that do not have children in their homes, and even those that do, seek a grown up experience in the library…one that allows adults to interact, or just find a quiet place to read in peace. The lack of this type of environment has become a barrier to their use of the library – and if they use the library it is to check out materials and go elsewhere to find the experience they desire. Many of the respondents dream of a library that is a quiet refuge in a hectic world, and seek a haven with comfortable chairs, a cup of coffee and a snack, and to be able to talk to other lovers of reading to find the next good book. A number of individuals feel that the staff are 'loud' as well. It may be that staff whose desks are located mere feet from each other believe they are using conversational tones, but because all activity on the first floor is happening in a very small area perceptions are different and conflicts arise – especially for those that seek the quiet library they remember from their youth. The expansion can certainly help to provide more discrete spaces and zoning of activities to address this issue.

A number of respondents in the survey indicated they did not use the library and did not need one as they had access to Internet or bought their own books. These same respondents rated programs as high value activities, and questioned how to get involved, or asked within the survey if other types of activities like book groups, etc., were available at the library. These individuals may feel that the traditional or even current brand of a library as a place for books and computers is not a place they need in their lives. They were, however, seeking a place to interact with others and potentially even learn something new.

Wifi is available in the library, but many are not aware as this was a huge issue in the outreach process. In a community with so much personal access to technology, this library may need to be less about 'more' computers and more about a breadth in materials and programs as people can bring their own technology to the library.

Where libraries have professional, paraprofessional and clerical staff as do other organizations, customers of the library are not familiar with skill sets, knowledge and levels of education and training. Nor do they seem to want to be. They feel that waiting for a certain staff member to help them, especially when there is a line and other staff seem to be free, is very frustrating. "I think all staff should be able to help in all areas" is a common theme. Integration of new and innovative customer service models, an initiative already underway at the library, should support staff being able to provide broader levels of service – especially for those requests that customers perceive that anyone should be able to answer. Additionally, staff can work to provide clear communication to customers when the special nature of their needs might require an individual uniquely qualified to help them.

Many respondents called for more materials, in every format imaginable. Shelving is at its capacity, and still people are not finding what they would like – or have 'read the library' and are anxiously waiting for a broader selection. The lack of materials for teens was mentioned numerous times, in answer to a number of questions in the survey – and many feel that teens are not in the library because they do not feel it has anything for them. They wish that the library could do more here, as an alternative to what many feel are less than appropriate places for teens at which they choose to spend their time.

Fines and fees are an issue for many, who describe the library as 'expensive'. Educators in the GCISD, and residents of certain cities who live in communities that do not belong to Texshare, Reciprocal Borrowing programs, or do not have a home library are frustrated by the non-resident fee levied by Colleyville and therefore use other libraries that are 'free'. Educators are especially perplexed, as they feel they serve Colleyville students. Fines for late return on materials are deemed 'high' by survey respondents, but one individual said "…always have to pay late fees, but I still come…" The Library intends to investigate a cost benefit analysis of fees for non-residents, as the State Library provides grant funding for providing this service and making Colleyville's resources available to others that may exceed what is being generated in fees.

Hours of access are a significant reason for non-use of the library – the existing schedule simply does not align to work, family and life commitments. While no one called for opening earlier than 10:00 a.m., most did wish to see the library open later in more evenings. Providing Sunday hours and later Saturday hours would also make physical use of the library more accessible to them, and serve students working teams on school projects. These individuals, barred from visiting, may not be aware of the virtual use that is available to them as well.

An essential theme in the feedback is the desire for this community to have a place to connect with others – in collaborative learning, fun activities, shared interests, and even dialogue on community issues. Non-profit organizations seek a place to meet and be able to take advantage of the resources, and to even lend their strengths and capacity to serving the library in serving their target audiences. Where the Colleyville Center is available, even the reduced fees can represent hardships for community based organizations. Ideally, the Colleyville Center's amenities and facilities could be positioned to target more profitable returns on investment through serving businesses, etc., and the Library could be the place for smaller groups and community organizations whose interests and activities align to the mission of the Library and its public service model.

The Colleyville Library must find a way to be more to more in the community, and the plan for expansion will facilitate that happening. The current physical constraints do not provide real opportunities for addressing the noise factor through zoning of activities, and definitely do not allow for growing the collection as many would hope. Where programming for adults and teens could happen, staff utilization does not exhibit any real capacity for new services and programs given the existing customer expectations and current service model.

Emerging Needs and Trends

This section of the document represents the consultant's perspective, based upon immersion in the world of libraries beyond that which is specific to Colleyville. Much of this information is extremely relevant however, if not today then in the future. Emerging trends nationally, and even globally, will eventually reach this bucolic community, and the Library must be well positioned to respond accordingly. The interesting dynamic between a highly educated, technologically literate and competent community where individuals and families have chosen to locate in a semi-rural environment lends itself to the potential for these trends to emerge locally sooner than later.

New Service Model Innovations

New service models organize service points of interaction to facilitate customer convenience, service options, and streamlined staff workflow to achieve highest and best use of resources and provide the greatest value to the library user. Achieving convenience begins with organizing physical facilities, remote services, and staff workflow with a focus on the library user, and not only in support of the staff activities associated with delivering services. Library users have a range of desire for interaction with staff, and it may depend completely on what they seek in the moment. This may require staff 'going to the user' versus waiting in line, offering self-service options to those that prefer the autonomy or anonymity, or providing the opportunity for the majority of customer account management activity to occur through technology facilitated or Internet-based transactions.

A number of opportunities exist to streamline staff workflow and leverage their activities to higher value for the customer. This may involve use of technology to migrate highly repetitive work to automated systems

(check in and check out processes move more to self service and automated sorting creates rough or fine sort carts ready for re-shelving). An added benefit in employing this strategy is fewer repetitive motion and other physical issues for staff as well as greater satisfaction in the work done. This may also involve assessing the value of all library functional activities for the customer, and reallocating resources where some processes may not be as relevant.

However, one must remember that many use the Library because they treasure the personal connection with a friendly, knowledgeable and helpful staff member. They look forward to face-to-face opportunities and desire a real person to assist them in whatever they might be seeking. A balance between staff facilitated and autonomous or self service is necessary, where the customer has the option.

Another aspect of customer service the Library can move toward is an entrepreneurial model of product and service development. The term 'entrepreneurial' is used to suggest that the public service realm can adapt the best private practices to add value to the library customer, although they may not make money from them. In the past, libraries have often responded to patron requests by developing new services to address new needs. Libraries can establish leadership and more readily compete for customer attention by constantly developing and rolling out relevant services just ahead of the demand curve by constantly staying in touch with how people live their daily lives. They must also be willing to discard 'services and products' that are not highly valued by the community and consistently refresh their 'product line'.

Reference Services could include instant, interactive reference, as well as more in-depth reference and research assistance provided through scheduled reference conferences with customers. Interactive reference 'in the moment' can be provided through encounters at a reference hub within the Library, as well as encounters with customers throughout the building as librarians 'rove' the Library to ensure convenient and timely customer service. The Library can also provide interactive, online reference services.

Information assistance and Library navigation also may be provided through self-service kiosks, online and printed recommendations, intuitive collections configuration and effective merchandising techniques, guides, or Frequently Asked Questions (FAQs), and effective signage.

Programming, employed by the Library as a strategy to extend and enhance the Library's resources, enlightens and enriches the community in areas of interest, and supports family literacy and formal education opportunities to collaborate with others to provide programs that will leverage the resources of multiple organizations and expand the audience. Programming will continue to be a strong strategy for service delivery for children and adults, and special interest topics, and supports community connections.

New service philosophies also speak to the celebration of the community, including its heritage and history, current successes, and future opportunities in and through the Library. The Library will honor the diversity of the community through its collections, programs, services and staff, and everyone should 'find themselves reflected in the Library'. The Library as a "Third Place" (a term coined by Ray Oldenburg in his 1990 book The Great Good Place) in the community is an informal gathering place where people meet to develop friendships, discuss issues, and interact or network with others.

Beyond the first two places of home and work, third places are critical as they provide distinctive experiences and environments, make people feel comfortable, foster relationships and diversity in human connections, and create a sense of place and community. They also invoke a sense of civic pride, and create social binds by providing opportunities for socialization instead of isolation.

And lastly, for those that cannot, or do not want to visit bricks and mortar, mobilizing the library and providing service beyond its walls is reemerging as a means to provide greater services within a community.

Mobile services include any services designed and delivered by the library to 'take the library to the customer'. Bookmobiles are an example of mobile services that allow for standard routes or revised routes depending on need and circumstances. Bookmobiles are especially effective in areas of the community where both parents working and the lack of public transportation. Even small bookmobiles can be effective in getting materials and librarians out into the community, for example by taking storytime on the road and offering children the ability to check out from a select collection. Visiting senior centers and health care facilities can help to reach those less independent or mobile, and provide them with programming and materials specific to their interests and needs.

The library can also 'mobilize' by utilizing existing transportation and distribution systems. 'No time' and 'inconvenient hours of operation' are obliviously barriers to use, as reported by 28 % of those surveyed that said they did not use the library. The library should look to other service delivery models for services innovations and enhancing the customer experience. One option would be to allow customers to 'order' materials through the online catalog. Staff would mail materials directly to customers, and the materials could be returned at any time convenient for the customer using the materials return slots. Customers could designate individuals to pick up materials at the library – a neighbor, maybe, and the item would be checked out to the borrower but authenticated for delivery by the neighbor. A very personalized ILS feature which is most likely not yet available would ask a person who is checking out their own materials whether they would also take their neighbors' materials to them (pre-authorized and documented within the system). If the neighbor agrees to delivering the materials, an email or text message (communication preference pre-determined by the borrower) would alert the original borrower that the material is on its way. This surely happened in the general stores of yesteryear, and facilitating that type of neighborly connection is an ideal way for a library to be not just relevant, but indispensible to the community served.

To complete a cost benefit analysis of the viability of this concept – the following must be considered:

- When holds are placed, and the individuals do not pick them up, these materials are out of commission for days – rapidly moving materials increases the availability of materials to all and may mitigate the need for some duplication in collection development
- More materials checked out increases the return on investment for the material, and also allows for room on the shelves to increase the collection volume
- The library may set a nominal postage rate per item that is 'free' to the customer, and require the customer to pre-pay for postage that exceeds that rate

Technology

Addressing the need for direct customer access to technologies as well as technologies that enable customer service through support of Library operations and administration should be addressed through the development of a *Technology Plan*. The Library does not intend to be cutting-edge, but acknowledges that where technology is embedded in the daily lives of its customers, those customers have an expectation that the library will provide or support it. The Library will also need to adopt technologies that allow reallocation of staff resources to highest and best use in delivering value to the community. The critical concept is that technology is a tool the Library will use to enable and enhance access to resources and people. Technology must be utilized to reach people 'where they are' – whether that is a physical location or in the virtual realm.

The technology available to customers will need to address, in the short term, the emergence of social and collaborative computing, personal (mobile) technologies, and expectations for customized and personalized interactive services (touch screens and voice activated systems). Even now, these trends are becoming mainstreamed practices and new trends with respect to use and integration of technology into

daily life will emerge. Serendipitous discovery through interactive techniques used in retail and other environments can be embedded in the library Web site, and highlighting relevant information to each customer will be necessary to keep them engaged. The Library will need to continually refresh its technology and services to maintain relevance and value within the community.

In actuality, even in the well-educated and affluent community of Colleyville, not everyone has the means to equip themselves with the latest and greatest, or even any, technology. The Library will need to continue to be an equalizer within the community, providing opportunities to bridge the gap between those that have, and those that need.

Future-Focused Technology Services for Customers

The next generation of Colleyville's Library will provide customers multiple and varied means to use and access technology within the library. The Library will need to continuously explore both the short term and five-year horizons for developing technologies, and integrate those generally adopted or mainstreamed by society to meet customer expectations. The focus will need to stay centered on convenience, self-determination, and 24/7 access where possible to provide options and choice to customers. Library cards will need to become and stay 'smart', widening their ability to provide convenience and enhance customer services. Cards in the future may not exist physically – the cell phone or other personal devices may provide the linkage to library resources and authenticate the customer.

Computers in the Library

Currently, many computers in the library are configured with dedicated access to the Internet, Catalog and online resources, etc. Now, and certainly in the future, customers do not and will not appreciate segregation of activities, or needing to go to more than one computer to accomplish multiple activities. This configuration of public access computers is currently required to manage the demand for access to different resources. However, as more resources become Web-based, individual computers in the library will become less segregated and more fully functional. Scheduling software is already utilized in Colleyville on the adult full Internet access PCs to manage customer use.

A key element of any Library Technology plan includes integration of developmentally appropriate technologies for youth as well as adaptive or assistive technologies for the disabled or impaired. Although the Library meets Americans with Disabilities Act requirements, incorporating adaptive technology into the library will facilitate extended access to everyone in the community.

Early training in and experience with technologies relate to development of critical thinking skills. The Library has offline, game oriented literacy software on the computers in the Children's area; this type of literacy education and interaction can extend access to children as well as adults and should be expanded in the future through adaptation of the technology. In his book Microtrends, Mark Penn has identified moms over 45 as the fastest growing group of gamers. This format could be leveraged to adults and seniors to assist them in becoming more technologically literate or competent, or even in the development of new skill sets.. Technology can also facilitate learning new languages and translation across multiple languages.

Technology Lab

Technology labs provide individual and collaborative computing opportunities, with access to the Internet as well as media enhanced applications – whether installed or Web-based. Labs support technology literacy, competency instruction, and assistance. A lab could also provide a demonstration station –

opportunities for the community to try out and be exposed to emergent technologies produced by local high-tech firms.

Special Interest or Activity Kiosks and Computers, and Related Services
"Collaboration and Education" Stations could support the desire for people to work and learn together, interacting with technology to re-package information into newly created knowledge. Multi-media rich technology environments are necessary to support the high demand for interactivity with technology, and multiple format experiences associated with library and Internet based resources.

"Innovation and Ideation" Stations could highlight special collections and resources associated with leadership in invention and innovation. Business and employment resources are a natural connection, providing opportunities to take online tests available for certification in multiple professions.

Personal and Mobile Device Support and Compatibility
Podcasting, RSS, blogging and sharing video are examples of currently mainstreamed technologies. Access to numerous online resources and electronic books is available through the Library's Web site, and with greater adoption and more robust bandwith this collection could grow. Downloadable audio ebooks are currently and gaining popularity with customers.

The library will need to maintain its ability to support customer connections through personal and mobile devices with appropriate interfaces and download stations or methodologies. Seamless access includes the blurring of connection between technology delivery and the actual source (eBooks, downloadables, etc.)

Wireless access for laptops and other personal devices must be present, reliable, and robust to meet customer needs and potentially alleviate the need for the library to provide as much stationary technology for customers by encouraging those who have laptops, etc., to bring their own and use them in the library. The wifi currently available in the library should be enhanced and marketed as a convenience and additional service to users.

Older "Legacy" Technologies

The library should use strategic perspective and make individual decisions regarding the maintenance of legacy technologies, to include everything from microfiche to evolutions in storage media like diskettes. Although this community may have a greater share of early adopters, not everyone utilizes leading technologies. Many customers have technology preferences that may not be the next, best thing – but are comfortable for them – which the Library will need to accommodate for a time to help bridge users to the next level of technology.

Customers may always need the ability to access legacy formats and convert information and data to newer technologies, and the library should consider whether this is a valuable service or not with respect to this community – as otherwise the content may be lost. Interestingly, this could become a physical representation of the history of technology evolution over time.

Customer Service

Integrated library systems are beginning to incorporate features that customers already experience in their online transactions with retail service providers and have come to expect of the library. The Library will shift from orientation and training of the public on its system, to providing intuitive and navigable systems that do not require anything more than technology literacy of the customer to be useful and usable.

The Web site will need to grow its interactivity and customization potential. Library customers want to be able to contribute and read reviews of books and other resources and entertainment, as well as manage their account and library activities. Personalized account interaction, much like that received at Amazon.com, is desirable to customers and serves to extend access to the library and its services beyond its walls. Customers would like to know what they have checked out, what others who have similar tastes might recommend, and contribute to community connections through sharing their experiences and thoughts.

Libraries must continually advocate that vendors stay abreast of the types of features that library customers will come to expect in the future, and shorten the time in which the library systems are refreshed with similar features made relevant to library services. In a few short years, a host of new features will be expected by customers, and the library will not stay relevant to the community if it does not offer what they expect through experiences in other interactions. This is not a one-time cycle, but an ongoing adaptive need.

Technology Enabling Service Delivery

Adoption of Radio Frequency Identification (RFID) facilitated materials handling and other emergent technologies will allow the library to automate many of the staff intensive processes currently in use. Checking materials in and out will become transparent as a transaction, freeing staff to focus on more highly valuable interactions with customers.

Over time, the organization of the Library catalog and materials on the shelves will change, relying less on the Dewey Decimal or Library of Congress classification systems. As information and full-text retrieval methods progress, so will the search techniques for library materials using natural language and requiring less physical preparation of the materials by staff. This will allow staff to get materials out to the public faster and redeploy staff to provide direct service to customers.

Impact of Technology and Access to Information on the Library of the Future

The changing nature of information sources, formats, and access is a significant factor in envisioning the next generation of the Colleyville Library. Dramatic change in the availability of formats for information and materials, and their use, has occurred in recent years. The rate of change is expected to increase in the future. Other factors to consider, beyond material formats and access, are the implications within communities and to how individuals interact within society. The Library will be a 3rd place within the community, and one that fosters discourse and allows people to collaboratively transform information into knowledge through shared experience. Many of those 3rd places have been lost elsewhere in the lives of our community members. These spaces become increasingly more valuable in a world where busy family lives, technology, development, and media foster increasing isolation from neighbors and the larger community.

Current 'social computing' experiences provide a glimpse into future use of technologies. Use of computers has migrated from individual use at a desktop to collaborative use and interaction both physically and virtually. Learning and teaching methodologies are much more collaborative, experiential versus rote, and dependent upon groups and not just individuals for success. Beyond the learning environment, individuals with similar or conflicting interests and positions seek access to information and content. These emergent groups, whether planned, serendipitous, or accidental, need communal access and interactivity with technology. These discussions, contributions, sharing of experiences, and discourse create knowledge from information. The globalization of not only our commerce, but our cultures and societies, allows individuals from around the world to gather in these forums as well. To support these

interactions and exchanges, large groups may gather around large displays, with multiple interactive opportunities through input devices. They will collect and repurpose available information into new ideas, solutions and consensus within communities and across nations. These types of group settings may replace existing shelves, but will require no less space.

The stacks we have today (or in 2010) may very well become virtual reality simulators on or before 2015. As the rate of the total population adoption of new technologies and information formats cannot truly be predicted, the Library will need to transition from its current condition to an unknown future without disenfranchising any segment of the community. The current study has revealed a need in the community to both have books available and be poised to anticipate/adopt future technologies that impact the delivery of information.

As the total amount of print reference material decreases with the increasing use of digital resources, the traditional role of the Library as an archive of books has changed. The role has evolved into the catalyst for community connection, with access to rich resources and guides to navigate the world of information. The Library has always been a place for introduction to and use of *technologies* for the public – beginning with the book as one of human's first, next best things. The critical element of the successful Library will be to position itself to adapt to emergent technologies quickly and in step with the community it serves, as opposed to the traditional library that only recently realized the need for reinvention continue to be relevant to society.

The initial strategy to address the continual implications of technology and information access, which will evolve over time relative to emerging conditions, includes the following:

- Acquire and maintain materials in multiple formats to reach all segments and meet the needs of the community, through continual needs assessment of the service population and with particular emphasis on the service priorities.
- Manage this acquisition process to address the needs of "innovators and early adopters" as well as the "late majority and resistors" of technological innovations. Developing the talented innovators, inventors, and creators of the future is dependent upon a focus on early childhood, and literacy as mentioned above, as well as formal education support. A robust collection of materials, in multiple and varied formats, will ensure that Colleyville maintains its strengths and positions its youth to be sudcessful now and in the future.
- Make facility design decisions that preserve future flexibility, which will accommodate changes in the use of space over time. These changes have occurred over the last 20 years in libraries. An example is the Readers' Guide to Periodical Literature, which once required two tables in a library to house indexes only. It has been replaced with computers that use equivalent space but offer more in-depth access to the information. Fewer shelves and more technology or seating will likely continue to be necessary in the future. However, in traditional libraries, it has been extremely difficult and costly to change the use of space. This strategy recognizes that change will happen, and the intent is to use building technologies that will allow reconfiguration of the use of the library quickly to adapt to changes in community needs and expectations. However, it is anticipated that space needs will not diminish, as mentioned in the Reader's Guide example above.
- Once operational, continually assess and adapt the library plan of service to meet evolving needs, to include change in the utilization of space, as well as materials, services and programs provided by the Library.

Branding the Library

'Business development' is not a term heard often in a library organization – unless associated with economic development within the community served. However, the library needs to adopt current and

best practices associated with for profit and not-for-profit product and service organizations to strategize how to 'grow their business' and 'increase their market share.'

Many cultures do not have free public services similar to the libraries that are a hallmark of America's basic tenets of democracy and education, and have contributed to its growth as a nation. Therefore, immigrants to the U.S. may not be as familiar with or knowledgeable about the services that are available – for free – that might assist them in learning the language and culture, becoming citizens, accessing community services, attaining higher levels of education, finding employment, or enriching their lives through the collections and programs. Even though Colleyville is not currently experiencing the rapid emergence of cultural diversity as in other communities nationwide, the trending will eventually reach Colleyville.

The library invests a lot of time, energy, and resources publicizing the services available to the community. But surprisingly, it is usually the case that even individuals in the community who highly value and advocate the library as a community asset are not aware that the library provides services relevant to their needs. They may have left the library long ago, for any number of reasons, and have not returned to experience it for themselves again.

The library's challenge is to adopt or adapt the best practices of the most beloved brands of consumers to ensure that the value of the library is widely perceived; marketing and outreach also ensure that the Library is aware of what the community wants and needs. All communities deserve equal awareness of what is available to them at, or from the library. The customer of the Library walks away from his/her experience with a positive memory and perceived value relative to individual current needs. 'Branding the Library' involves an intentional design of the desired experience for the customer, then organizing access to services, collections, programs, and people to create it. Many might think of the Library as 'being about books'; the Library seeks to serve the community with much more.

Generating awareness of the Library and all it offers is critical to reaching every element of the community and responding to identified needs. Google is successful and pervasive in society because people feel that it is approachable, helpful, and productive. Librarians often like to describe their Library as 'Google with a face' – hoping to establish the value recognition in the minds of all community members for what staff and the Library can provide. The Library seeks to reach beyond those that already use the Library to those who want more but are not yet aware of everything offered.

Preliminary Schematic Scenarios

Preliminary Space Needs Assessment

- Projected collections, seating and technology for the Library were articulated in the Library's Long Range Plan and have been developed per the following methodology:
  - Collections are projected at 4 items per capita in the service population
  - Collections are projected through 2030, relative to the projected increase in population
  - Collection shelving types were established preliminarily, and will be refined in the design process
  - 4 reader seats per 1000 in service population has been utilized as a factor for determining the number of seats not oriented with technology.
  - 1.5 technology stations per 1000 in service population has been utilized as a factor for determining the number of workstations, internet access and catalog computers, multimedia stations, copiers, faxes and other public service technologies.

Gross Space Needs Assessment / Calculations						
	Quantity	Items or People	Items/Sq. Ft. or Sq. Ft. / Item	Assignable Sq. Ft.	Criteria or Assumptions	% of Assignable Sq. Ft.
Service Population 2030	25,304					
Collections	101,216		15	**6,748**	4 items per capita in service population	36%
Reader Seats		101	35	**3,543**	4/1000 in service population. Inclusive of group study rooms, quiet reading areas, lounge, table and carrel seating, etc.	19%
Storytelling Area		60	10	**600**	To include storage space.	3%
Technology		38	35	**1,328**	1.5/1000 in service population. Includes computers, internet access, microform, multimedia, copiers, faxes, online catalogs, etc.	7%
Staff Workstations / Support		15	120	**1,800**		10%
Special Use Space				**350**		2%
Friends of the Library Store and Storage		*1*	*350*	*350*		
Learning and Community Spaces				**4,400**		23%
Multipurpose Program Room		*300*	*12*	*3,600*		
Medium Meeting Room		*20*	*30*	*600*		
Meeting / Program Room Support Space		*1*	*200*	*200*		
Building Support Spaces				**-**		0%
Included in Non-assignable space, below		*0*	*0*	-		
Total Assignable Space				**18,769**	**Net Square Footage**	100%
Non-Assignable Space				6,256	non-assignable square feet at 75% efficiency	
Total Estimated Space Need				**25,025**	**Gross Square Footage**	

The space needs assessment, above, was developed as a preliminary model for the spaces that would support the breadth of activities and house the rich resources of the intended next generation of the Colleyville Library. These assumptions were later refined through collaborative sessions with community members, stakeholders and staff, and the resultant space program is included in the next section.

Schematic Scenarios

Two workshops were held during the development of this plan, and the work done informed the finalization of the space program and the development of schematic scenarios for configuring the program within the available floor plan spaces.

The first workshop took the form of a series of small and large group discussions. The purpose was to create a shared understanding of community needs from the recently completed outreach and analysis in the Needs Assessment. Combined with the insight of existing Library staff and key partners, as well as best practices in the library world and beyond, the participants developed a preliminary vision for the Library and a near term guide in refining the service delivery. The workshop participants, representing a wide cross-section of the community and staff, focused on the Library's future and considered the following:

- the Library's strengths and position to serve the needs
- integrating innovative service responses
- providing for new activities, and zoning of those activities, within the library
- expanding the resources, to include services, programming, collections, seating, and technology

The space program to support the new service model was further developed with staff and administration. Library staff has spent the past few years researching the best practices of other libraries and similar information-based services to understand how best to adopt or adapt these practices to serve the community. This document represents the Library's next step in developing and refining the new service model it will employ.

The second stakeholder and staff workshop, "Paper Dolls Exercise", was an interactive, exciting and fun event where small groups developed their creative plans and then presented them (with their pros and cons) back to all participants. Everyone had guidelines, and each team was provided with plans and 'paper dolls' that represented the scaled footprint of each future desired space in the library (from the space program). Each team had to fit everything into the large format first and second floor plans they were given - and in a way that made sense for all the different uses of the library (active story times and programs, quiet reading, etc.)

A preliminary space program was developed for the exercise, and finalized afterward. The final space program is included in the next section. The spatial relationships that were explored focused primarily on the issues on everyone's minds – the question being "where to put the kids" and therefore the adults would be on the other floor. Everyone struggled with the concept that not everything would fit, and numerous creative ideas played out in the teams.

From the team's explorations and discussions in the workshop, three schematic scenarios were developed by the consultant. The first, "in the box" scenario assumes that all existing walls, or partitions, within the space on both floors would be maintained, even if the use of those enclosed spaces changes. The second, "out of the box" scenario assumes that the whole of the space on both floors could be utilized to provide the most important spatial relationships between activities and support the streamlining of operations. The third, "on the edge" scenario represents a blending of the two, which calls for some demolition of existing partitions.

The design 'drivers' that influenced the development of schematic scenarios are related to how space utilization affects operation, service delivery, and ultimately the experience of each individual in the library. The drivers were:

- celebrating resources
  - utilizing shelving to display and merchandise the materials
  - providing better navigation of the collection
  - creating a tech lab to support programming as well as individual use
  - maintaining the ability to provide large group programs for all ages
- zoning of activities
  - creating diverse space in the library to serve all needs – and a 3rd place in the community
  - distributing low, medium, and high level activity zones to minimize conflict

- leverage staff to highest and best use
  - streamlining materials flow
  - integrating autonomous, self service options
  - distributing staff service points to serve both floors
  - utilizing technology to facilitate service

The three scenarios were presented to a joint meeting of the Library Board and Public Library Foundation Board held on October 13, 2008. At that meeting, board members reviewed the scenarios and provided feedback on each. The scenarios, as well as board feedback on them, are included below.

In each scenario, the intent is to provide the right spatial relationships, which is largely dependent upon the zoning of activities to avoid conflicts. The color of each specific space 'bubble' represents potential level of activity, and therefore the potential for noise generation. Red represents highly active spaces, purple denotes medium activity, and blue indicates low activity. Where red and purple or blue spaces are placed side by side, one or the other most likely will need to be enclosed.

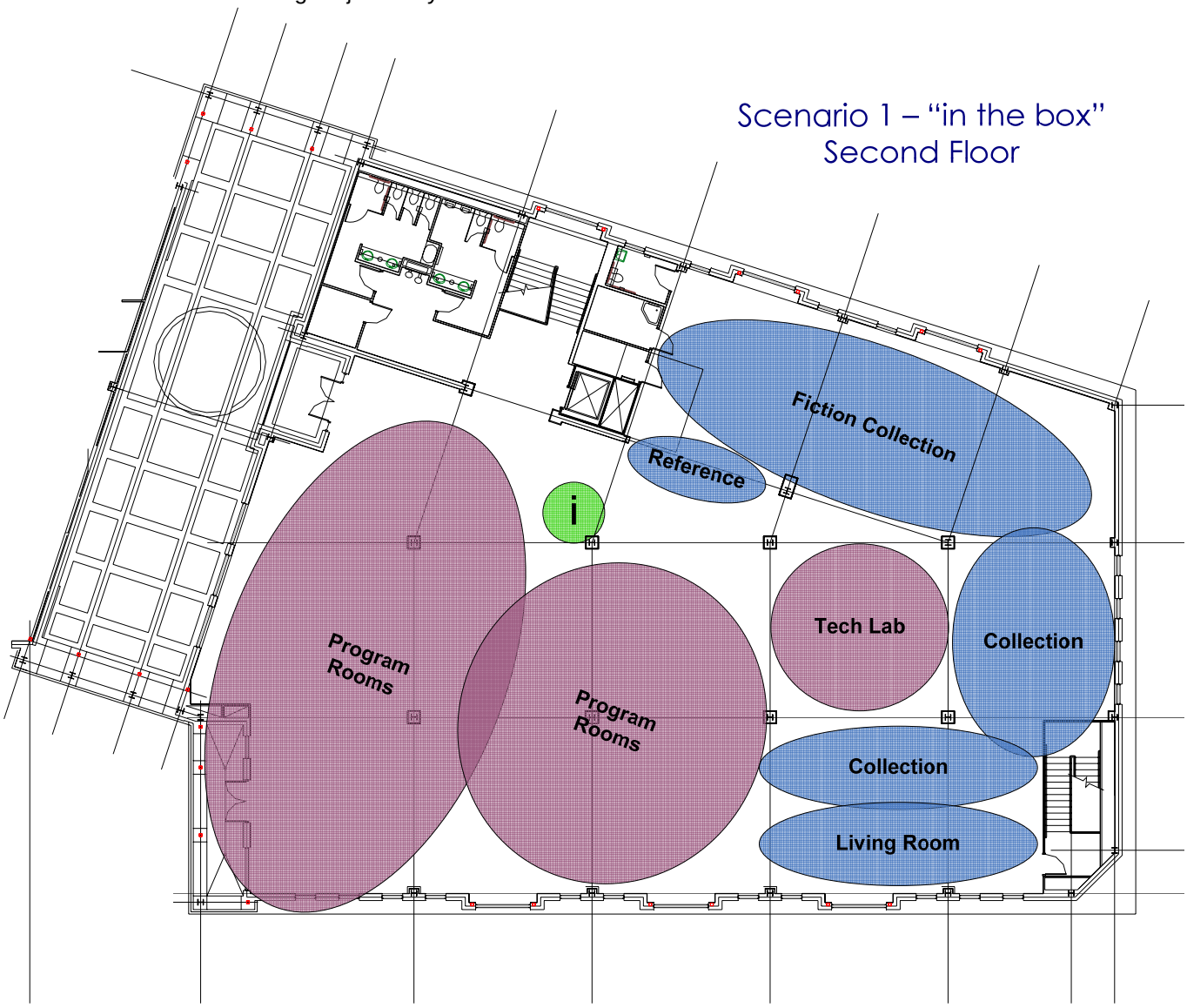
Scenario 1 – "In the box"

Significant elements of the first floor in this scenario include:

1. Existing partitions (walls, etc.) are maintained
2. Recognition that the entry, by nature, generates activity and noise because of high volume traffic
3. Placement of the staff facilitated information / accounts management is in close proximity to the front door and on a path to the right – a natural tendency of traffic flow in America
4. Self service holds and self check out (express) units are located to the right as people exit the library
5. The drive-thru service window and materials drop is retained
6. New Books and Media – the reason for many visits to the library – is up front and center
7. The Café / Bookstore is located to take advantage of nice street views
8. The Teen Zone is an enclosed destination at the end of the Media Zone

Significant elements of the second floor in this scenario include:

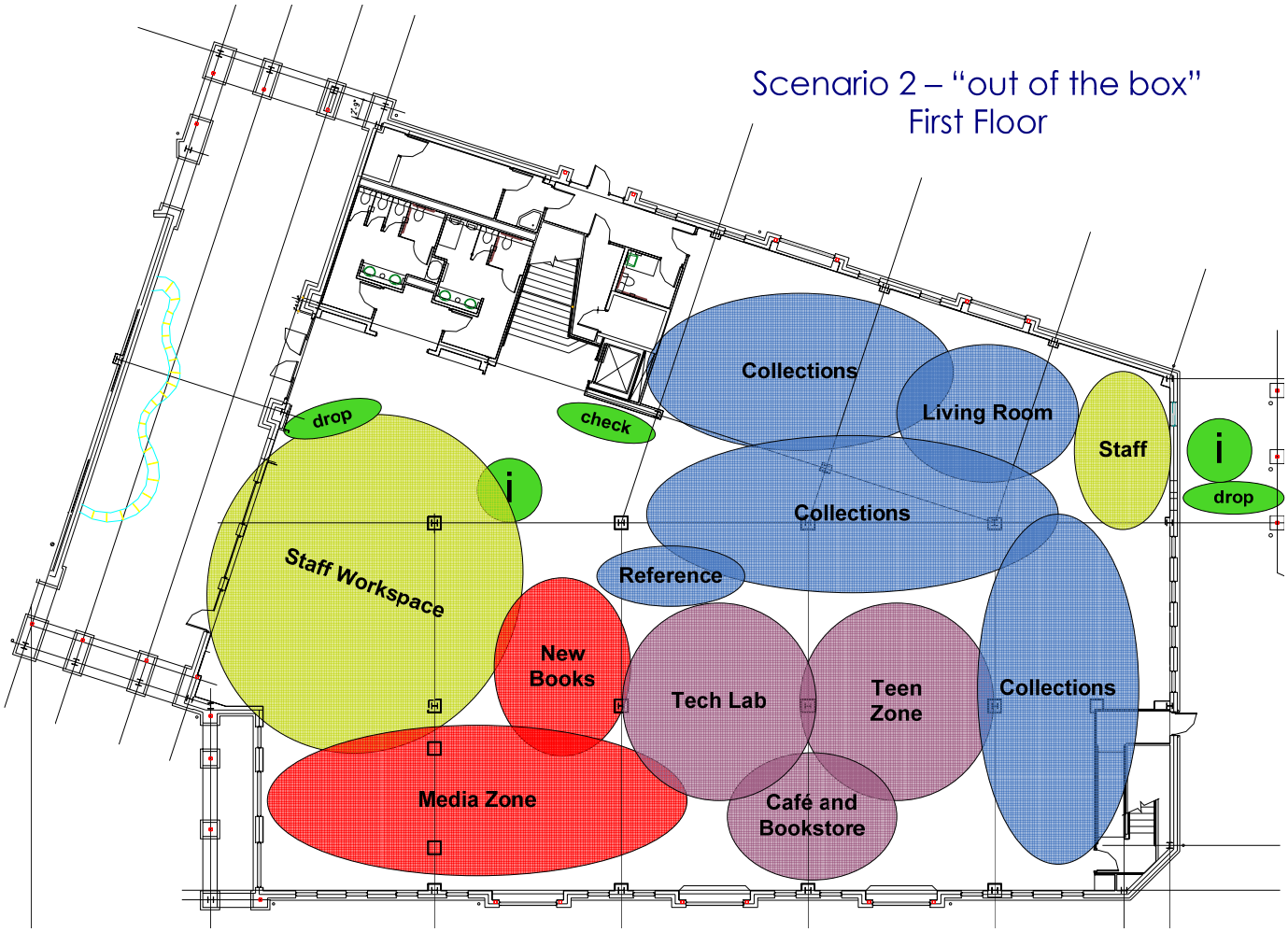
9. A staff facilitated information / reference desk is situated in much the same place as on the first floor and easily seen from the entry to the second floor to facilitate wayfinding
10. The program rooms are enclosed and located directly adjacent to vertical circulation (stairs, elevator) to minimize traffic through quieter collection / seating areas
11. The Living Room is positioned with best views outside
12. The Tech Lab has a strong adjacency to Reference activities



Scenario 2 – "out of the box"

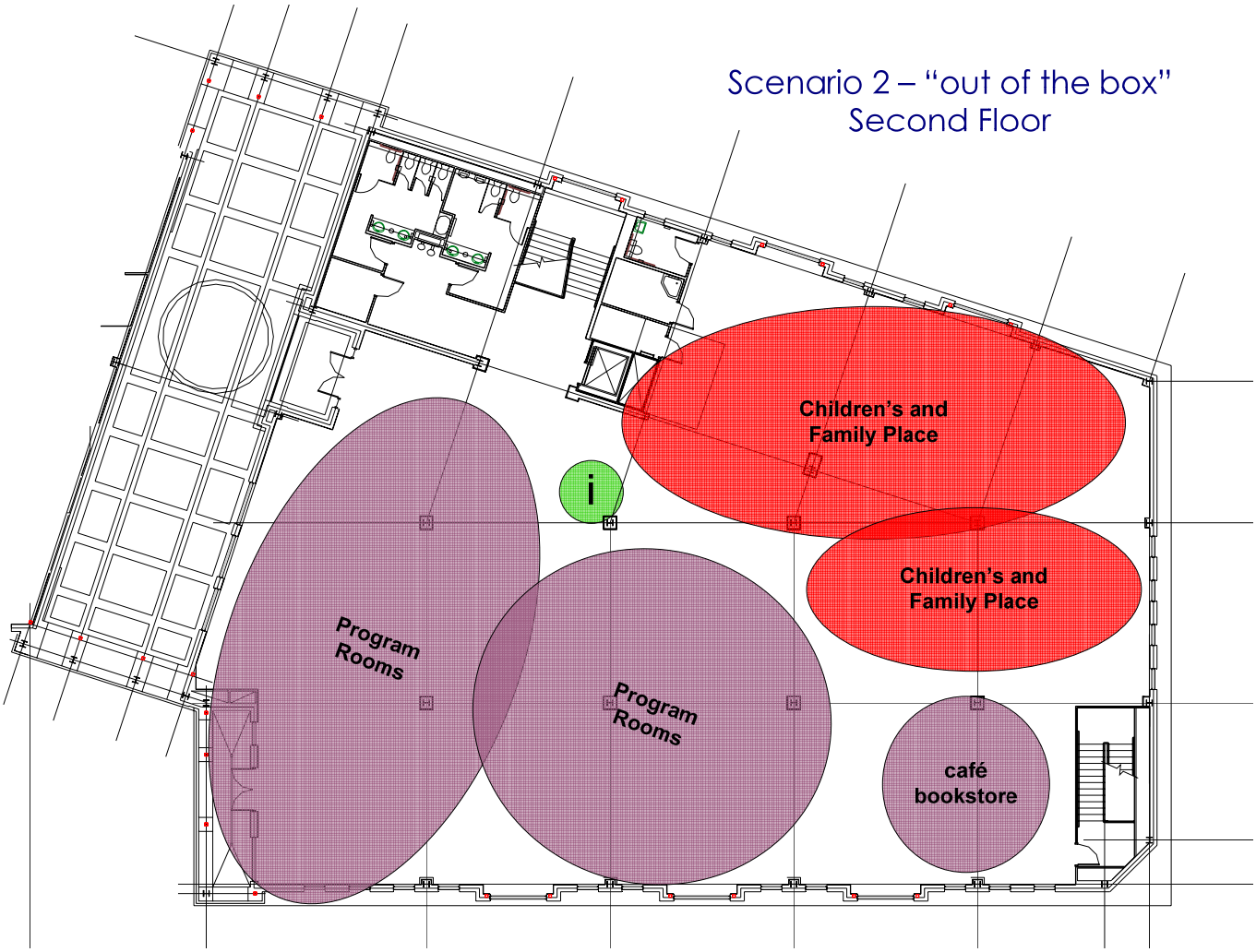
Significant elements of the first floor in this scenario include:

1. Demolition of existing partitions and significant new construction on the first floor
2. Recognition that the entry, by nature, generates activity and noise because of high volume traffic
3. Placement of the staff facilitated information / accounts management is in close proximity to the front door and staff workspace - on a path to the right, a natural tendency of traffic flow in America
4. Self service holds and self check out (express) units are located to the right as people exit the library
5. Materials are dropped upon entry and feed directly into the staff materials processing area – most streamlined and efficient configuration
6. The drive-thru service window and materials drop is retained
7. Enclosed Tech Lab and Teen Zone spaces act as a bugger between the Living Room and other spaces
8. Collections act as a buffer between the Living Room (quiet) and other areas
9. The Café / Bookstore is located to take advantage of nice street views



Significant elements of the second floor in this scenario include:

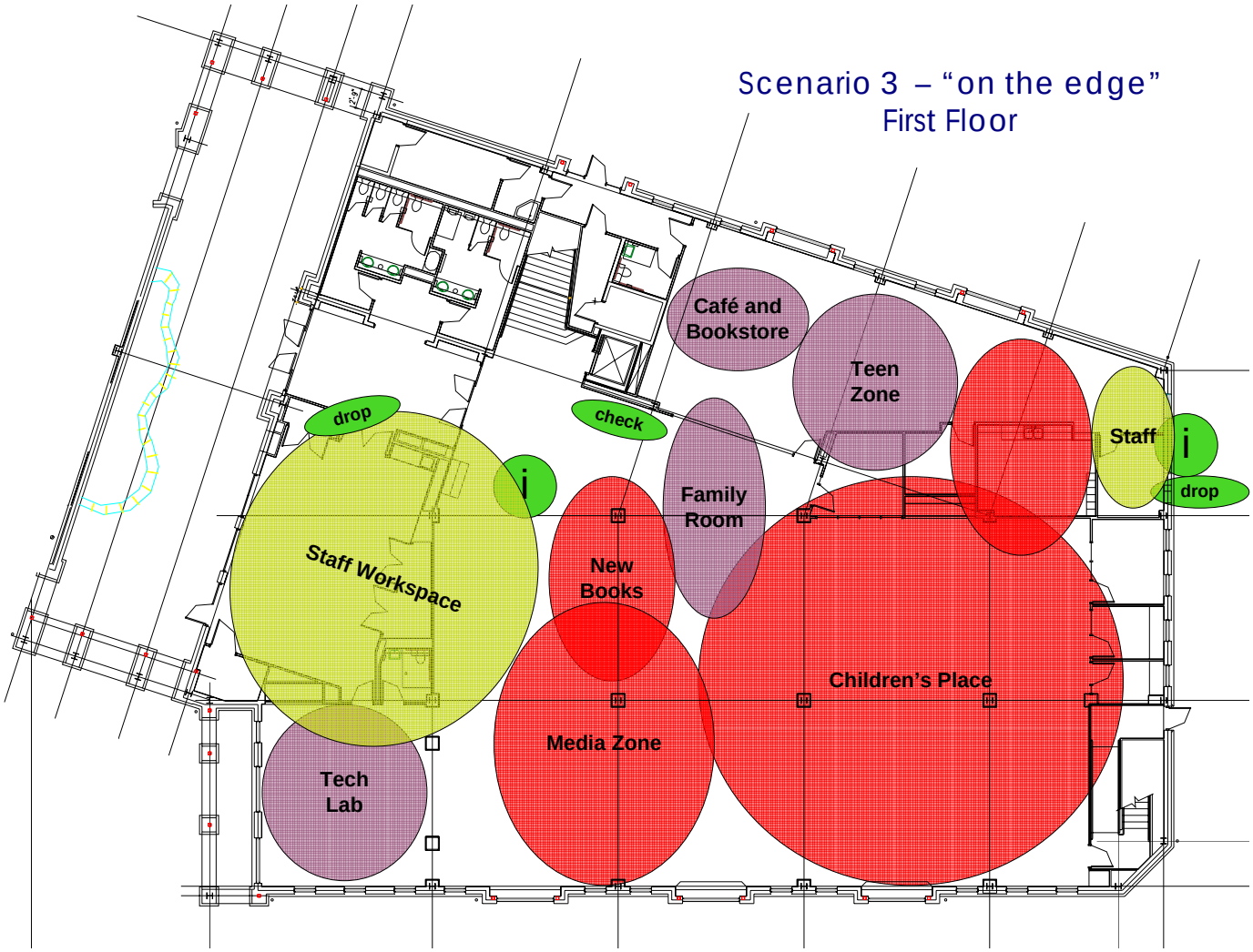
10. The program rooms are enclosed and located directly adjacent to vertical circulation (stairs, elevator) to minimize traffic through quieter collection / seating areas
11. The Children's and Family space is located in the farthest reaches of the building, providing safety and security for little ones, adjacency to program rooms, and minimizing conflict with other activities.
12. A secondary café / bookstore kiosk and seating to serve program rooms and the family space.



Scenario 3 – "on the edge"

Significant elements of the first floor in this scenario include:

1. Most existing partitions (walls, etc.) are maintained
2. Recognition that the entry, by nature, generates activity and noise because of high volume traffic
3. Placement of the staff facilitated information / accounts management is in close proximity to the front door and on a path to the right – a natural tendency of traffic flow in America
4. Self service holds and self check out (express) units are located to the right as people exit the library
5. The drive-thru service window and materials drop is retained
6. New Books and Media – the reason for many visits to the library – is up front and center
7. The Teen Zone is an enclosed destination near the café / bookstore
8. The Children's area is near high traffic new books and media zone spaces
9. The Tech Lab is adjacent to staff workspace for support



Significant elements of the second floor in this scenario include:

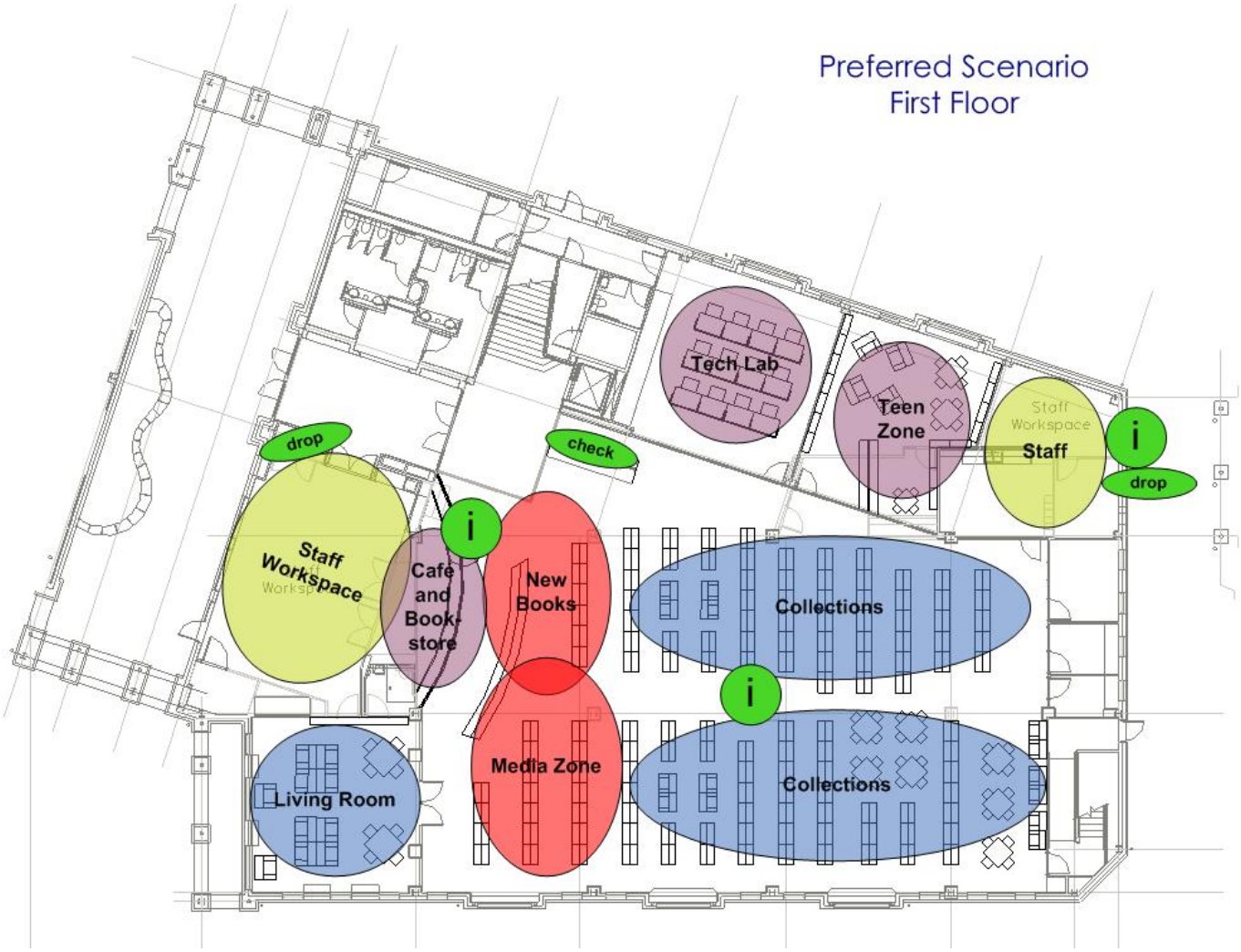
10. Program rooms are located to take advantage of solid walls to accommodate a stage area without conflicting with windows

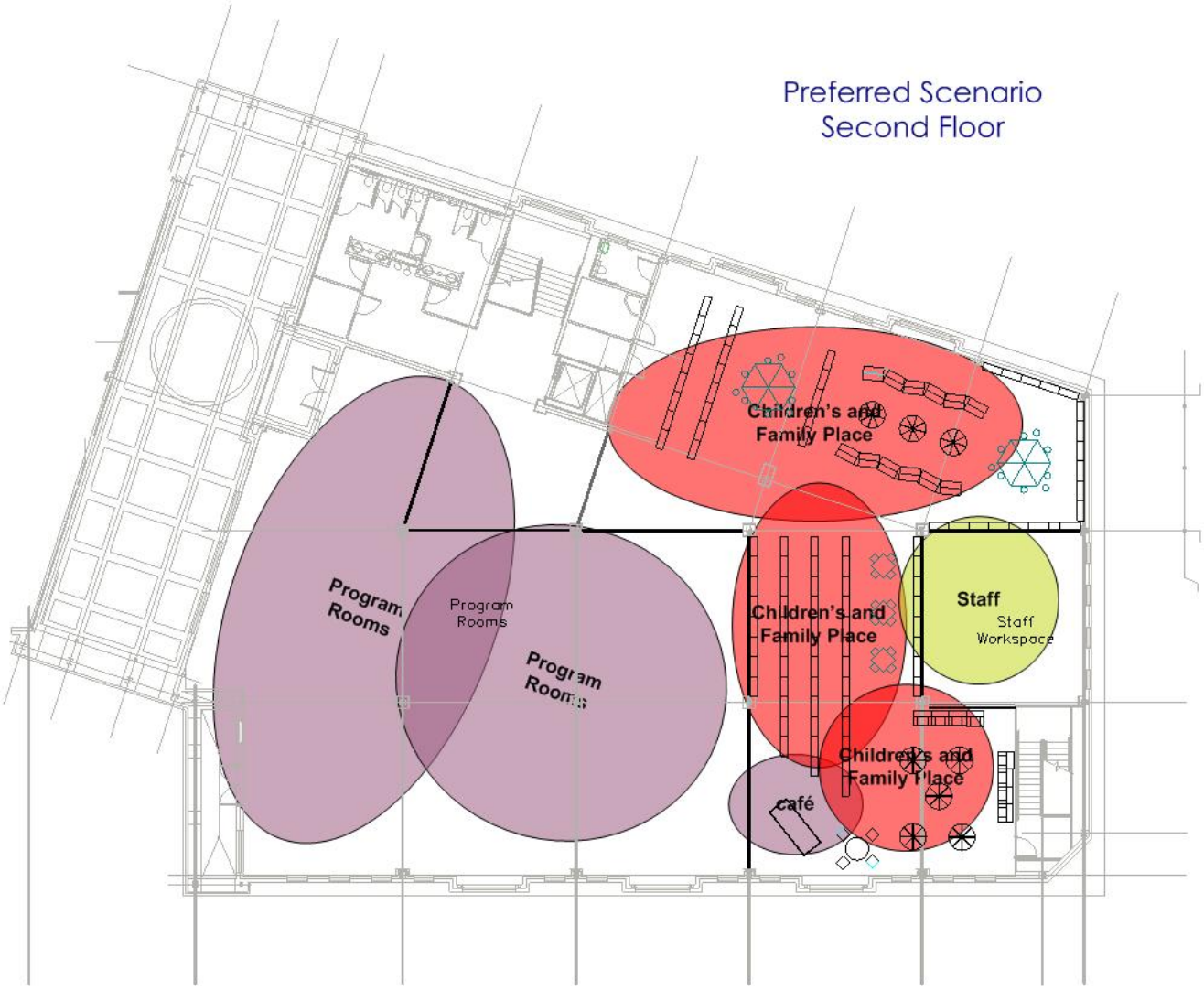
Library Spatial Reorganization Plan

schematic • program • costs • schedule • implementation

Schematic Plan

A viable schematic plan scenario based upon the outreach process and further developed with the Library Board and Foundation was presented at the Council Work Session on October 21, 2008. While the plan is not concrete and must be finalized in a design process, it does represent that the space program can be accommodated within the existing building envelope. The Library will need to work with an architectural and engineering design team to ensure all codes and regulations are met, as well as to refine the actual locations and spatial relationships of the functions and activities represented.




Preferred Scenario
Second Floor
Children's and Family Place
Program Rooms
Program Rooms
Program Rooms
Children's and Family Place
Staff
Staff Workspace
Children's and Family Place
café

Space Program

The space considerations included in this section are preliminary in nature and based upon the level of data gathering and analysis appropriate to this phase and type of planning. Space allocation was developed in response to information gathered in the public and staff input process, and may change when this project enters the design process. Basing final budgets or total space need and use on this information is not advised, as the actual design effort will result in more definitive space allocation, use, and the cost to achieve both.

The following discrete spaces are envisioned as necessary to achieve the opportunities for enhancing the library and experience through expansion. The space allocations provided for consideration below represent assignable square feet (ASF). ASF refers to the actual space required to meet functional need. Within the programming effort, a grossing factor will be applied that accounts for circulation and building support functions, such as stairs, hallways, mechanical rooms, etc., and provides the total square footage need. More detailed information regarding space allocation, quality of space, technical and functional requirements, library traffic and usage patterns, and adjacencies will be developed in the design phase.

Space standards have been applied where they exist. Other space allocations were projected based upon consultant knowledge of the building type. The sum total must be analyzed and potentially redistributed based upon the operational model developed for the Library. More detailed operational planning and programming is necessary to more accurately determine the square footage need of the cumulative functions and services, and the requisite staff space requirements. Space allocation has been influenced by the desire to incorporate a 'zoning' concept and design spaces that accommodate diverse use and activities.

1) Definitions

a) Assignable square footage – the usable space within the building assigned to furniture and equipment, excluding any non-assignable space. Total assignable space is represented as Net Square Footage.

b) Non-assignable space – utility areas of a building required for the function of the building, including stairways; elevators; corridors and interior walkways; restrooms; duct shafts; fireplaces; interior and exterior wall thickness; and exterior amenities that are part of the building but not enclosed, such as loading docks and covered patios, porches, and walkways. A 70% efficiency (ratio of assignable to non-assignable space) for the building is proposed.

c) Gross square footage – the entire area of the building interior including the exterior wall thickness. The total of the assignable square footage and the non-assignable square footage equals the gross square footage.

Each category of space is explained, below. The functions and activities, as well as general intent for the quality of these spaces, were developed through this collaborative process, and represent what is necessary for the Library to meet the needs established in the assessment process.

Both **Staff facilitated and self service options** will be available, enabled through utilization of technologies. Self serve reserve/holds, as well as three more self check machines than are currently in the Library, will streamline the checkout process and alleviate people having to wait in line. Accounts management stations will allow people to resolve issues themselves where possible, and a staff information and customer service point is readily seen upon entry or exit with staff to help where necessary.

A **Living Room**, or Quiet Reading Area should be provided to accommodate contemplative reading away from general activity. The area should provide comfort with upholstered chairs and end tables with table lamps for atmosphere. This should be a supervise-able area, enclosed with glass as a sound barrier, but open to allow sight lines. Provide electrical outlets for laptops and footstools. This area for reading Magazines and Newspapers that includes face out displays for current issues and storage for a certain number of back issues. Collections and adjacent services might include:

- popular and semi-serious titles (people, news magazines, trade journals, publisher's weekly) – things you would not save
- regional newspapers and newspapers of record
- some small tables (open newspapers flat)
- magnifying glass
- stand up computer (catalog access) in case you were reading something and wanted to search the catalog
- copier nearby

A **marketplace of new books, special browsing collections** for travel, gardening, etc., **and media** will be featured near the entry to the library. This popular material attracts many to the library, and it will be displayed in bookstore type shelving that celebrates the materials face out.

Space to support a Friends **Bookstore** is include adjacent to a small Library **Café**, which will serve refreshments to library users, and those that are using the multipurpose and study/conference rooms.

Four (4) **reader seats** per 1000 in service population is utilized as a factor for determining the number of seats not oriented with technology, resulting in a need for over 100 reader seats within the library. A variety of readers' seating is intended for distribution throughout the library, including benches, window seating or oversized chairs for parents and children to read together, seating at tables, lounge chairs for comfortable reading, and group study rooms for small groups to work together or for quiet reading or study. Small groupings of comfortable seating should be **integrated into the collections (stacks)** to provide niches for quiet reading that are buffered from the other activities within the library.

A **Teen Zone**, completely separate from the Children's Area and independent of other collection and resource areas, might be a completely enclosed area that allows Teens to…be Teens. The space should be flexible and changeable to reflect changing trends and fads. Adults will not want to be here; the space should be designed for teens to own the space and 'make it theirs'. This is an opportunity for the community to engage the 12 to 18 year olds in lifelong learning via a place they want to be so that they are not lost to the library until they have children of their own…or forever. The space might include:

- Slatwall, tackable areas, mobiles and display units, tables as well as funky, comfy chairs
- lots of connectivity and games
- Collection – graphic novels, YA fiction

One and ½ (1.5) per 1000 in the service population is utilized as a factor for determining the number of technology oriented stations. These are distributed in children's and teen areas, as well as located in a **Tech Lab** environment that will provide for individual use but also accommodate technology literacy and competencies oriented programming for 12 to 15 individuals at a time. Technology stations will include a mix of public access computer stations, application loaded computer stations, Internet access computer stations, dedicated online catalogs / account management stations, printers, copiers, and faxes available to the public. The Library will also explore the feasibility of providing multimedia computer stations for the public, to include listening and viewing capabilities – a desire expressed by the community in the outreach process.

The **children's area** will be enlarged and enriched, a magical space with different zones for toddlers and tots, kids, and tweens. Adjacent 'family room' seating near a café kiosk will allow parents to interact and chat while being able to keep an eye on the little ones. The children's area will be near the program and meeting rooms to facilitate the large programming events held for children while not creating havoc for other users of the library. Children who attend programs also love to find and check out relevant or related material afterward, so they can relive the experience at home.

Two sizes of **program / meeting room** have been included to meet the needs library programs, organizations and groups – a large, divisable multipurpose room, and a medium sized conference room. Up to 300 people can use the larger, multipurpose room, and 20 can meet in the conference room. These rooms will need to be equipped with multimedia capacity to ensure they are supportive of the myriad types of activities that may take place.

Library administration, staff and operational support spaces will be more fully defined in the next steps. The space needs were derived utilizing current assumptions regarding staffing at other community libraries. The total functional square footage will accommodate all staff-oriented workspace necessary to operate the library, and provide flexibility for implementation of RFID technology and automation to the degree possible within the library. Streamlined staff workflow and materials flow will be required to support these preliminary calculations.

Library Division Sq. Ft. Summary

LIBRARY DIVISION	DIVISION SQ. FT.	Percent of Total
01 | Library Entrance	345	2%
02 | Information / Customer Services	708	4%
03 | Current Topics and Popular Materials	1,742	10%
04 | Children's / Family Place	3,629	20%
05 | Teen Zone	702	4%
06 | Tech Lab	530	3%
07 | Living Room	689	4%
08 | Fiction Collection	740	4%
09 | Non-Fiction Collection	1,289	7%
10 | Reference Collection	584	3%
11 | Community and Program Spaces	4,938	27%
12 | Library Administration	1,819	10%
13 | Operational Support	452	2%
Net Assignable Square Footage:	**18,167**	**100%**
Non-Assignable Square Footage (@ 25%of Gross):	6,056	
Gross Square Footage:	**24,223**	

Library Space Sq. Ft. Summary with Furniture and Equipment

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
01 | LIBRARY ENTRANCE					**345**
A. PUBLIC ENTRANCE & LOBBY				**N/A**	
B. BOOKSTORE AND CAFÉ				**345**	
Chair, Café	8	0	0		
Recycling Bin	1	10	10		
Shelving, SF 58"h Bookstore Display	5	23	115		
Sink	1	16	16		
Table, Café	2	55	110		
Waste Basket	1	4	4		
Workstation, Bookstore Service Counter	1	45	45		
Workstation, Food Preparation Counter	1	45	45		
C. PUBLIC REST ROOMS				**N/A**	
02 | INFORMATION / CUSTOMER SERVICES					**708**
A. INFORMATION AND ACCOUNTS MANAGEMENT				**90**	
Book Truck	1	10	10		
Cash Register	1	0	0		
Chair, Task	2	0	0		
Computer, Staff Desktop	2	0	0		
Workstation, Circulation Check-Out Desk	1	80	80		
B. SELF SERVICE HOLDS / RESERVES				**80**	
Shelving, SF 90"h Steel W/ 7 Shelves	8	10	80		
C. EXPRESS CHECK AREA				**105**	
Queuing Space (Per Person)	5	6	30		
Self Check-Out Machine & Kiosk	3	25	75		
D. CHILDREN'S SERVICE DESK				**50**	
Workstation, Children's Services	1	50	50		
E. REFERENCE SERVICES DESK				**50**	
Information And Reference Services Workstation	1	50	50		
F. COPY / PRINT CENTER				**94**	
Cabinets, Above Counter (Lockable)	8	0	0		
Cabinets, Below Counter (Lockable)	8	0	0		
Copier, Color Freestanding	1	50	50		

LIBRARY SPACE NAME / Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
F. COPY / PRINT CENTER				**94**	
Preparation Counter	1	30	30		
Printer, Laser (B&W)	1	0	0		
Printer, Laser (Color)	1	0	0		
Recycling Bin	1	10	10		
Stapler, Electronic Binding	1	0	0		
Vendor Card Encoder/Dispenser	1	0	0		
Waste Basket	1	4	4		
G. MATERIALS RETURN DROPS				**32**	
AV Bin, Depressible	1	16	16		
Book Bin, Depressible	1	16	16		
H. DRIVE-UP SERVICE WINDOW / BOOK RETURN				**117**	
AV Bin, Depressible	1	16	16		
Book Bin, Depressible	1	16	16		
Book Truck	4	10	40		
Workstation, Circulation Drive-up Window Counter	1	45	45		
I. SELF SERVE ACCOUNTS MANAGEMENT AND OPAC				**90**	
Computer, OPAC Desktop	8	0	0		
Computer, Public Desktop	3	0	0		
Technology Carrel	3	30	90		
03 | CURRENT TOPICS AND POPULAR MATERIALS					**1,742**
A. NEW BOOKS				**518**	
42" Aisle DF 58"H Bookstore Display Shelving	5	30	150		
1,134 Browsing					
42" Aisle SF 58"H Bookstore Display Shelving	16	23	368		
1,134 New Books (Browsing)					
B. MEDIA ZONE				**1,224**	
CD-ROM Flip File Browser	4	18	72		
708 Young Adult Audio Book CD (CD ROM)					
Compact Disc, CD-ROM & DVD Display Browser	14	24	336		
3,037 DVD					
Compact Disc, CD-ROM & DVD Display Browser	27	24	648		
2,784 Audio Book CD (CD ROM)					
Compact Disc, CD-ROM & DVD Display Browser	7	24	168		
1,518 Audio Compact Disc (CD)					
04 | CHILDREN'S / FAMILY PLACE					**3,629**
A. CHILDREN'S GATEWAY				**N/A**	

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
B. CHILDREN'S COLLECTION AND SEATING				**569**	
Bean Bag Chair	4	20	80		
Chair, Child's	14	0	0		
Chair, Child's Lounge	5	20	100		
Children's Play Fixture	1	100	100		
Computer, Public Desktop	2	0	0		
Table, Children's	3	75	225		
Technology Carrel	2	30	60		
Waste Basket	1	4	4		
C. CHILDREN'S MEDIA ZONE				**867**	
36" Aisle DF 42"H Steel Shelving W/ 4 Shelves	3	18	54		
253 Children's Books					
36" Aisle DF 45"H Steel Shelving W/ 6 Shelves	12	18	216		
4,251 Children's Easy Readers					
36" Aisle SF 45"H Steel Shelving W/ 2 Shelves	9	10	90		
1,012 Media Kit (Audio Cassette W/ Book)					
36" Aisle SF 45"H Steel Shelving W/ 3 Shelves	4	10	40		
276 Children's Reference					
Board Book Baskets	9	9	81		
253 Children's Board Books					
CD-ROM "Spinner" W/ 4 Rotor Towers	1	50	50		
506 Juvenile Non-Book					
CD-ROM Flip File Browser	8	18	144		
1,519 Children's Audio Book CD (CD ROM)					
CD-ROM Flip File Browser	4	18	72		
506 Audio Compact Disc (CD)					
DVD SF Shelving Unit W/ 4 Sliding Browser Boxes	12	10	120		
2,126 DVD					
D. CHILDREN'S REFERENCE AND TECHNOLOGY				**627**	
Chair, Juvenile	8	0	0		
Chair, Technology Workstation Task	6	0	0		
Computer, Public Desktop	6	0	0		
Dictionary Stand, Child's	1	10	10		
File Cabinet, Vertical (Four Drawer)	1	14	14		
Printer, Ink-Jet (B&W)	1	0	0		
Table, Children's	2	75	150		
Table, Juvenile	2	85	170		
Technology Carrel	4	40	160		
Technology Carrel, Adjustable (Manual) Height	2	45	90		
Technology Equipment Counter	1	25	25		
Waste Basket	2	4	8		

LIBRARY SPACE NAME / Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
E. KIDS COLLECTION AND SEATING				**1,126**	
Chair, Technology Workstation	4	0	0		
Computer, Public Desktop	4	0	0		
Printer, Laser (B&W)	1	0	0		
Technology Carrel	5	50	250		
36" Aisle DF 66"H Steel Shelving W/ 10 Shelves	23	18	414		
7,329 Juvenile Non-Fiction					
36" Aisle DF 66"H Steel Shelving W/ 10 Shelves	23	18	414		
6,680 Juvenile Fiction					
44" Aisle SF 45"H Magazine Display Shelving W/2 Shelves	4	12	48		
20 Children's Current Magazines					
F. CHILDREN'S REST ROOM				**N/A**	
G. TEEN ZONE				**440**	
Chair, Lounge	4	35	140		
Chair, Reader's	8	0	0		
Chair, Technology Workstation	8	0	0		
Computer, Public Desktop	4	0	0		
Print Release Station	1	0	0		
Printer, Laser (B&W)	1	0	0		
Table, Reader's	2	80	160		
Technology Carrel	4	30	120		
Technology Counter	1	20	20		
05 | TEEN ZONE					**702**
YOUNG ADULT COLLECTION & SEATING				**702**	
Chair, Lounge	4	35	140		
Chair, Reader's	12	0	0		
Chair, Technology Workstation	4	0	0		
Computer, Public Desktop	2	0	0		
Printer, Laser (B&W)	1	0	0		
Table, Reader's	3	90	270		
Technology Counter	2	50	100		
Waste Basket	2	4	8		
36" Aisle SF 66"H Steel Shelving W/ 5 Shelves	16	10	160		
2,277 Teen Fiction					
44" Aisle SF 66"H Magazine Display Shelving W/3 Shelves	2	12	24		
10 Young Adult Current Magazines					
06 | TECH LAB					**530**
COMPUTER LAB/TRAINING ROOM				**530**	
Chair, Technology Workstation	13	0	0		

LIBRARY SPACE NAME / Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
COMPUTER LAB/TRAINING ROOM				**530**	
Computer, Public Desktop	12	0	0		
Computer, Staff Desktop	1	0	0		
Technology Carrel	12	40	480		
Technology Station, Systems Furniture	1	50	50		
07 | LIVING ROOM					**689**
CURRENT MAGAZINE & NEWSPAPER DISPLAY & SEATING				**689**	
Chair, Lounge	7	35	245		
Chair, Reader's	8	0	0		
Lamp, Table	4	0	0		
Table, End	4	12	48		
Table, Reader's	2	80	160		
Waste Basket	2	4	8		
44" Aisle SF 66"H Magazine Display Shelving W/3 Shelves	2	12	24		
18 Current Newspapers					
44" Aisle SF 66"H Magazine Display Shelving W/3 Shelves	17	12	204		
150 Current Magazines					
08 | FICTION COLLECTION					**740**
FICTION COLLECTION & SEATING				**740**	
Chair, Lounge	6	35	210		
Stool, Kick-Step	4	0	0		
Waste Basket	2	4	8		
36" Aisle DF 90"H Steel Shelving W/ 14 Shelves	29	18	522		
9,565 Fiction					
09 | NON-FICTION COLLECTION					**1,289**
NON-FICTION COLLECTION & SEATING				**1,289**	
Carrel, Reader's Wood	6	35	210		
Chair, Lounge	5	35	175		
Chair, Reader's	22	0	0		
Table, Reader's	4	90	360		
Waste Basket	1	4	4		
36" Aisle DF 90"H Steel Shelving W/ 14 Shelves	30	18	540		
9,803 Non-Fiction					
10 | REFERENCE COLLECTION					**584**
REFERENCE COLLECTION & SEATING				**272**	
Chair, Reader's	8	0	0		
Table, Reader's	2	100	200		

LIBRARY SPACE NAME / Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
REFERENCE COLLECTION & SEATING				**272**	
36" Aisle DF 45"H Steel Shelving W/ 6 Shelves	4	18	72		
430 Reference					
STUDY/TUTORING ROOM				**144**	
Chair, Group Study	4	0	0		
Collaborative Input Plasma Screen	1	0	0		
Existing Space	144	1	144		
White Board	1	0	0		
STUDY/TUTORING ROOM B				**96**	
Chair, Group Study	6	0	0		
Collaborative Input Plasma Screen	1	0	0		
Existing Space	96	1	96		
White Board	1	0	0		
STUDY/TUTORING ROOM C				**72**	
Chair, Group Study	2	0	0		
Existing Space	72	1	72		
11 | COMMUNITY AND PROGRAM SPACES					**4,938**
A. PROGRAM ROOMS | DIVIDABLE				**3,876**	
Chair, Meeting Room - Stacking	300	10	3,000		
Flip Chart With Stand	1	18	18		
Lectern (w/ Space For A Portable Computer)	1	50	50		
Projection Screen, Wall Mounted	2	0	0		
Projector, Ceiling Mounted	2	0	0		
Stage	1	800	800		
Table, Meeting Room	20	0	0		
Waste Basket	2	4	8		
B. CONFERENCE ROOM				**302**	
Chair, Conference Room	14	0	0		
Flip Chart With Stand	1	18	18		
Presentation Center	1	0	0		
Projection Screen, Wall Mounted	1	0	0		
Projector, Desktop	1	0	0		
Table, Conference	1	260	260		
TV Monitor, 50" Projection Large Screen	1	20	20		
Waste Basket	1	4	4		
C. MEETING ROOM STORAGE SPACE				**520**	
AV/Technology Equipment Cart, Large	1	15	15		
AV/Technology Equipment Cart, Small	1	10	10		
Cabinet, AV Equipment	1	15	15		

LIBRARY DIVISION

LIBRARY SPACE NAME Furniture and Equipment	UNIT QTY	UNIT SQ. FT.	EXTENDED SQ. FT.	SPACE SQ. FT.	DIVISION SQ. FT.
C. MEETING ROOM STORAGE SPACE				**520**	
Dolly, Chair	12	12	144		
Dolly, Table	28	12	336		
D. PROGRAM STORAGE SPACE				**240**	
Box, Cardboard	60	4	240		
12 | LIBRARY ADMINISTRATION					**1,819**
A. STAFF WORKSPACE				**1,430**	
Recycling Bin	2	10	20		
Table, Work	2	145	290		
Workstation, Clerical Counter	1	45	45		
Workstation, Staff (Individual Or Shared)	13	80	1,040		
Workstation, Volunteer's Counter	1	35	35		
B. DIRECTOR'S OFFICE				**189**	
Chair, Conference Room	4	0	0		
Chair, Library Director’s	1	0	0		
Computer, Staff Desktop	1	0	0		
Desk, Library Director’s	1	80	80		
File Cabinet, Lateral (Four Drawer)	1	20	20		
Printer, Laser (B&W)	1	0	0		
Shelving, SF 84”h Wood W/ 6 Shelves	2	12	24		
Table, Conference	1	65	65		
C. STORAGE / SUPPLY				**200**	
Box, Cardboard	5	4	20		
Shelving, DF 90"h Steel W/14 Shelves	10	18	180		
13 | OPERATIONAL SUPPORT					**452**
A. MATERIALS PROCESSING				**260**	
Book Truck	14	10	140		
Workstation, Circulation Check-In Counter	2	60	120		
B. STAFF LOUNGE				**192**	
Existing Space	192	1	192		
C. STAFF RESTROOMS				**N/A**	

Net Assignable Square Footage:	**18,167**
Non-Assignable Square Footage (@ 25% of Gross):	6,056
Gross Square Footage:	**24,223**

Allocation of the Library's Book Collection

CATEGORY / Subcategory / Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**48.42%**	**34,141**	**28.70%**	**24,343**	**7.67**
Browsing					
Browsing	4.02%	2,834	60.00%	1,134	8
New Books (Browsing)	4.02%	2,834	60.00%	1,134	5
Fiction					
Fiction	18.09%	12,753	25.00%	9,565	8
Non-Fiction					
Non-Fiction	17.38%	12,254	20.00%	9,803	8
Reference					
Reference	0.61%	430	0.00%	430	6
Young Adult					
Teen Fiction	4.31%	3,036	25.00%	2,277	10
Children/Juvenile	**51.58%**	**36,364**	**47.64%**	**19,042**	**13.7**
Children's Books					
Children's Board Books	1.44%	1,012	75.00%	253	20
Children's Books	1.44%	1,012	75.00%	253	8
Children's Easy Readers					
Children's Easy Readers	17.23%	12,146	65.00%	4,251	20
Children's Reference					
Children's Reference	0.39%	276	0.00%	276	8
Juvenile Fiction					
Juvenile Fiction	17.23%	12,146	45.00%	6,680	10
Juvenile Non-Fiction					
Juvenile Non-Fiction	13.86%	9,772	25.00%	7,329	11
Totals:	**100.00%**	**70,505**	**38.47%**	**43,385**	**10.7**

Allocation of the Library's Multimedia Collection

CATEGORY / Subcategory / Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**57.58%**	**19,231**	**58.16%**	**8,047**	**14.3**
Audio Compact Disc (CD)					
Audio Book CD (CD ROM)	15.15%	5,061	45.00%	2,784	7
Audio Compact Disc (CD)	9.09%	3,036	50.00%	1,518	15
Young Adult Audio Book CD (CD ROM)	3.03%	1,012	30.00%	708	20
DVD					
DVD	30.30%	10,122	70.00%	3,037	15
Children/Juvenile	**42.42%**	**14,170**	**59.99%**	**5,669**	**15.4**
Audio Compact Disc (CD)					
Audio Compact Disc (CD)	3.03%	1,012	50.00%	506	15
Children's Audio Book CD (CD ROM)	9.09%	3,037	50.00%	1,519	20
DVD					
DVD	21.21%	7,085	70.00%	2,126	15
Juvenile Non-Book	3.03%	1,012	50.00%	506	15
Media Kits					
Media Kit (Audio Cassette W/ Book)	6.06%	2,024	50.00%	1,012	20
Totals:	**100.00%**	**33,401**	**58.94%**	**13,716**	**14.9**

Allocation of the Library's Periodical Collection

CATEGORY / Subcategory / Volume Type	Percent of Collection	Projected Total Volumes	Percent in Circulation	Projected Volumes on Shelf	Volumes/ Linear Foot
Adult/Young Adult	**89.90%**	**178**	**0.00%**	**178**	**1**
Current Magazines					
Current Magazines	75.76%	150	0.00%	150	1
Current Newspapers					
Current Newspapers	9.09%	18	0.00%	18	1
Young Adult Current Magazines					
Young Adult Current Magazines	5.05%	10	0.00%	10	1
Children/Juvenile	**10.10%**	**20**	**0.00%**	**20**	**1**
Children's Current Magazines					
Children's Current Magazines	10.10%	20	0.00%	20	1
Totals:	**100.00%**	**198**	**0.00%**	**198**	**1**

Conceptual Capital Cost Model

Recent local library construction costs for projects of similar scope were provided by F&S Partners, Inc. who partnered with the architect to develop the original interior design of the library. These costs are normally accepted as 'hard' construction costs and are represented as a range in the table below. The gross square footage assumptions reflect the concept that parts of the existing interior library layout, walls, core elements like restrooms, etc., will remain intact, and therefore the construction costs are applied to less than the total square footage of the library.
Total project costs include additional costs beyond the 'hard' constructions costs. Examples include, but are not limited to permitting and other regulatory agency fees, professional fees, furniture, fixtures and equipment (FF&E), and move coordination. These 'soft' costs may represent between 20 and 70% of construction costs dependent upon project type, and are factored into cost planning and budgeting to determine realistic total project cost to deliver the project. Different institutions categorize FF&E as either hard or soft construction costs, which can cause confusion regarding the actual construction costs. It is generally accepted within municipalities that FF&E is a 'soft' cost, and it has been represented as such below – which accounts for the relatively high ration of soft to hard costs.

The following table illustrates a range of total project costs associated with planning for the future expansion and renovation construction. The conceptual total project cost is presented in today's dollars, but escalation in costs must be incorporated once construction dates, duration and project budgets are established. Significant changes to building core elements, the exterior envelope, and building systems, are not represented in this range of construction costs. Any performance issues from the original construction of the facility have not been studied in depth and any mitigation of items is not represented in this model. Beyond this initial investment in capital improvements to the Library, the City should also develop a capital improvement budget for facility envelope, systems, and furniture repair and replacement, as maintenance should be addressed in the operational cost model.

Colleyville Public Library Spatial Reorganization Project

Capital Costs: Conceptual Total Project Cost Model

		Gross S.F.	$/S.F. Low	$/S.F. High
			$ 40.00	$ 80.00
Conceptual Construction Costs 1st Floor				
First Floor (Assumed New Construction or Renovation)		4,000	$ 160,000	$ 320,000
Second Floor		9,000	$ 360,000	$ 720,000
		Subtotal	**$ 520,000**	**$ 1,040,000**
Conceptual Project Soft Costs				
Design, Contingencies, City Costs, etc.	Assumed 15% of Construction Costs		$ 78,000	$ 156,000
Furniture, Fixtures and Equipment	Assumed $20 to $30 /s.f.		$ 260,000	$ 390,000
Conceptual Soft Costs		*Subtotal*	**$ 338,000**	**$ 546,000**
Conceptual Total Project Cost Model in 2008			**$ 858,000**	**$ 1,586,000**
	5% Escalation 2009		$ 42,900	$ 79,300
	5% Escalation 2010		$ 45,045	$ 83,265
	5% Escalation 2011		$ 47,297	$ 87,428
Conceptual Total Project Cost Model in 2011			**$ 993,242**	**$ 1,835,993**

The following represent potential soft costs that may be associated with any construction project. This list does is not intended to be comprehensive of all soft costs, nor would the project necessarily incur all of the costs below.

Other Related Project Costs
- Hazardous Materials Mitigation Allowance
- Mitigation Allowance / Offsite Improvements
- EIR / Zoning / Mitigation Allowance
- Historic Evaluation / Report

Other Construction/Owner Costs
- Performance Bonds
- Contractor Overtime Allowance
- Staking- Phases
- Testing/Inspection (concrete, steel, foundation, etc.)
- Inspector of Record

Furniture, Fixtures and Equipment
- Furniture, Fixtures and Equipment
- Building Signage and Artwork

Government Agency Permit Costs
- Planning Department
- Redevelopment Agency
- Historic Landmarks Commission
- Building Permit Fees
- Local Permit Fees
- Service Connection Fees
- Easement Preparation Costs
- Realty Taxes-Improvements

Professional Services
- Programming, Feasibility, Conceptual Design
- Masterplan, Conditional Use Permit Process
- Architect/Engineer - Basic Services
- Specialty Consultants Allowance (costing)
- Civil Engineering Services
- Reimbursable Expenses Allowance
- Additional Services Allowance

Legal and Insurance
- Project Insurance (Fire, Hazard, Earthquake)
- Legal Services (Pre-Construction, Property Acquisition and Rezoning, Construction, Financing)

Owner's Services
- Owner's Staff
- Fundraising Staff
- Construction Manager
- Site and Tree Survey
- Geotechnical and Soils Report
- Environmental Study; Environmental Allowance, if needed
- Historical Impact Report
- Other Consultants Allowance (Hazardous Materials, etc.)
- Peer Review
- Financial Consultant
-

Sunk Costs
- Spent Fees
- Spent Staff Costs

Relocation Expenses
- Move Cost and Move Coordination Services Allowance
- Temporary Lease Allowance

Community Outreach
- Brochures, Mailings and Community Events

Financial
- Finance Costs
- Cost of Issuing Debt
- Interim Interest
- Commitment and Broker's Fees
- Appraisals, Letters of Credit and Inspection
- Permanent Interest Cost
- Allocated Interest
- Equity Financing
- Pre-Development Income
- Bond Program Management and Implementation

Financial - Debt Financing
- Ongoing Cost of Debt

Conceptual Operational Cost Model

The Colleyville Library will need to reorganize itself to facilitate implementation of a new service model and expansion to the second floor. The staffing components will require reframing current position descriptions and functional activities, and will require eventual expansion of staff capacity.

Organizational Structure and Staffing can be leveraged and benefit from efficiencies through use of technology, as well as the fewest possible service points within the building while maintaining the standard of service excellence. However, staffing models will need to address the desire to provide additional hours of library service and the use of both floors in the library.

Additionally, the library expansion will result in an increased materials budget to address not only refreshment of the existing collection, but an eventual doubling of the current resources. This can be achieved over a period of time, but the desire of the community for access to greater resources, as well as the perception of empty shelves must be taken into consideration. Maintaining an increased number of stationary technology workstations will also require additional operational funding over time, as will the maintenance, repair and eventual replacement of furniture and fixtures.

Increased usage of the facility will also affect energy usage and costs. The orientation of the building, as well as the desire to 'see through and into' the building and not mask what is happening inside with window coverings, allows significant heat gain through sunlight. The existing fixtures and lamps are not energy efficient, and contribute heat to other loads that require additional cooling of the facility. Replacement or retrofit of existing fixtures with compact fluorescents or other lamp technologies may result in energy and cost savings. Shielding heat gain within the facility from direct sunlight, and strategic exhaust of warm air can result in lower cooling costs.

Other department's operations within the City may be impacted by this project, although potential costs are not defined at this time. Additional maintenance due to a larger facility with greater public use, increased programming and collaborations provided through departmental partnerships, and management and support of community oriented space usage are examples of some of the issues to be considered once the project is more fully defined."

An **operational cost model** must be developed to define the impact to ongoing funding of library operations. It must address:

- materials acquisition and processing
- library technology obsolescence cycles
- library programming
- staffing models for new service delivery levels
- staff training and professional development
- utility operational costs
- building maintenance and custodial costs
- outreach and publicity

Implementation Plan and Conceptual Schedule

Approach and Methodology

A logical progression of next steps should include a strategic approach to development of the scope, and therefore the total cost of the project. A further planning process must include development of capital and operational cost models to develop a total project cost and inform the development of cost and resource allocation decisions. The total project cost model will be affected by design and construction schedules, financing and funding strategies, and phasing strategies as escalation for construction costs and inflation for goods and services must be factored in determining true costs.

Implementation Plan

1) **Develop Project Scope and Budget**
   a) Select Design Team
      i) Develop RFP for Design Team Selection Process
      ii) Select Candidates for Personal Interviews
   b) Engage Design Team to Develop Schematic Plan
      i) Develop Sustainable (Green) Design Goals and Expectations
      ii) Conduct Environmental Audit
         (1) Identify Opportunities to Reduce Energy Usage and Costs
         (2) Identify Opportunities to Reduce Water Usage and Costs
         (3) Identify Opportunities to Improve Indoor Environmental Air Quality
         (4) Identify Design Solutions to Address Operational Costs
      iii) Resolve Spatial Relationship Issues within Design Opportunities and Constraints
      iv) Develop Schematic Plan to Achieve Space Program and Facilitate New Service Model Integration
      v) Define Extent of Renovation and New Construction
      vi) Define Extent of Reutilization of Existing Shelving, Furniture, Fixtures and Equipment
      vii) Define Extent of Required New FF&E
   c) Develop Construction Cost for Schematic Plan
   d) Develop Final Project Scope and Budget
      i) Analyze Construction Costs Against Funding Capacity
      ii) Revise Schematic Plan as Necessary to Align Scope to Project Budget
2) **Develop Operational Cost Model | Financial Plan**
   a) Define Service Levels and Resource Allocations
      i) Hours of Operation
      ii) Collection Development and Growth Plan
      iii) Technology Plan
      iv) Programming Plan of Service
      v) Project Increase in Usage and Define Impacts
   b) Define Staffing Model to Support Service Levels
   c) Develop Operational Cost Model and Financial Plan
      i) Align to Schematic Design (Operational Considerations)
      ii) Staffing Model Salaries and Benefits
      iii) Goods and Services
      iv) Collection Development and Management
      v) Technology Integration and Obsolescence Cycles
      vi) Assess Cost Benefit and Cost Impact or Avoidance of Environmental Audit Recommendations

vii) Identify Projected Impact to Utility, Maintenance, and Other Operational Costs

3) Develop Construction Documents and Award Construction Contract

a) Finalize Design and Construction Documents
b) Develop Construction Phasing Strategies to Maintain Library Operations
c) Conduct Regulatory Agency Review Process
d) Obtain Permits for the Project
e) Prequalify Contractors for Bidding and Negotiation Phase
f) Release Project for Public Bid
g) Identify Qualified Low Bid
h) Negotiate and Award Construction Contract

4) Construction

a) Validate Construction Duration and Interim Operational Plan
b) Execute Renovation and Expansion Scope
c) Develop Design, Select, and Acquire FF&E
d) Develop RFP for Move Coordination Services
e) Plan Grand Opening Celebration
f) Conduct Construction Closeout
   i) Punch Lists
   ii) Commissioning

5) Occupancy and Move Coordination

a) Obtain Certificate of Occupancy
b) Conduct Move-in

6) Celebrate the Grand Opening of the New Colleyville Public Library !

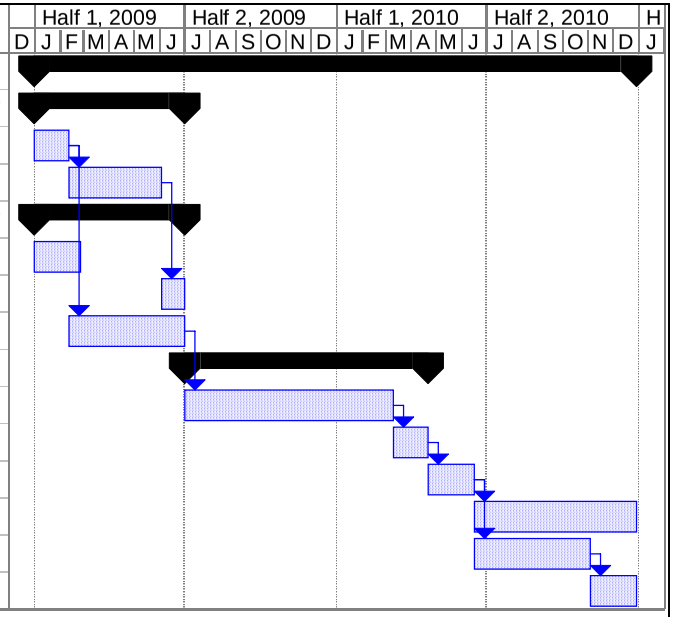
A feasible **conceptual schedule** for design, construction, commissioning and move-in (occupancy) of both floors is represented on the next page. This schedule assumes that a schematic design process would begin in January of 2009, and the project would be complete before the end of 2010. This aligns to the schedule outlined in the Library's Long Range Plan, which identifies completion of this effort by FY 09/10.

As illustrated in the conceptual capital cost model, the cost of time must be factored into schedule decisions. Escalation in construction costs must be factored into a total project budget, and therefore the sooner you begin a project the less the project will eventually cost (given the same scope). If the development of initial funding sources delays a project start, that amount of time must eventually be accounted for in the total project cost.

Immediate Next Steps

Selecting a design team and completing a schematic design will establish the actual construction cost budget, and therefore the total project cost. Program validation, pre-design and schematic design to define the scope of renovation, new construction and new furniture, fixtures and equipment may require investments to equal 25 % to 35 % of the design fees for the entire project to provide a cost consultant enough information to develop an accurate construction cost. Based upon the conceptual cost model provided earlier in this section, it would be prudent to **allocate $ 60,000 for this effort**. The actual costs will be dependent upon the design team selected and negotiation of their scope to achieve the intended result – an accurate construction cost for the project.

ID	Task Name	Duration	Start	Finish
1	**Colleyville Public Library Renovation and Expansion**	**104 wks**	**Thu 1/1/09**	**Wed 12/29/10**
2	**Capital Construction Cost Budget Development**	**26 wks**	**Thu 1/1/09**	**Wed 7/1/09**
3	Design Team Selection Process	6 wks	Thu 1/1/09	Wed 2/11/09
4	Schematic Design	16 wks	Thu 2/12/09	Wed 6/3/09
5	**Construction Cost and Budget Development**	**26 wks**	**Thu 1/1/09**	**Wed 7/1/09**
6	Financing Strategies Analysis	8 wks	Thu 1/1/09	Wed 2/25/09
7	Phasing Strategies Analysis	4 wks	Thu 6/4/09	Wed 7/1/09
8	Operational Cost Model / Financial Plan	20 wks	Thu 2/12/09	Wed 7/1/09
9	**Design Finalization**	**42 wks**	**Thu 7/2/09**	**Wed 4/21/10**
10	Construction Documents	36 wks	Thu 7/2/09	Wed 3/10/10
11	Regulatory Review	6 wks	Thu 3/11/10	Wed 4/21/10
12	Bidding, Negotation and Contract Award	8 wks	Thu 4/22/10	Wed 6/16/10
13	Construction	28 wks	Thu 6/17/10	Wed 12/29/10
14	Furniture Design, Selection and Acquisition	20 wks	Thu 6/17/10	Wed 11/3/10
15	Commissioning and Move-in	8 wks	Thu 11/4/10	Wed 12/29/10



Project: conceptual_schedule
Date: Wed 10/15/08

Task		Milestone		External Tasks	
Split		Summary		External Milestone	
Progress		Project Summary		Deadline	

Appendix

resources and reference • process memoranda

Resource and Reference Material

[complete list]

Penn, Mark J., and E. Kinney Zalesne. 2007. Microtrends: the small forces behind tomorrow's big changes. New York: Twelve.

Process Memoranda

Complete Survey Responses

Question 1
What groups do you belong to? (Check as many as apply)

Answer Options	Response Percent
Leisure Readers	50.9%
Parents	45.8%
Professionals	32.2%
Educators	31.9%
Neighborhood Associations	26.9%
Students	26.3%
Children	24.0%
Kids	20.0%
Teens	17.7%
Community Service Organizations	16.9%
Book Groups	11.9%
Small Business Owners	10.8%
Seniors	10.7%
Lifelong Residents	10.6%
Corporate Businesses	8.6%
Health and Wellness Care Providers	7.6%
Community Leadership	7.5%
Cultural Institutions	6.7%
New Residents	6.6%
City Government	4.4%
Homeschoolers	3.7%
Elected or Appointed Officials	2.9%
Library Staff	2.1%
Physically or Mentally Challenged	1.9%
Local Media	1.3%
New to America	0.8%

In addition to the list offered, Respondents identified the following groups they identify with.

- 5th grade student
- Advocate of the taxpayer to ensure against Fraud of taxpayer's money.
- Art groups
- AP US HIST. TEACHER AT GHS; ALSO RESIDENT OF COLLEYVILLE
- Authors; writers groups
- Bible Study
- Bird lover
- Boy Scouts
- CASA volunteer
- Church groups, community theater
- City of Colleyville employee
- Colleyville Chamber of Commerce
- Colleyville Garden Club
- Colleyville Lions Club, Library Board
- DIY
- Fitness
- Football, wrestling
- Former manager of Historical Archives at County
- Gardener
- Yoga!
- Graduate Student
- History
- Homemaker
- Homeschooled student
- I am a member of your Book Club.
- I am speaking for my whole family.
- I like Clique Books :)
- Information Specialist/Librarian
- Instructional Technologist
- Library professional
- Lions clubs
- Local Bible Study leader
- Master Gardener
- Moved here 4 years ago
- Need large print books
- Neurologist
- None - we don't need a Colleyville library
- Not a resident of Colleyville
- Not Lifelong residents, but I did sign up for my card the day you opened! I was waiting for a library in Colleyville for a long time. Thanks!
- PTA

- Realtor organization, quilting
- Veteran
- Volunteer
- World class critic

Question 2
How often do you use the Library in Colleyville?

Answer Options	Response Percent
Several times per month	21.3%
I don't use the Colleyville Library	20.3%
Several times per year	19.4%
Once a week	12.5%
Once a month	10.2%
Several times per week	7.9%
Once a year	5.7%
Didn't know Colleyville had a library	1.6%
Daily	1.0%

Question 3
If you do not use the Colleyville Library, please check all reasons why.

Answer Options	Response Percent
No time	14.0%
Inconvenient hours	14.0%
Does not have what I need	14.5%
No transportation	2.2%
Inconvenient location	5.8%
Don't know what the Library has for me	9.0%
None in my area	6.1%
Buy my own books at local independent bookstores	17.4%
Buy my own books at large bookstores	27.1%
Use another library	38.0%
Other (please specify)	28.1%

1. I will be using the library for an advanced research project but will need inter-library loans as they do not have the materials I need.
2. I am on staff, and am there daily.
3. Need to be open longer on Sunday when folks are off work.
4. Don't read many books did that at TCU
5. Go to another library, with friendlier staff
6. Use Amazon Kindle to get most of book wirelessly.
7. I use the web, and Kindle
8. Access information on line at home
9. Parking is sometimes a problem

10. Due to problems I've encountered with the library (unable to use the facility rooms, preschool reading time, unable to locate a book...in timely manner) we have used other resources for our needs.
11. I teach in Colleyville, but live in Bedford. I am very interested in reading programs for my students, though. I am also interested in any used books for my classroom.
12. Don't live in Colleyville
13. I am not a resident of Colleyville.
14. Though I teach at Colleyville High School, I am a Grapevine Resident. Unfortunately you require me to pay to use your library. It seems to me that when two communities share a school district, and the attendance areas of the High Schools and the Middle Schools mix the two communities, the libraries should really have a reciprocal agreement.
15. I am not a resident of Colleyville.
16. Did not know Grapevine residents could use it.
17. I live in Grapevine
18. Don't live in Colleyville
19. Have been using Grapevine
20. I just moved to Colleyville in March and have not had the chance to visit the library.
21. New to the area
22. I share books with friends.
23. I live in Keller and use the Keller Public Library. It would be wonderful to be able to have access to the Colleyville Library.
24. No need for an expensive immediately outdated "book library" when you have the Internet.
25. Just moved here this year- have heard of library but haven't had the time to go explore! :)
26. To far away from Bedford.
27. Reading a series of books which the library does not yet have by Brock Thoene
28. I've never been to that library
29. WAS NOT PERMITTED TO USE THE LIBRARY FOR REVIEW SESSIONS FOR MY STUDENTS PREPARING FOR THE AP US HIST EXAM MANY OF WHOM LIVE IN COLLEYVILLE; OTHER LIBRARIES IN THE AREA ARE MORE ACCOMMODATING
30. I just don't go to it. I also use my school library instead.
31. COLLEVILLE LIBRARY
32. COLLEYVILLE ELEMANTARY
33. Sometimes I don't have time
34. I use the grapevine public library
35. I was told that since I'm a Grapevine resident I could not use the Colleyville library.
36. No information-hours activities, etc.
37. Do not live near it
38. Library has not been friendly to teachers in the district who do not live in the district. There was no cooperation given, such as the Grapevine Library gives, so I avoid the Colleyville Library and travel past it to go to Grapevine, which honors the teachers of this district.
39. Would use more but hours are inconvenient - especially on weekends need longer hours for high school students and seniors
40. I teach in Colleyville, and my students all use the library, but I live in Flower Mound
41. Am not a Colleyville resident and the charge to get books there is ridiculous considering the library is not all that great!
42. It never occurred to me to go to the library until recently. I will frequent it this summer.
43. Isn't there a fee to use the library if I do not live in Colleyville? Can I use my ft worth library card at Colleyville library
44. I teach in GCISD, but live in another city.
45. Not a resident of Colleyville.

46. In 3 visits the CV Library did not have what I needed, and could not get it quickly enough to be useful for my Book Club
47. I am a Grapevine Resident but live closer to the Colleyville Library. It would be nice if I could get reciprocal membership to your library. Also, it would be nice if you were open on Sundays for students to work on assignments.
48. Not enough copies nor variety of new releases
49. I live closer to Colleyville Library; I have kids in GCISD but live in Grapevine so I go to the Grapevine Library because it is free.
50. I'm worried I'll forget to return my book!
51. They started charging a fee to Grapevine residents even though we live ALOT closer to Colleyville.
52. I live in Grapevine, so I use the GPL.
53. Would like hours extended a bit on Saturday (afternoon)
54. Just never thought of going to the Colleyville library, since I'm a Grapevine resident, I just go to the Grapevine Library
55. The library requires a $25 fee for non-residents.
56. I use the library more in the summer months when I have the flexibility to go during open hours.
57. Not open when working people and students would use it. Close early in the evenings and on weekends.
58. Don't have hours in the evenings and weekends when students and working people can use it.
59. I pay to belong to the Grapevine library - the Colleyville library has too few resource materials for my kids and too small a selection for personal reading. It is a shame - lovely facility - no books.
60. I live in Grapevine.
61. I don't like to read books.
62. Don’t like the limitations on how many items I can check out at once
63. I live in a different community, but work here in Colleyville
64. I work in GCISD but live in Fort Worth
65. Library in Colleyville is too expensive for a city of this size and frequently is out of date for periodicals and forms.
66. The Library needs to have Sunday hours.
67. Don’t always think about it.
68. I volunteer at the library during the summer, so I come to the library daily, but during the year I rarely have time with schoolwork, soccer, or band. Usually I just buy my own books. Also, I don't have a driver’s license yet, so I don't have my own transportation.
69. Very limited selection
70. I only use another library if the CL does not have the book I want.
71. The internet is a great resource and I buy the books I want to read
72. I don't like to read
73. New books often are not at the Colleyville library when the books come out in the bookstores
74. With the Internet for information searches I do not believe that we need as many brick and mortar libraries as in the past. I would like to see school libraries expanded to service local communities and stop duplicating services. The last 4 times I have been in a library is when I was traveling. I stop at libraries to use public computers and safe public restrooms.
75. No need for me 58 old female working
76. Hurst Library, seems to be nicer staff...willing to look up anything.....willing to get anything I need.
77. Would be helpful to have Sunday hours and/or stay open until 9pm during the week.
78. Only use as needed. Web has most resource info required.
79. We are snowbirds and look forward to using your library went in Colleyville. In northern Mn the funding for our library is not as good.
80. Primarily use original documents for research, and use only nonfiction.
81. I constantly have late fees do to short check out times. But I still come.

82. Limited books on CD selection
83. Most of my information research is done on the computer and I have facilities at home.
84. The Colleyville Library is too noisy. I'm told it's loud because the acoustics are bad (in a new specially designed building?) The library employees are themselves loud. Several times I've had to ask the library employees to lower their voices. It doesn't make for a pleasant experience.
85. I hoped the CV library would be useful, but, it did not have books or items I needed, had inconvenient hours, and the interlibrary loan dept was poor. I end up using the Southlake Lib exclusively. Would like to see an adult book club in the evenings. I work,
86. I used it more when my children volunteered and needed to check out books. Now I download books on my Kindle.
87. I don't have time to get to the library after work, even on the evenings it is open later. I usually shop at Half Price Books for what I need -- usually something my son needs for school.
88. Forget about the option
89. Just forget?
90. Other local libraries have longer hours i.e. open later during week and more hours on Saturday. Use inter-library loan a lot since Colleyville lib doesn't usually have all books/media that I desire.
91. Fees are very high!
92. I would like to see more extended hours in the evenings and weekends, as I am a working Mom.
93. Buy used books online.
94. We were granted access to the Colleyville library when we evacuated because of Hurricane Rita. Now that we are back in Beaumont, we don't use the library. However, we were very grateful for the kind consideration we received from the staff of the library while we were in town.
95. It is often noisy and I have never heard librarians ask patrons to keep noise down. Extremely distracting to have someone carrying on a cell phone conversation or have children running around with parents across the room.!!!
96. I work in another library and use their collection.
97. The hours for people that work and their respective kids.
98. Busy schedule
99. Although I still teach in GCISD, I have moved to Lewisville for the past three years. I lived in GCISD for 22 years. I would like to still get use the Colleyville Library because that is what I am closest to during working hours and it is working with Colleyville and Grapevine students. I would like to see you open your city patronage to local teachers.
100. I am an educator at a middle school in the district, but the Colleyville Library has not supported local educators if they do not live in the city.
101. I teach in the district but do not live in the district and the library would not allow me to check out books.
102. I live in grapevine and use the grapevine library
103. I do not reside in Colleyville
104. Does not have a large selection yet of books I like to read. I enjoy adult large print mysteries and audio books.
105. I teach in Grapevine but live in NRH.
106. Doesn’t have very many teen books
107. When I can remember to use it, I try. Otherwise I'm just at a bookstore and buy the book I'm looking for. I come to study sometimes as well. I am also a slow reader, and rarely have time to finish a book by the due date.
108. Do not need the services of a local library any more.
109. It is often noisy. Loud unattended children and people talking on cell phones!!
110. Buy books at garage sales; way behind on reading what I've bought. Use library to find missing books in series I'm reading.
111. Just forget that its there

112. Information I need is more up to date on the web
113. Live in MA
114. Don't live in Colleyville
115. The library is VERY LOUD. Not only are patrons allowed to talk loudly (and children run wild), but the employees of the library are also talking across the library to each in quite loud voices. I was in at one time over the summer and the general noise level was so loud I couldn't believe that I was in a library. I've been in Wal-Mart when it was quieter! I just can't read when books are being banged around, drawers and doors are being slammed, people are talking too loudly, and kids are running around with little or no supervision.
116. Use a bookswapping site, bookmooch.com

Question 4
Please check any other libraries you use in the area.

Answer Options	Response Percent
Grapevine Public Library	51.8%
Hurst Public Library	22.9%
Bedford Public Library	18.7%
Euless Public Library	15.1%
North Richland Hills Public Library	14.4%
Southlake Public Library	10.7%
Fort Worth Public Library	7.4%
Tarrant County Community College Libraries	5.1%
The University of North Texas Libraries	4.8%
The University of Texas at Arlington	4.2%
Keller Public Library	4.0%
Arlington Public Library	3.0%
Dallas Public Library	2.6%
Irving Public Library	2.5%
Watauga Public Library	2.3%
University of Texas Libraries	1.9%
Texas Christian University Library	1.9%
UT Southwestern Medical Center Library	1.4%
Texas Wesleyan University	1.4%
University of Dallas Library	1.1%
Baylor University Medical Center Library	0.9%
Dallas County Community College Libraries	0.9%
UNT Health Science Center at Fort Worth	0.9%

- Beaumont Public Library
- Bransford Elementary School Library
- City of Denton
- Colleyville Elementary (multiple responses)
- Colleyville Heritage High School Library
- Coppell (multiple)
- CTMS School Library
- Dallas Theological Seminary
- Denton Public Library
- Firestone Library
- Fort Worth Law Library
- GCISD elementary library at my campus
- Grand Prairie, Texas
- Grapevine High School Library
- Haltom Public Library (multiple responses)
- Haltom Library
- Heritage Elementary Library
- I have the TXshare card and cards for Burleson and Haltom City

- I use Hurst because I live in Hurst.
- Lewisville Public Library (multiple)
- Manitowoc Public Library, Wisconsin
- McDermott Library at UTD
- My church library
- Nokia Library
- Plano Library
- San Diego Public Library
- School library
- SMU Theological library
- Southern Methodist University Libraries in Dallas
- Speer Library
- Tarrant County College (it hasn't been Tarrant County "Community" College in years!
- Teacher: school library
- Texas Woman's University Library (multiple)
- The Flower Mound Library and the Lewisville Library
- Used to go to Hurst before we had library in Colleyville; now I use Colleyville
- UTA
- Various High school and junior high libraries

Question 5
Do you also go to local independent or large bookstores?

Answer Options	Response Percent
Barnes and Noble Booksellers	76.8%
Borders	79.9%
Half Price Books	65.1%
Generation X Comics	0.4%
Family Christian Bookstore	21.0%
Loan Star Comics	0.5%
Waldenbooks	5.6%
Other (please specify)	5.4%

- Alibritis.com
- Amazon.com (multiple responses)
- Resale vendors are my largest source of books for gifts and personal use. When I'm finished with books I donate them to a small rural public library in west Texas.
- Books A Million (multiple responses)
- Connections Bookstore in Fort Worth
- Costco (multiple responses)
- Sam's Club, local stores
- Family Christian Store
- Garage sales, estate sales
- Grace-donated books
- GRACEFUL BUYS
- Half.com (multiple responses)

- Barnes and Noble and Borders sometimes only when i'm really really board not but once a year if that
- I try to use the library exclusively. I only purchase books when I cannot get them from the library.
- Internet (multiple responses)
- Lifeway (multiple responses)
- Mardels
- Most of the books we buy are from Half Price Books.
- Target (multiple responses)
- Wal-Mart (multiple responses)
- Thrift stores (multiple responses)
- Used bookstore in Denton
- Warwick's
- Williams chicken

Question 6
How do you get to the Colleyville Library? Please check all that apply.

Answer Options	Response Percent
Car	92.3%
Walk	7.7%
Bike	5.2%
Taxi	0.2%
Other (please specify)	6.6%

- I live in the Village and most of the time I walk to the Library.
- Motorcycle
- Would be easier to walk if Walkways were integrated from Market Street/Community Center area to Library. HELLO! Why wasn't library built together with all this like the planning they did in Southlake?
- There are no sidewalks to/from library to our neighborhood
- I would drive if I visited.
- School bus
- Would love to bike or walk but not safe
- Would prefer to walk if sidewalks were installed on 26 since it is a walkable distance
- bicycle
- Llama or Elephant
- Usually zebra
- My mother drives me to the library.
- Motorcycle (multiple responses)
- I do not feel welcome at the Colleyville Library.
- Scooter

Question 7
Why do you use the library? Please check all that apply.

Answer Options	Response Percent
eBooks	3.8%
eVideos	2.1%

eAudioBooks	7.7%
eMusic	1.8%
Adult Fiction	50.0%
Adult Programs	4.6%
Attend Meetings	6.7%
Borrow Books	53.6%
Borrow DVDs	45.0%
Borrow Audio Books	23.3%
Borrow Music CDs	22.2%
Reference Assistance	15.7%
Library Computers / E-mail / Internet Access	11.3%
Children's Books	38.3%
Bestsellers and Popular Materials	29.8%
Quiet Place to Read	14.3%
Browse Magazines	22.5%
Hang Out with Friends	3.2%
Study or Do Homework	11.0%
Tax Forms	3.7%
Children's Programs	21.4%
Friends of the Library Bookstore	7.2%
Interlibrary Loan	9.9%
Teen Books	18.2%
Other (please specify)	12.2%

1. I don't use the library
2. Consumer Reports
3. Consumer reports etc.
4. Also staff - work there
5. Non-fiction is my favorite, especially biographies and autobiographies
6. My daughter comes to do homeschool work one day a week
7. NA, but had to answer to proceed with survey
8. Use the other libraries for this; not a member of the CV library because I live in Grapevine.
9. None of the above
10. Study room
11. I use the computers, the library network helps shield my identity on the internet while investigating fraudulent securities and posting on message boards.
12. # 21 on your list is impossible
13. Children computer/software
14. Volunteer with Children's programs
15. I encourage my students to attend the children's programs.
16. Kids need homework materials
17. Nonfiction-History
18. I would use the library if I knew where it was...
19. Do not use the library
20. I used the library most when my children were young. Videos, Interlibrary loan, computer classes, teen, books and programs.
21. I do not use it.

22. I would use it for educational materials and references for my students as well as personal interest reading.
23. I haven't been there
24. I sometimes borrow books for my students to use.
25. Don't use
26. I buy books at Borders because I like to read
27. I don't go I'm a kind of kid that doesn't much like reading
28. To tutor my students
29. Race to Read, Holiday program
30. Never been
31. Don't live in Colleyville so I didn't know I could use it
32. I don't
33. Teenagers would use more if open longer on weekend
34. Christian books
35. Because I LOVE to read!!!!!
36. I use the study rooms
37. Don't use
38. I do not live in Colleyville.
39. eJournals for research
40. I don't use it!
41. n/a
42. School research
43. I do these at Grapevine Library since it is free.
44. Travel books prior to trips
45. na
46. Chess Club
47. I have taken my daughter there for school research.
48. Would like more organized book groups such as Mom & Teen Summer Book Group
49. Myself
50. Library events
51. Non-Fiction: Cook Books
52. ADULT NON-FICTION
53. Would like to see more kids eaudiobooks
54. Don't use your library
55. Sci fi
56. I don't use the library
57. History books
58. I don't use the library.
59. To use the bathroom (none at home)
60. Use the bathroom
61. Medical info/self help books
62. Children's movies
63. Used your computers to judge National Art Shows.
64. Look for business books and other nonfictional religious material
65. Sci-fi
66. Newspapers
67. Help out at the library
68. Non-fiction (History) books
69. Volunteer with summer reading program
70. Help at Chess Club

71. Bring my kids
72. Play area for my toddler, while I use or locate library resources for my homeschooling grade school student. This is probably the most compelling feature (to me) for choosing Colleyville Library over Hurst or Grapevine libraries (which usually offer a wider selection of material, but aren't as conducive to my being able to keep tabs on both kids whose needs differ).
73. LOVE when you guys have "other" activities for the kids. I have a 9 and 12 yr. old and we try to attend these special events usually held on the 2nd floor. LOVE THEM!
74. Homework research projects
75. Therefore I do not use any of the above
76. I would go to do more research but it is a very noisy library and with children running around and adults talking loudly, it is not very conducive to research. Now, if there was a dedicated quiet area.....
77. Would be interested in the eAudioBooks, eBooks, eMusinc and eVideos, but not sure how they work.
78. As needed
79. Newspapers and periodicals
80. Occasionally check for nonfiction purchases
81. Children's Computer games, children's toys (dollhouse, dinosaurs)
82. Travel books
83. Newspapers
84. Adult Nonfiction, Dogs, Genealogy
85. Work related
86. Children's area is well equipped and my granddaughter likes it
87. Nonfiction Books
88. Your staff is very helpful and friendly.
89. I have used the computer at the library on a rare occasion when my home computer was not operational. I like the sales held at the library -- the first one I attended was the best (it had a lot of software for sale). We attended a couple of functions offering family type entertainment and really enjoyed them, but I'm not sure if the library does that anymore.
90. Adult Non-Fiction
91. Quiet place to do paperwork from work
92. Use databases for work research
93. My kids LOVE LOVE LOVE the library and the childrens' play and computer area
94. Books on tape
95. Made donation
96. I would use other libraries that are more convenient. See above
97. Computer
98. May start using it.
99. Wi-Fi Access
100. I live in Grapevine so I do not go to the Colleyville Library.
101. Adult Non-fiction
102. Plan to borrow DVD's one of these days
103. Newspapers
104. Have not used library
105. Don't use - please no more surveys
106. Children's DVD's
107. I like to use the library for school projects and to read new books by my favorite author - Haddix!
108. Genealogy
109. Adult Non-Fiction
110. Enjoy the reading programs and wish there were more activities for mommies working outside the home - things later in the evening or on weekends

Question 8
How would you currently rate the Colleyville Library on the following? "Five stars" is the highest rating.

Answer Options	1 Star - Poor Performance	2 Stars - Some Room for	3 Stars - Just Fine the Way It Is...	4 Stars - Very Well Done	5 Stars - Excellent Job!	Rating Average
Collections and Resources	42	178	101	109	57	2.919918
Public Access to Computers	16	52	180	136	108	3.544715
Getting Materials from other Libraries	21	56	143	92	123	3.551724
Staff Help	18	29	135	160	226	3.963028
Reference Assistance	17	33	138	154	157	3.803607
After School and Educational Programs	22	96	125	85	69	3.209068
Teen Programs	34	78	139	66	46	3.033058
Summer Reading Programs	12	34	110	124	186	3.939914
Hours Open	68	187	148	128	82	2.949429
Senior Programs	21	62	156	54	40	3.09009
Website	24	85	153	101	91	3.330396
Available Seating	33	149	136	138	125	3.297762
Comfortable Seating	18	88	166	155	161	3.60034
Fosters a Love of Reading	23	54	137	129	139	3.63693
Helps Students	19	64	131	108	90	3.451456
Celebrates Community	18	38	137	135	113	3.650794
Children's Programs	12	48	108	136	176	3.866667
Adult Programs	31	130	128	76	56	2.990499
Cultural and Arts Programs	28	109	131	72	47	3.002584
Book Club and Author Programs	23	104	141	64	49	3.031496

1. I would live to see the hours extended. That way the library is open to students after school and in the evenings.
2. Should remain open longer on Saturdays.
3. Very nice staff helpers
4. Is there a teen program?
5. A way to request new published books online. Also way to view all new books you have get received that month
6. Need more room; like to get to know the staff
7. I think we do fine with the staff that we have! We are all working our hardest with what we have.
8. Need hours that are in synch with when the kids are out of school, after work -- the library is never open when students/parents aren't working. More appealing outreach programs to underserved communities (seniors/teens).
9. Requesting books on line needs to be streamlined.
10. Need more programs aimed at teens that don't necessarily follow public school schedule.
11. Don't currently use, but would like to.
12. I think the fees for late return are high.
13. I think the summer programs for children reading are not easy to understand. Maybe a favorites by grade/age would be good to help parents guide kids to a new series of books... help them branch out a little.
14. I didn't like the original book club that only read books which had been made into movies (and then the club watched the movie together). I don't know what the book club is like now. You should advertise it more.
15. Sunday hours would be helpful.
16. I have never been in it so I can't respond.
17. A "Do Not Know" or "Not Applicable" column might have been helpful to avoid confusion of responses to areas which are not known.
18. The night deposit box is inconvenient. You have to get out of the car to put a book in the box, which is kind of scary late at night. Also many times the box is so full you could reach in and take a book out of the slot.

19. Longer saturday hours. Not open enough on weekends
20. I hate to mark any of these because I've never been in the library
21. I love the Public Library because they have so much assistance.
22. To go to check out books
23. The library is ok but is to loud with children and adults don't care how loud there child gets
24. The times for me are not really convenient for my family and I. And the reference person doesn't really no what to do.
25. Over all it's great!!!!!
26. Excellent books!!
27. Chairs by magazine area are too close to kiddie area - often noisy with little ones also more chairs needed for young adults and seniors. Unaware of any senior programs - never seen anything advertised
28. The website is very hard to use and confusing. It takes me a long time to find what I'm looking for.
29. I love your library I just need those clique books
30. I don't know anything about your adult programs or your Book Club programs - where are these advertised?
31. Need additional space for teen seating and expansion of books selection
32. I am very impressed and happy to see that you have such a big collection of children's audio books. I have students whose parents are not able to read to them so audio books are a big help! I am also very happy that you have so many new and current books. I just wish you were open on Sundays and more evenings.
33. It's difficult to find the link for renewing loans online.
34. I am really not very familiar with the library. I have visited a few times when it was new, and didn't find much there. I think I would have heard about some of these programs, if they were very successful.
35. ANY time I need assistance, they are always more than willing to stop what they are doing and help either myself or my kids. It is never a bother to them to help us. Great facility, lots of information, we LOVE the DVD selection they have.
36. Don't know answers since go to a different library. Would be nice to allow GCISD students availability to obtain a free library card.
37. In my visits, circulation staff was not willing to help me find a section. The staff member told me to wait at the reference desk until someone was available to help me. I walked around the library until I found the section I needed. On another visit, the reference librarian could not help me in the children's area. At the time, there was not a full-time children's librarian and she was already gone for the day. So I was on my own. I think all staff should be able to help in all areas.
38. Please add more classical music, general and opera and more classic movies on DVD.
39. I'd like to see more chairs in the kids area for parents...Would like a bigger area for the kids to read. Possibly reading nooks in the children's area. A computer to surf the web in the children's area. Reference books for children in the same area. Right now we have to go into another area to look up something on the library computer. It's too far to surf the web with kids at my side. Please have a bathroom (2) preferably in the children's area wherever they should move the area to. I would love to see more books on the shelves. Last year for the summer reading program they were pretty much wiped out with books.
40. Haven't been since they started charging Grapevine residents
41. As far as a quite place to read is concerned, this is the loudest library I have ever been in -- and having a graduate degree, I've spent time in lots of them. I do hope that as you expand, you will consider putting the adult areas somewhere quieter. Even the library employees yelled across the room to each other last summer when I was there with my son. It was such a loud place that we ended up going to Border's and reading there.
42. Some Web applications such as Flash are not reliable. More headsets for listening are needed.

43. Need a quiet area to read, magazine area far too noisy with children's area right there. Have adult area upstairs, with children books downstairs. Very noisy during programs that are upstairs if you are trying to study downstairs. Hear the children jumping/dancing. I think if you be good to distinguish adult/ children. Have computers both up/downstairs.
44. Work with city to make walkways on 26 to the Community Center Area (Lifetime/Market Street) and all the neighborhoods off of Hall-Johnson Rd. With sidewalks & pedestrian cross-ways, it would enhance the pedestrian nature of Colleyville, and therefore it's overall ambiance & appeal as a community. KEEP LIBRARY OPEN ON SUNDAY& LATER AT NIGHT. Encourage Colleyville to open a JAMBA JUICE, or even a family burger/sandwich cafe for families & teens who regularly visit the library -- a lower cost eating establishment
45. Book selection is good, but could be better if linked with other area libraries - such as Ft Worth
46. Need kids books better separated by grade level - sectioned so that it's easy for an elementary student to easily find books on their required school reading level
47. We do not go frequently enough to evaluate any of these categories. Honestly, don't know what hours or programs are going on right now.
48. The staff is great. We're a new library and we don't have the collection of larger libraries. However, the staff will get you anything you want...no matter how obscure.
49. I heave not used the Colleyville Library
50. Library should be open on Sunday afternoons. Need more programs for middles school and up especially for boys. Need to work on developing a larger collection and more seating area.
51. Can you add weekend children reading programs for parents both have to go to work?
52. Grapevine PL provides way more resources and has lots more too.
53. The selection of DVDs and CDs has improved greatly in recent months.
54. Please increase the number of Books on CD.
55. I would welcome more scientific books
56. Use library for audio books during travel - not familiar with programs
57. Really needed a Not Applicable column. I rated all but do not use all of them.
58. The hours of the library are horrendous as opposed to the hours of the Irving library. I find it much easier to go to the Euless library because it is larger, has better hours, and a better location. The Irving library has the best hours. The hours of this library are very inconvenient for teens.
59. I am not familiar with the Colleyville Library services.
60. Book selection needs to be increased for teens. Very limited medical/self help books available.
61. How about a summer reading program for children whose parents work outside the home?
62. Would love to have more books on tape in your collections.
63. You need more teen books! :)
64. HOMESCHOOL curriculum for checkout, cubicles with many listening stations with and without headphones for cd's, T.V. with cd and vhs capability, educational nonfiction cd's on volcanoes, weather..., visiting area with coffee, juice, and light snacks (Like Starbucks) .Ceiling fans to keep it cool! More educational speakers like the science program recently presented!
65. Would like to see a larger selection of history
66. The library is quite noisy, however, including some of the staff, which is distracting at times. Better emphasis on keeping it quiet (signage reminders, staff reminders to children, etc.) would help foster a quieter environment in which to read and learn. Also, perhaps moving the children's section upstairs might also help with that, keeping the main adult sections/materials on the main floor.
67. I am a teen and I haven't ever heard of teen programs for this library. I know there used to be a teen book club, but even if that started up again, I'm not sure if I would join. I am an avid reader and if I had my choice I would spend most of my time reading, so I love the how the library fosters that love of reading. I volunteer with the summer reading program and I think that it's a wonderful program. All of the activities that are geared more toward the younger age groups are fun for the kids. Even I enjoy volunteering at them!!

68. Closes too early...
69. Love the children computers
70. You should have a support group or something for the homeschoolers
71. Disclaiming first that I'm not generally a fan of rewards-based coercion/encouragement, ... I wish there could be some other ways to encourage summer reading for the pleasure of reading (as opposed to the bribery of "treats"). Perhaps a day/time with snacks provided to sit and read, or a read x book before a movie preview, or best essay for various age groups, or dress as your favorite character, or just something more hands-on and involved than just spinning a wheel for a prize. That said, as far as rewards-based systems go, I do think that Colleyville's program is among the best that are local to us. It's inviting, fun, and I think the number of req'd books (8) is both attainable in the kids' mind but not unreasonably few or too many. VERY pleased with and proud of Colleyville's programs, development to date, and staffing!
72. Some of the librarians are actually very rude. This one of the reasons I don't like coming to the library. One the other hand, a few librarians are very nice and responsive.
73. THE STAFF ARE WONDERFUL!
74. Staff is ALWAYS helpful, always willing to stop what they are doing to assist.
75. You need to have multiple copies of popular books and the books should be available within a few days after the book comes out in the retail stores.
76. The summer reading program is outstanding!
77. Need more seating and a lot more study rooms.
78. Not enough info to answer other items
79. Cannot check "quiet place to read" as library is always noisy with moms on cellphones and loud children. I hope the new addition will provide a separate children's area.
80. Those who work at the reference desk are always very helpful and always friendly. I have appreciated their willingness to go the extra mile.
81. It is often difficult to read in the comfy chairs because the children are so loud in that area. Maybe there could be an alternative place to sit and read away from the kids.
82. A very pleasant place to visit and take children
83. Library is getting too noisy to relax and read. Moving the children's area to the second floor would be ideal.
84. I think I saw the eBooks last time I was on the website, but I could not figure out how the program works.
85. The staff is wonderful and they do a fantastic job on the summer reading program.
86. Needs more books and sources like the Grapevine Library has. Being open on Sunday would help students too.
87. I thoroughly appreciate the library and having access to so many authors. I read approximately 6 books per month, for entertainment, and would never be able to afford satisfying my desire to read if I had to pay for each book. I also would not be as willing to try new authors if I had to buy the books.
88. Some movies I would like are not carried at this library.
89. I don't use many of those resources listed above.
90. Very noisy at times with children scooting all around, especially during the summer. You need to offer a program on how to behave in a library - the audience should include mothers who seem to think that they are not responsible for the behavior of the group of kids they bring to the library.
91. Need work on maintaining "order." Sometimes the noise is unbearable. I understand this is not the 1960's, when "SILENCE" was enforced, but noise does get out of hand, especially with children and talkative staff making it difficult to think.
92. I don't use the library enough to be able to evaluate.
93. Would like more info on teen programs
94. Not applicable to me- Senior programs

95. I can't comment on many of these areas because I do not use these services. I like this library because of the exceptional staff. They genuinely care about us, the local patrons!
96. I have not rated any items with which I am not familiar.
97. You have too few books. You obviously spent your money on technology instead. Also, the place is often too noisy to be comfortable to read in.
98. The staff is fabulous. It's a new library and we could use more materials.
99. The link to the library web site is hard to find from the City of Colleyville main page, and I'm an information person - you really have to know where to begin "drilling down" to get to it...the library should have its own main link on the City's main page to help promote it and for ease of patron use.
100. I don't really use the facilities, so don't think I am a good judge of needs assessment.
101. More young baby playtime/programs would be GREAT!
102. All of the library programs are the highest in the area and the staff is the most helpful.
103. Great collection of audio books
104. Staff was very helpful getting books that my child would want to read. Thank you!!!!
105. Would be nice if Summer reading club were open to everyone like Southlake is.
106. Reference assistance is very good
107. You people could use some more children and teen books get some new books because you are missing some books that I wish were available but are not.
108. I d not use the Colleyville library.
109. I have not been able to utilize these programs
110. It would be nice to have the adult section on the second floor because of the stairs. I think parents would be more open to a downstairs children/teen section than upstairs.
111. Expand teen area...more computers.....more reference material.....MORE BOOKS!
112. Poor lighting for us "older" eyes!
113. Do not live in the area
114. I am only aware of the summer reading as my children have brought that home from school BUT were not allowed to participate because we do not live in Colleyville - they DO attend Colleyville schools.
115. Can't rate if don't experience or use facility
116. You should have a "don't know" section on the above question in case you've never looked into a specific category
117. For our working parents, we work from 8:30am to 5:30pm Monday through Friday. So basically after work, arriving home, finishing dinner, it has been around 8pm. But mostly library will be closed at 8pm. Sunday is also closed. Also a lot of children's programs are operated during weekday working time. So we cannot use them at all. Could library consider to extend working hours or put some children's programs on weekend? Thanks
118. I haven't been there, so I couldn't tell you.
119. The website is very confusing. How do you register? Do you have to first go the library? It is not very functional.
120. I have only used the children's program in a meaningful way; it was excellent.
121. Cannot rate because I haven't visited.
122. I don't know anything about the library because I don't use it.
123. Interested in events like the jugglers. Do you send out emails to let people know about programs like these?
124. It is VERY VERY noisy. Even the staff is loud.
125. Extend Saturday hours
126. Website should have link to the city

Question 9

What are the most important materials the library should have to serve the whole community? Please rate the value of each item.

Answer Options	No Value	Low Value	Valuable	Highest Value	Rating Average
Children's Books	6	9	242	500	3.632761
Career Guidance / Job Seeking	21	129	420	148	2.967967
Community Information	7	92	439	190	3.115385
School Curriculum Support	13	35	267	407	3.479224
Adult Basic Education	19	112	445	146	2.99446
English as a Second Language	66	208	341	93	2.65113
New Books and Bestsellers	5	18	331	408	3.498688
Adult Non-Fiction	7	21	498	218	3.245968
Reference Material and Resources	6	16	263	456	3.577598
Local History	14	146	399	161	2.981945
DVDs and CDs	9	103	439	207	3.113456
Children's Audio/Visual	9	53	389	278	3.283951

1. More self-help, how to books -- especially for aging citizens, senior citizens
2. Would like a wide selection of audiobooks.
3. You need to expand the audio book section and the e-book selection
4. All of the listed items are essential for a good library. We need our libraries to meet the needs of our entire community. Some members of our community have many basic needs, like a better education so that they can increase their earning potential and better support their families, or access to books to their children because they otherwise could not afford them. Other members of our community have all of their needs met, and the library for them offers an opportunity to save money, and to protect the environment by borrowing what they would otherwise purchase and later dispose of. It also is essential for offering a sense of community and a bridge between community members that come from different backgrounds and have different needs.
5. Additional copies of local school required reading
6. Computer access terminals
7. MOST OF THE BOOKS THERE ARE GOOD.
8. I was surprised to see the size of the children's library. I thought it would be bigger. Maybe, I was only in one section.
9. I just like music more than reading i never go though so i put what i like most
10. It would be nice if they had harder children's books
11. Your library is great
12. The DVD's are quite scratched (the children's mostly)
13. Colleyville and Grapevine residents should be able to use both libraries WITHOUT a $25.00 fee. It is GCISD. If you are going to the school district to promote the library but only half the school district can use one of the libraries, then something is wrong. Make it easier on the students and parents.
14. Would love for the ebooks to be compatible with iPods
15. Interloaning is very helpful. Keep going on that.
16. Books on CDs very valuable for both children and adults. DVD's as poorly as most people take care of them, we could do without.
17. Surprised to find our library doesn't carry many top books in several categories, although we can get them on intralibrary loan, many should be on our own shelves
18. My daughters are in a Spanish Immersion program at their public school, so I would like to see more Juvenile books written in Spanish for them to practice this new skill.
19. Would be interested in college application, scholarships, grants, tax implications - all in one place.
20. Am I missing adult fiction on here?
21. More comics and sci-fi

22. The library has none of the reference material my sons needed for school (5th - 9th).
23. Need up to date forms (Pell applications, tax forms, etc.) Need much better newspaper and periodical selections.
24. More warhammer books
25. Personally, I enjoy adult inspirational fiction.
26. Limited information for me as an online healthcare educator
27. More teens will come if you have more of their kind of books. :)
28. More Teen books are a must.
29. I know that I may be biased in this matter, but I would love to see a wider range of books available to teens. Popular books, TAYSHAS books, top ten teen books, Bluebonnet books, and books required for school are vital to a library looking to attract more teens. My suggestion would be to make sure that all of the latest, and hottest, books are on the shelves. Maybe even more than one copy of these books. I know if I could drive here, I would rather check out a book, read it, and send it back without ever having to pay a penny rather than buy a book that can sometimes be costly. Perhaps ask teens around the library to write a list of recommended books to put on the shelves.
30. Some type of homeschool support group
31. More study rooms
32. I would love to see more books by Christian authors or themes.
33. Would like to see more genealogy materials
34. We use the DVD's and CD's a lot! But the books are more important.
35. I do not have children but feel that if more kids were raised to use and enjoy libraries - instead of video games - and develop their minds, it might help future generations.
36. The Colleyville Library shouldn't try to be all things to all people. For example, remember that there are other libraries available such as in the schools, at some churches, for senior residents, etc.
37. Interlibrary loan
38. Do you carry the Rosetta Stone series on learning a second language such as Spanish or Italian?
39. I don't think the library should be responsible for adult and/or ESL education. That should be part of GCISD responsibility. I think the library should support language learning for bilingual children in support of the school system.
40. School curriculum...sometimes we can't find a book that a teacher assigns. My child shares a book in reading class and wants to get a copy for herself, but usually there are limited copies in the library or none at all so we end up going to borders to buy the book. Maybe try to coordinate with the teachers so books can be available (on loan from other libraries?).
41. What about cultural events (I guess you would call it, i.e., music and entertainment by local artists)? I would rate this highly. Incidentally, if the library is expanding to the 2nd floor, would there be room to have these types of events in the future?
42. Your non-fiction collection is woefully lacking. Everything I want must be ordered from another library even if it's on the best seller's list.
43. It's important to provide materials appropriate for younger ages, to instill a love for reading and lifelong learning...but if you expect the parents to bring their children to your library, you must also have interesting materials for the adults to peruse while their children are there.
44. I think there should be a much better selection of science and technology books. Due to all the natural gas drilling in the area, I am interesting in reading a book on basic oil and gas drilling technology. I checked at the library and there was not a single book on this important technology.
45. I put a higher value on educational material and services even though I only use the leizure reading/adult fiction material.
46. Needs business materials
47. North Richland Hills library has a meeting this August to show home schooling families what they are able to do to help in educating our children. I think someone from Colleyville library should attend. I'm curious about this meeting and I'm looking forward to it. FYI

48. ESL is great and I admire the fact that you want to incorporate it. But in this community I would rather see money spent on other things.
49. Adult fiction (entertainment value only) not listed?
50. Up-to-date technical material to help computer owners would be of assistance
51. How about Spanish as a Second Language - High Value. English is the primary language of this country!
52. Adult Fiction has the highest value
53. I would like to see some Zydeco music (from Louisiana), and more ethnic/foreign music. Many times this is the only exposure to this type of music for people who don't travel internationally. I would like to see Indonesian gamelan, African, East Indian, classical Japanese and Chinese music, Brazilian modern and traditional, etc. Also MUZZY foreign language kits for children are excellent!
54. Are some of the genealogy websites available at Colleyville Library?
55. Would like to see early reader books categorize by the GCISD reading levels.
56. Again great to partner with schools in the areas, activities for the kids to come and learn about - dress up as your fav character or something like that -

Question 10
What are the most important services the Library can provide? Please rate all choices from least value to highest value.

Answer Options	No Value	Low Value	Valuable	Highest Value	Rating Average
Community Information and Referral	8	93	440	167	3.081921
Homework Help and Programs	16	79	361	248	3.194602
Children's Reading Programs	6	17	262	441	3.567493
Computer and Internet Training	18	140	395	169	2.990305
Public Computer Access	11	68	398	241	3.210306
Adult Education	18	115	444	135	2.977528
Teen Programs	12	45	393	251	3.259629
Basic Literacy Programs	29	116	374	174	3
English Language Skills	34	178	363	116	2.811867
Reference Assistance	5	18	351	333	3.4314
Cultural and Arts Programs	15	97	447	146	3.02695
Local History	15	163	398	119	2.893525
Continuing Education	13	128	419	151	2.995781
Toddler / Pre-School Story Time and Programs	15	64	321	307	3.301273
Book Discussion Groups	18	170	407	99	2.845821
Baby Story Time and Programs	31	119	386	163	2.974249
Entertainment Programs	32	208	375	84	2.731044
Genealogy	32	203	357	106	2.769341
Tutoring Programs in Partnership with Schools	16	67	310	306	3.296137
Programs in Partnership with Community Organizations	17	127	404	145	2.976912

1. I think our budget constraints will guide what we are able to provide. It is not worthwhile to rank the relative importance / value of services. These will likely get decided based on cost, not benefit.
2. The reference Librarian does an excellent job and is very easy and pleasant in assisting patrons.
3. Social / Reading opportunities for patrons of the library --book clubs, etc.
4. DVD are the most important
5. My kids are still pretty small, so I don't know much about tutoring need or teen programs.
6. See comment from page 5
7. The library needs more computers
8. Awesome
9. All of these programs are valuable. It all depends on the population. I don't know how many Colleyville people are in need of English Language Skills but if there seems to be a lot of them, then yes offer materials. I think the library should offer programs that invite the community in to participate. I like that the Colleyville Library is more that just a place to get books.
10. Any program that can be implemented on education is very valuable for any age. People are always looking for something to better themselves and what a great way to begin is by going to the local library to get started!
11. With the mature demographic of Colleyville, we need more services for seniors & teens -- perhaps together...? Programs for children 3 & up are fine, but less than that, it really is more effective in Teaching the Parent program & at home activities.
12. It's not that I think that tutoring, homework help, ESL, and training are unimportant - I just don't think that it is the Library's job to provide those. I believe that the City Of Colleyville Parks and Rec or GCISD, or an institution geared specifically for those needs should take responsibility instead of having the Library as an umbrella for all needed programs.
13. I think the Colleyville Library should focus on Colleyville residents, which is certainly not like most cities. We are a wealthy, well-educated community. Our diversity is much more diverse than other places. People needing ESL are not necessarily Latinos in service positions, but well-educated

professionals from around the world. I have to separate my philanthropic ideas from our actual community needs. For example, basic literacy is NOT an issue to Colleyville residents...face it...you can't live in Colleyville if you aren't literate. Also, I suspect that per household there are over 2 computers. So...the Colleyville library needs to support well educated adults and adults who are very interested in raising well educated children. I also rated, local history as low and wanted to comment on that. A lot of things are driven by an individual or strong interest group. I don't know if we have that or not. If not, UTA has a wonderful library with tons of local history information. I think we could pursue an agreement with them to support our library instead of building up something separately.

14. Need more things for teens. :)
15. WONDERFUL help when needed!
16. Technical support, updates on computer
17. I'd love to see Colleyville become involved with the homeschooling communities and organizations of Southlake, Grapevine, HEB & Colleyville, and to offer or support more daytime activities or events. Irving Parks&Rec and Libraries are definitely a program to look to in this regard (it'd be nice to have it closer to home, too!)
18. A lot of people aren't aware that the library provides for all of these areas - better advertisement would be a good thing.
19. Though literacy is an important issue, it is not as important in this affluent community and would be more important where non English speaking people live. Making a minor amount of programs and materials and referrals available it probably best use of resources. Service to the majority of the community is my money best spent. I feel that most folks that need English as second language do not do it from library unless they check out reference materials which the library has as I have seen them there. So to me it is already adequate in that dept. Encouraging our children to read and making expensive materials available to them is awesome!
20. Please initiate a "no cell phone" policy.
21. Out of area computer access should be provided with proof of idea and reasonable period of time attached. I was in another state and used their library to communicate with my family as the person I was visiting did not have a computer. That is a good service, but can be abused. They had 15 minute and a one hour sessions available. Also the library would have a leadership and communication program if community meeting area were provided. The rooms are too expensive to be used by a non profit. The Toastmasters could use a place to meet in Colleyville. The Southlake Town Center has two clubs. One on Monday morning and one on Monday evenings.
22. My family would love the opportunity to learn to read Spanish.
23. I am most interested in the travel sections and fiction books (especially new releases). We have done Genealogy in the past, but would likely go to a larger library with more resources like Fort Worth or Dallas - I do not think a small town like Colleyville could every have these type resources - perhaps, focus in this area should be town history.
24. I don't understand how the library helps with homework that is NOT research based. Are you suggesting math and science tutors? It is easy to help the youngest grades, but what about higher levels?
25. Basic literacy and English language skills are important, but I am not sure there is a great need for such services in Colleyville.
26. I don't have children so it's difficult for me to rate the importance of programs through the library, or how likely local kids would take advantage of them.
27. The Colleyville Library shouldn't try to be all things to all people...
28. Teens don't have time for programs. Maybe have a program to help with selecting a college or recruitment for colleges.
29. I have teenagers so the toddler programs do not interest me.

30. I rate homework help and tutoring type programs low value because I really feel like that should be the job of the parent. Now if the parent can't do that, then hopefully, if they are interested in ensuring their child's education they will be able to get help. But it should still be driven by the parent, and the school.
31. The staff at Colleyville is excellent and nearly all have a Master degree with many being former teachers, outstanding programs and a wealth of information.
32. I think the most valuable thing is books. Not services.
33. Aren't some of these things provided by the school system?
34. Can library consider to own some other language's books, magazines, newspapers or DVDs, for example Chinese. We want our children can learn some Chinese. Thanks
35. Question cost/benefit ratio on educational programs for teenagers and older - what kind of demand is there?
36. Colleyville's demographic does not need some of the basic-level services. Better support for high school programs could help improve performance ratings.
37. Would like to see more adult educational, craft (i.e. someone from Michaels or JoAnn's teaching beading, stamping, scrapbooking, holiday items, etc. by allowing patrons to complete a project), health, etc. information programs. This was done at another library and enjoyed immensely and looked forward to - there was always a waiting list to participate. Also, some regular cultural and art programs (i.e. Spanish Flameco dancing, Indian drums, East Indian dancing/music, flute duets, Karate/Tai Kwon Do demonstration, art class, ARTSnet concerts, someone from a symphony playing an instrument, someone from the ballet discussing a ballet and demonstrating a technique and maybe reading a story based on a ballet for storytime, etc.) would be appreciated. Would like some computer based foreign language training materials like Rosetta Stone. It would be great to have some puppet shows and magic shows for children like Hurst Library. Also, Slappy's puppet theater in the Galleria Mall, and the Dallas Puppet Theater might do a free performance in exchange for advertising and getting some new people interested that don't know of their performances.
38. Great that there would be parenting classes such as the Love and Logic that the Southlake Old Union does - also for working mommies storytime at another time as an example or weekend time maybe

Question 11
What qualities should the Library have? Please rate the importance of each.

Answer Options	No Value	Low Value	Valuable	Highest Value	Rating Average
Children's Area	6	26	276	439	3.536814
Homework Center	12	92	367	242	3.176718
Quiet Areas	2	43	295	397	3.474898
Internet Stations	8	67	395	256	3.238292
Copy and Print Stations	8	84	435	203	3.141096
Comfortable Seating	5	27	366	353	3.420772
Wireless Internet Access	11	70	322	314	3.309623
Art and Cultural Exhibit Space	20	201	400	99	2.802778
Individual Study Carrels	13	116	375	199	3.081081
Public (Community) Meeting Room	23	116	395	169	3.009957
Group Study Space	11	100	403	191	3.097872
Cafe with Refreshments	139	325	194	65	2.255878
Career Center	32	188	370	116	2.807365
Local History Collections / Displays	21	214	357	108	2.788571
Technology Training Center	21	179	366	143	2.889986
Friends Bookstore	27	210	349	102	2.764535
Browsing Areas	5	64	444	201	3.177871
Library Program Space	5	90	392	185	3.126488

1. Need separate children and adult spaces.
2. I would love to see the children's area in a separate location. It can be noisy with crying babies and tots.
3. Study/Meeting rooms available for groups of students on ad hoc basis working on projects, to coordinate materials, etc. Make library a viable option for teens to hang out versus less positive environments, Also, make these spaces available to Sr., Citizens & others who want to have a community meeting or book club meeting. Use Colleyville's tax dollars to offer someplace for citizens to congregate, have meetings, etc. -- currently there is nothing like this, and the library is the best space -- especially for teens working on homework.
4. I think keyboarding for those lost in the transition to computers would be valuable as the library is a "safe" and comfortable zone to learn in.
5. I like the idea of Wireless spaces. I prefer that to a lot of Internet stations.
6. I think it would be beneficial to have areas with activities where sounds are okay as well as quiet areas for study and reading.
7. Technology is very important
8. More computers and wireless access to internet
9. I love the library. The children's programs are wonderful, although now that my son is going into 6th grade, I would like to see more programs for his age group. He's not yet a teen, but finds some of the other programs very childish.
10. I know the library hasn't been here that long, but you need more books and DVDs! Old AND new. I went to the library so I could find long-lost movies that I haven't seen and are not on DVD, but now I have to go to Colleyville, and they don't have that kind of thing
11. Need excellent security. Maybe access codes for the restrooms...girls restroom at Gpv. library many years ago was the scene for an adult male to stalk females.
12. Coffee bar would be nice, since a lot of patrons tend to bring in drinks anyway. Then they are asked to take them out. Have an area they can drink/study or read. We need a better area for quiet reading, again the acoustics are terrible, you hear all the noise from everywhere. Children running

around upstairs is distracting and children playing with the toys in their area is loud. Grapevine library has a nice magazine area enclosed separate from the rest of the library. I love it.

13. A cafe would be nice, but it would work easily as well to have the city recruit a privately owned establishment in the nearby commercial space
14. Would love to see the Genealogy Section expand to more resources and programs. Thank you.
15. A meeting room would be valuable if you actually allowed anyone to use it on a regular basis. As it currently stands between the library and Colleyville Center, the space is not that accessible. I would hate to see more money put into something that is not really available to the public.
16. CV Library should not charge user fees to GCISD educators.
17. Needs to be more quite
18. You need more books for pre teens and teens.
19. Parking sucks!!!!!
20. I would really like to see the Library (and other Colleyville locations) open their doors to non-profit groups like Boy and Girl Scouts. These groups have a difficult time finding meeting space in this area (schools have generally closed their doors to them)
21. Would love to see Colleyville Library the model library for all other city libraries to emulate.
22. It would be great to have group and individual study areas - if the reference materials were also available.
23. A little snack area in a corner where people can have a little snack. :)
24. Let's focus on qualities we CAN'T find at the retail outlets.
25. I love that the current set up allows for a child-friendly area (some noises, playing, et cetera). I realize that this isn't wonderful for ALL patrons, but I'm hopeful that as the library grows (and expands physically) that this ability to be a one-stop shop for the entire family remains accessible. Wireless Internet access, comfortable seating, and divided spaces (child-friendly, select study areas, etc.) being paramount.
26. Snack area, checkers. chess, battle ship, puzzle area. Computers with a printer, Copy machine
27. Windows and skylights for natural light AND instead of just buying used books, why not be able to CHECK OUT used books with the option to buy at a later date?
28. We need to keep lots of space for the children's programs.
29. Must have wireless Internet!!!
30. I have children but I believe that the expectation that children should be quiet in the library needs to be upheld and the children get quite wild in the library so please let the parents know that their children need to behave accordingly when in a library.
31. Yes, more individual study carrels and quiet areas
32. I love your staff, they are ALWAYS Helpful, SMILING, and FRIENDLY to me! They make it a pleasure to go into the library.
33. Need to ban cell phones and enforce a quiet voice when in the library.
34. As I've said, I'm not that old but I miss the respect for quiet libraries used to have. Now they just seem like a playground for unsupervised children who are also not being taught the value of quiet for study or just for imaginations to soar while reading.
35. I love the library, but people on cell phones should be prohibited. It seems people have forgotten that the library should be a quiet place.
36. I think our library is used so heavily that quiet places are hard to come by. I would suggest all the kids stuff and noisy stuff being down stairs and maybe adult stuff upstairs with quiet reading places. I know you will still need a large space for your wonderful summer reading program.
37. Easy access to ample parking space is extremely important. CPL is deficient in this and the problem will get worse as CPL grows.
38. Perhaps Colleyville needs a separate museum so the library keeps its focus. What are libraries in other communities the same size as Colleyville across the US now offering and what are they planning to offer?

39. I think it's important to target the needs of the community, but I'm not in touch with the needs of school kids or local businesses. I would think most kids in our city have access to Internet at home.
40. I would like to see an area for preteens and teens to study, read and get homework help if needed.
41. Don't we have plenty of empty meeting rooms next door in the City Hall?
42. Book clubs in evenings for adults
43. Of the library is expanded anything new should in English, the language of our country.
44. A library should focus on books and reading materials and possibly partner with other resources to provide info on where to get those other services that are more social service oriented than a library.
45. Colleyville needs a meeting place for students who have group study projects where they have easy access to reference materials. Adults need a quiet place to read or study or spend quiet discussion time with friends. If Library hours were expanded we would be there more often. Library card renewal should be available online. My family's cards expired and we haven't had a day where all were available and presentable for a picture ID card during the library's operating hours. Making several trips to get this accomplished is not ideal.
46. I believe adding a cafe area in the library will help to provide a more relaxing atmosphere (like B & N) where the patrons will want to stay longer. I understand that children's programs/areas are extremely important, but there should be a soundproof area with computers where patrons could do quiet work: research, homework, study for exams, etc. It would also be nice to have occasional computer software classes at the library for those patrons who don't have time in their schedule to attend classes at a community center, etc.
47. We would use the library more if the collection was larger, particularly for teenagers. My teens use the Grapevine Library, often after searching the Colleyville Library and not finding the book they're looking for. The more you add to the collection, the better it will be. It's certainly more convenient!
48. Books, books, books!
49. I think the staff at Colleyville library is terrific. Helpful and friendly people
50. Include Seniors.
51. Need to significantly expand Music collection, continue to acquire fiction and nonfiction books for adults
52. Wireless Internet and study area is a must in today's world. A Cafe would be nice too, but not if it is too noisy.
53. Quiet areas!

Question 12
What do you think a library will be like 10 years from now?

1. A library will be a community resource center for residents of all ages - books and print material will still be part of the core collection, but so will audio and visual media. Programs that encourage literacy and life-long learning will continue to be important.
2. I think it will be more electronic, more inter-active. Books and other resources should be more accessible...on display rather than just on shelves.
3. All computerized.
4. It will be a collection of CDs, or their future incarnation, to be read on devices which have probably already been thought of but not mass produced.
5. Less need for books--more and more access to technology
6. Community gathering spot, children's education, technology center
7. Interactive. Meeting place to study, use computers, access to all electronic databases.
8. Probably more technology used
9. It won't mean much if the schools don't start teaching children to read and comprehend what they read.
10. More self-service.
11. Computerized
12. Higher emphasis on new releases and internet/computer information.
13. ADEQUATE
14. I believe you will need more space.
15. More computer oriented
16. Good question. I see it more automated and computer focused. I see the possible need for "competing" with the bookstores as a place where people can come to relax with a "beverage of choice" to read in a quiet place. I feel that even in an age where so much information is at our fingertips via the Internet, people will always want to have access to printed materials for leisure, self-help and every type of reading. For our family, the library has become a great source for video/dvd viewing.
17. Hopefully it will contain and support a large collection of books and not just cater to computer and internet programs.
18. Still books but more audio/visual materials. Programs for different age groups, especially children's, will still be important. The library will still be a gathering place for programs and activities. More items will be downloadable from home
19. I hope it is not too computerized. I still like to have a book in hand to read.
20. A noisy community center atmosphere combined with quiet areas for traditional library study and research. There will be a declining emphasis on physical materials although they will still make up most of the collection. Downloadable/electronic materials will be used extensively. A full cafe with coffee, soft drinks and light food items will be de rigeur.
21. Libraries have not kept pace with today's culture (not that that's an entirely bad thing) and are in danger of losing relevance to the public. I think they need to evolve to be more appealing to both young teens and adults so that libraries can more directly compete for "customers". Follow the lead of book stores which use coffee shops, wifi, inviting gathering spaces, creative advertising, etc to attract new customers. Libraries should think of users as customers that make choices daily on where to spend their time and money.
22. I hope that it will continue to foster reading instead of everything going high-tech!
23. They will have had to add on because it is such a popular place to be and is a corner stone of the community.
24. The community will be using the library to the maximum
25. A library with a Special place a community of Northeast Tarrant County libraries.

26. I am awaiting the children's area being moved upstairs with glass enclosure for the 3 and under library section and an adult door so they can have freedom and mom and Dad can be with the older child and still keep eye on younger knowing they can not leave that room, by them selves.

    More adult books and a larger adult lounging area not by the children's area.
27. High tech, interactive, but still quiet . . . .
28. More linked to technology. I don't think we can truthfully envision what technology will do, but I like to think books we can hold will still be valuable. In that case, a traditional library will still have a place.
29. A very impressive educational asset to our community.
30. Hopefully -- INTEGRATED physically & socially to the other parts of Colleyville; walkways, wallkable access across HWY 26 to & from Market Street, Life Time, Community Center, Library needs to be "HUB" of community.
31. I hope pretty much the same as it is today...
32. In 10 years libraries should have the latest technology and be a place that people feel comfortable going to for the latest media and print materials. Even now libraries are becoming more modern with bright colors and spaces that are attracting more people so in 10 years libraries will become more and more tuned into what the community wants and will use.
33. Expanded, much larger to hold more computers, more training classes for all ages, a cafe, a place for the city to come and enjoy neighboring, enjoy celebration days...a open door library 7 days a week 10-9 p.m. A place where information is always available.
34. Hopefully much the same as it is now.
35. Technologically advanced, with learning possibilities. Group interactions that improve our sense of community.
36. More internet
37. I think we are going to have a lot of people who do not know how to discern facts from Internet babble because they do not know how to check their sources. We need to be focusing on a combination of both
38. Very space age....maybe even lap tops for use any were in the library.
39. Good question, don't know the answer
40. Very busy, will need more room
41. Since the library has traditionally been a warehouse for information , I think that it will be the Alpha and Omega of information.
42. All online.
43. On the web
44. Every thing will be on a disk
45. Lots of computers, fewer books
46. Greater use of computers, electronic reader selections, community meeting space, etc.
47. 90+% internet
48. A media center with access to everything that is legal. Porn, and information concerning or promoting illegal behavior should be denied. Adult or not. Adults have to set the standard for children.
49. I believe they will mirror a lot of our local bookstores.
50. Less space taken by books, more computers. Librarians VERY internet-savvy with creative ideas for reference research. Community area. Place for people and organizations to meet to experience and learn new things.
51. Interesting... probably a place to meet others, programs, like storytime for children (so that they can have an outing) also, I think that it is great to have a place to trade and check out books. I just wish the late fees weren't so high.

52. Hopefully it will still have shelves of books. Maybe more Internet terminals. WE don't need a coffee bar.
53. Lots more e materials.
54. I think it will be much more animated leaving time for staff to offer individual help to patrons. There will be an advance in technology that will allow you to download books to ipods and you will be able to do more from your home computer.
55. It will have more resources delivered electronically. We will still need human interaction and the opportunity to read a book one is actually holding.
56. Even though the Internet has so much information available, the library still needs books available to read for enjoyment and education. The library should have books and Internet available for those people that can't afford those things but still want to learn.
57. Technology is becoming more and more important everyday. Digital everything is going to take over. Still, there is nothing to replace an actual book in your hand. I hope that libraries will continue to grow in technology, while still having those lovely stacks of books.
58. I think the libraries will become even more dependent upon technology. I am not sure what it might look like, but I think that somehow there might be ways to "loan" electronic formats of books to devices such as the "Kindle" from Sony and Amazon.com
59. There will probably be a greater number of e-books and online access to materials
60. Lot more technology and less books
61. I think that libraries will have more digital functions, however we will continue to need access to print materials, and will continue to need access to individuals to assist us in sifting through the mass of information to find relevant information from a trustworthy source.
62. Hopefully keep up with the latest technology but keep the known characteristics that has made a library so much liked.
63. The same but much larger
64. On-line with help lines
65. There will be more technology
66. I hope not paperless!
67. Larger
68. Hopefully the library will continue to grow in number of books and awareness to the public.
69. It will have lots of technology, books on computer.
70. More technology driven
71. I expect technology will make libraries materials more accessible from home.

    More video for sight impaired. Perhaps a way for hearing impaired to "read".

    I would hope books are always accessible, forever.
72. About the same as now.
73. Computer terminals if there are any new libraries actually being built.
74. I hope it is top in technology.
75. Not as much in print- more likely to see interactive white boards, computers, monitors, etc.
76. More computer access available.
77. More internet involvement, local resources
78. I think the library will be great in ten years
79. I think it would be ok.
80. Very good
81. High tech
82. There will be more technology
83. Laptops, alot bigger, tons of books and CD, DVD
84. Old big haunted

85. I think it will be all automated and will be able to read and do everything you already can even better.
86. A library would be probably very popular.
87. Cool
88. More technology
89. Many more e-books
90. A library will have numerous computers for patrons to use, books available on computers, and kindles for patrons to use.
91. Hopefully they will change with the times and make sure that they are providing the latest and greatest technology etc.
92. The same way
93. Good
94. I think the library will be bigger or extended because of all the new books that are being published. It will probably have a cafe or something like that.
95. Music everywhere
96. Going strong
97. WONDERFUL HAPPY AND PEACFUL
98. Really cool and quiet
99. I think it will be great.
100. Not improved
101. More better
102. awesome..... I hope!
103. BETTER THAN BEFORE
104. It should have more books and it should be mmmmmuuuuuccccchhhhh quieter
105. Very remodeled and better!!
106. Still good
107. More reference resources, wider variety of adult and teen literature.
108. Close to the same, but with improved technology.
109. A center for cultural and educational enrichment.
110. It better not have coffee or food or video games if you want residents to use it as a quiet place for peaceful reading.
111. Not too much different...still the same number of books, just more computer and technology supplements.
112. A very virtual experience, internet and web
113. High technology
114. Wi-Fi to all resources. There will always be a need for quiet areas to work, read or study alone and a need for areas to collaborate or meet with others.
115. A greater collection of adult fiction and non fiction
116. Probably very hi tech at the rate technology is advancing
117. I hope that we are not trying to put everything on the computer, and that there will still be books to hold and turn pages.
118. While the trend will be towards ebooks, I still see the library as a haven for literary lovers. I fear the trend is going to it being a lively place, and while that has its merits, the library should still be the place for thinking and reflection of great works.
119. I cannot imagine a library without books! However, I think it is foolish not to accept technology. Probably more ebooks --
120. GREAT
121. Hopefully more space and more programs
122. Much technology with various material for several languages.
123. Still hidden in Colleyville. In 10 years, libraries will have more computers, more books on CD...

124. Greater emphasis on electronic distribution, however paper will still be king.
125. Libraries will continue to be the central area that all ages can go to study, research, read and explore their community history. Keeping up with technology is going to be critical.
126. A community media center
127. I hope books will fill the second floor and the children's area will be expanded.
128. I would like a library to be more of a center for learning in the next 10 years. Homework help, literacy programs, adult education, etc - if these programs were widely offered at many libraries and people were aware - a library could better serve the community as another center of education.
129. No clue
130. Lots more computers.
131. Internet, wireless, more books on tape/CD, look more like a bookstore
132. While Technology has taken a large lead in Research projects, I would think that most people still enjoy reading for pleasure and to gain further knowledge on subjects of special interest to them.
133. I have no idea. I just hope that it doesn't change too much. Books are low tech and I hope they never become obsolete!
134. I think there will be more e-collections, but I hope they don't do away with printed books. There's nothing like having a book in your hand!
135. Mostly on-line resources
136. Much mire high-tech
137. NOT ENOUGH CHILDREN'S RESOURCES. NEEDS MORE CHILDREN'S BOOKS.
138. Much better from know,
139. Richer collection of books and audio books for children and adults that can be downloaded to your house
140. I hope that it continues to grow and expand. We love when they have something on the weekends for kids (and pre-teens). I wish they could be open either longer on Saturday or even a few hours on Sunday. I work full time, and it is difficult to get to the library during the week. I do like the later hours on Tuesday and Thursday!
141. Lots of technology; hopefully still a lot of books!
142. Much as I don't like it, I think we are moving to more ebooks and computer based reading. I think there will be more large print books also.
143. Larger selection of books.
144. It will probably have a cafe like atmosphere to compete with the bookstores and I'm hoping a larger children's area. When you foster a love of reading in children, it will last their lifetime.
145. I think libraries will still be used heavily for homework help as long as educators require students to use other sources other than the Internet. I also think libraries will be used for reference materials for local or personal use that the Internet cannot fill. I also think wireless access will be crucial and may even take the place of many computer terminals. I also think people will still come in to get the 'best sellers'.
146. I hope that there are librarians still at the epicenter of it all !!!! I'm sure there will be areas for ipod stations, areas to charge up your computers while you sip some coffee at the coffee bar. It's all a good thing !
147. No idea
148. Hopefully a little Grapevine library, with lots of room for kids and it looks very interesting and inviting. There were lots of nooks and crannies that peeked interest
149. Very electronic and computerized.
150. I hope it will completely fill both floors of the current building and be open on Sunday afternoon.
151. Probably more computer based, but hopefully not completely! I'll miss it if I can't walk down an aisle of books and browse.
152. More electronic
153. More ebooks

154. Much more Electronic than at present
155. More materials, classes, interactions that are online.
156. More Technology. Stations with ability to view or listen to media such as DVD, CD or other. Great Internet access; fast with good software capability.
157. Definitely more educational and informative
158. Hopefully lots of books, utilizing both floors. Have an area with computers, possibly more than one print station.
159. My hope is that it will be a walkable -- pedestrian accessible location for all age segments: senior citizens, teens, etc. and that our teens can use it when they need a quiet space to study or access to resources they don't have at home. An accessible library can provide a real refuge to those kids who go from a bad home to a bad school experience daily. It's a positive & safe space for them to study, with the resources available that they need. Pedestrian-friendly is crucial & this has to be done in cooperation with the upcoming development of 26.
160. I would like the library to be a place a where it would be resourceful to my families changing needs.
161. Hopefully more diverse in their book shelves.
162. Hopefully it will be utilized by even more people.
163. Not as many print materials.
164. I think that a library will be in ten years what it has been for hundreds of years - a place to introduce the next generation to a love of books and reading; a quiet place with hundreds of references at your fingertips for studying or creating a project; a place that holds the history of its founding city and shares it so that we learn more about the place we live in, and thus ourselves.
165. All online - web based
166. More books/dvd's available and readily accessible as downloads (current download process takes too long and offerings are limited... but download issue could be my system!)
167. MOSTLY COMPUTERS AND HIGH TECH
168. Very hi-tech
169. Fewer and fewer "real" books and more of it being electronic format. More checking out books on-line and less need for visits to the library.
170. I don't think books will go away, but I do see us getting more technologically centered. For example, I love books on tape/CD. However, Ebooks are harder use. I've gotten right in the middle of them and they've hard to start all over. Yeah, 5 hours down and you have to start beginning. I know that will be taken care of in future years. But, I still love to read at night and there's nothing like a real book. Also, a lot of non-fiction, how-tos, just don't translate so well into an ebook. You need those pages.

    Back to my thoughts on Colleyville...we will all have the latest and greatest technology and our library needs to keep up with it.
171. Very valuable resource for all persons of interest.
172. I hope its book selection is expanded. Books should be the highest priority.
173. It appears that more and more resources will be handled online. There will still be the need for the physical books, but I think that will lessen as children grow up using online resources.
174. Probably more technical but I hope the written book never goes away that we can actually hold to read.
175. Much larger collection making use of both floors. More use of the library by all ages and open more hours.
176. Computers
177. Alot of electronic media, but still should contain the written books and publications. There is not replacement for the written word that can be held in your hand.
178. A portal for different types of database searches, a social area for the discussion of literature, a local art gallery, community gathering place, resource for information and entertainment

179. An internet website
180. As it is now, completely computerized, larger with more of the above mentioned areas, but somewhat the same. There will just be more books in each category.
181. More technology based, however print will still remain in existence.
182. Same as it was 20 years ago - a quiet place to checkout books and other materials.
183. Wireless downloading of books/music.
184. idk
185. Virtual
186. Probably more audio books, but I'd hate to see it at the expense of physical books
187. Very nice bigger more books
188. 10 years from now i think the whole building will be turned into a library
189. Hopefully a lot bigger.
190. More internet work being done
191. Still the same.
192. I hope it will be larger, have better resources, and have better hours.
193. All on-line
194. A place for knowledge and study interactions. Center for activity for various groups
195. Hopefully, this one will be open more hours, and teenagers will enjoy, as much as children, visiting the library.
196. More technologically inclined

     ex:) books online
197. More e-loan materials. download books and materials. ipod books, wireless services, etc.
198. A place where you can have a PARTY for Harry Potter books!! Which are awesome
199. More people using it
200. I hope our library will be using the most up to date technology, contain the most recent new books and promote extensive programs for all ages.
201. The library should consider enhancing its electronic books and other electronic services. Should be more of a cultural center for community activities and events; a community gathering place for all ages to engage in activities and educational opportunities. Not just a quiet place to read a book.
202. Should have more advances and books
203. Virtual
204. Obsolete
205. More newer books
206. More electronic than it is now ... but I still like the feel of a book in my hands and turning pages made of paper!
207. Home away from home.
208. Mainly just computers. You will read stories on computerish devices to save on paper. But there will still be lots of books around! :)
209. It will have a lot more books, very comfortable seating, quiet places, restaurants, more non-fiction, and it will feel like home. It will be very safe and will have a lot more music and CDs.
210. I think that having the ability to print from a wireless laptop will be especially important. Also, access to databases like JSTOR or pay-for-view periodicals like back issues of the Wall Street Journal etc. will become incredibly valuable.
211. Still book based, but with more downloadable materials.
212. A bookstore with cafe, also quiet areas for laptops, self-study and areas for tutoring school age children and teens.
213. Hopefully bigger than ever>>>
214. Hopefully about the same with a few more online services.
215. More computers and audio books

216. Libraries will be more electronic and easier to use electronically
217. Not sure - hopefully a quieter place to read, find information, and discover new knowledge
218. technology integrated but printed books will still be important
219. With everything developing on the internet, I'm not sure how valuable the library will be. I do know that a library is the one place that I can go and find information that is not biased like many things on the internet.
220. better than now
221. It will be bigger, better, more books, dvds, cds etc. and have more people working and borrowing books.
222. More expanded with better hours.
223. cool
224. Probably more computerized.
225. I Think it will contain more tech.
226. I am really not sure.
227. hopefully larger. with a seperated children area. it can get a bit loud.
228. More computers, a lot more books, bigger space
229. Many more computers for kids. Double size of seating area. Larger childrens section - better selection of books/DVDs for kids.
230. Probably more ebooks, but a continued emphasis on paper/real books.
231. More personal and virtual.
232. I have no idea
233. The first floor will be the "lobby" ~ where children can learn how to behave in a library, but not be afraid to engage in the toys or books in a manner natural to their ages. The upper floors will house more quiet areas, for those who require them. Wireless internet access will allow all patrons to move around as necessary, whether to keep up with kids or to peruse the aisles - outlets will be plentiful! There will be an abundance of baby/toddler/child programs to encourage early love and appreciation for reading ~ this will be an affordable, reliable, safe place for residents to bring their young ones when they need to "get out of the house" and begin socializing their little ones. Hours will be extended somewhat into the night, a few nights each week, to accommodate hectic schedules (work, extracurriculars) that sometimes run late. Cooperation with local organizations will allow for regular meetings/meeting spaces for non-profits; late fines will be waived twice a year for food drives to benefit local families (1 can/box per late fine offense); more than just a place for students to go, it will be a genuinely family-oriented place ... where mom, dad, grandma, students, toddlers, and babies can all be accommodated.
234. Have more technology
235. A great big success!!
236. I think that a library will be even more important 10 years from now because of the growth rates of smaller communities. For example, smaller communities need to consider their growth rate and build libraries according to their future needs. Some smaller cities have outgrown their library already.
237. Extremely busy with patrons! Filled with children of all ages studying, typing reports, writing research papers, watching and listening to nonfiction information. Totally involved in the LOVE of LEARNING!!!...
238. TOO HIGH TECH, NO BOOKS
239. I hope it is bigger and better than today. It is a great place with a lot of choices. My kids love to go there. My 9 yr old loves the books and computer games. Anything to encourage her to read I am all for!
240. Place for hands on books with great access to national reference data bases.
241. doubled in size and providing more quality programs and books

242. There will probably be more technological choices for the materials and mediums through which to obtain them. However, I believe the books and tangible will be desired as well for another generation at least.
243. On line only - sad, but true.
244. I hope it continues of be a quiet place where people can access the written word, whether on a computer screen, a book, a DVD or whatever.
245. Electronic, more computers, cafes, more like a community center with lots of computers.
246. mostly machines, no paid positions, all volunteer labor- oh boy
247. Obsolete
248. More online
249. More resources will be available electronically.
250. We will have several large regional libraries. We will have combined the resources of that whole page of libraries you listed earlier in this survery. We will not keep funding individual libraries for seperate cities. We will use our school library buildings to house adult library services.
251. Hopefully, a library that the community will be proud of and can be used as recruitment of new business and homeowners.
252. ?
253. ONLINE Wireless
254. A central focus for the community.
255. I hope it will still be a place to discover while reading but with the iPod generation, I doubt it very much.
256. lots of hardcopy books, but with much greater access to digital scans of original texts or ebooks
257. open time to be better
258. mostly computer use
259. Hopefully more resources and larger!
260. I enjoy the children's programs i.e. chess club, summer reading program. Need to get teens more involved. Hopefully a busling community involved place.
261. very high tec ,with alot more lab tops to borrow,while in libray.....
262. More books, better service, better functioning in general
263. Larger
264. Expansion is key. Moving to the second floor would be a real boon.
265. Empty
266. I think the library will be even busier.
267. It has been developing for each programs and maximizing the any kind of books.
268. full of books, printed material, dvds, cd and computers--both floors and full of people
269. Focused Internet hub that easily and quickly provides refeence materials from all connected libraries around the world
270. A Great library will be supported by an experienced, helpful and friendly staff.

    Patrons will feel look forward to using the library. They will feel their visits are successful and very worthwhile. In other words, a great library in 2020 will be much like the Colleyville Public Library is today. There will be changes to resources available, but books in print will still be central. Some e-materials will finally be as easy to use and as accessible as printed material and DVD/CDs.
271. Have a larger volume of resource materials that relate to professional industries and trends.

    High technology centers for students and professionals.
272. See more varied age groups using the library from toddlers, to school age, to teens, young adults, parents and grandparents. Use of the second floor since there is not anymore room to grow on the first level.

273. A library should be a "center" for the community. It's primary mission should be to make information available in a user friendly form. It should not be merely a collection of computer terminals, but a place where people can browse. It should encourage a love for reading in all children and be a resource for school age children. In should be have materials and programs that attract adults such as reading material, job resources and programs.
274. As print costs rise, I think access to hardcopy library books will become more important than ever. My own book habits have changed over the last few years, driven purely by the economics of buying versus borrowing, something that used to not concern me in the slightest.
275. More interesting and popular
276. Many people will forever prefer a book in their hand to a screen. Libraries will always be needed, and should provide needed information, not just entertainment.
277. I hope we still have books! lol More ebooks. Or items like the Kindle: Amazon's New Wireless Reading Device.
278. hopefully it will have a much larger selection of books
279. More focus on lending high tech games, greater access to resources via internet, on-site cafe service, more DVDs & CDs & audiobooks
280. Right now your demographics of CV are young, professional families and older citizens. I think that will change in 10 years to an older population and the younger families with children will shift to cities beyond like Keller, Haslet.
281. I hope it will be more inviting to children of all ages with a large collection of books, movies and programs.
282. Much the same, unfortunately there may be fewer books in print form.
283. More of a media center. Hopefully, we will always have the opportunity to keep a good book, magazine, or the newspaper in our hands and not have to read everything on the computer in the future.
284. I think that it will probaby have more computers than books.
285. I am sure there will be more use of technology, although, I hope that is not at the expense of traditional book lending.
286. More electronic access, eg wi-fi.
287. A great communtiy asset
288. Our family loves to read, so I hope not much has changed!
289. I'm scared that there won't be a need for a library with advanced technology. That would be heartbreaking!
290. Probably more emphasis on computer use. Hopefully book collection will remain valuable and popular.
291. More computer based. I still think it's important to have books - especially children's and reference books.
292. I am hoping that libraries will still maintain a large and varied resource of books and media which we can read and provide reference materials and not turn into a computer station area
293. Have a wider selection of books, especially for kids
294. I suppose with the aging population, libraries will have more speakers and/or programs to deal with health and finances.
295. I think those of us who love to read will still want to hold a book in our hands.
296. It will have access to a lot more books via other libraries and also a lot of books and materials online.
297. Very focused on reference material available from the internet. Would be great for the library to teach patrons how to use the internet for these resources (i.e., senior citizens, older adults who need to research careers, retirement, elder care for their parents, etc).
298. many more computers to use
299. I can see more being done online, i.e., checking out books online and having them ready for pick-up. Definitely more technologically advanced.

300. I think libraries will still be 'brick and mortar' entities, but include a wide range of digitized information, easily and freely available to patrons
301. Probably much different than now. I think that as more and more is accessible only on the computer/internet it is important to provide this to a community as a service.
302. More geared toward electronic media. Availability of data bases needed for business and school work.
303. More of it will be online.
304. Hard to say. Technology is changing so fast, but I still think we will need physical books and a physical location.
305. Please continue to have books, but also have a wealth of opportunities to accommodate the growing technology.
306. Most if not all will be electronic, maybe even virtual. I feel the physical library may be dwindling to the extent that people will not have a need to visit the library any longer with the resources available online; however, the library will always need to exist to provide access to literature to those who are generally behind the latest wave of electronics not readily available to them.
307. Almost completely computerized.
308. About what it is now
309. All materials will be accessible and downloadable online. Renewal of library cards will be available online.
310. In 10 years, I believe libraries will be much as they are now, with a combination of hard copy materials and electronic resources. I think that more materials will be scanned and digitized for electronic recall to provide convenience for the patron to be able to access them from home via the Internet, but I don't think anything can replace the feeling that comes from actually holding a book in your hands and reading it for pure enjoyment.
311. Multi media without porn sites or adult entertainment sections
312. Mainly internet
313. I'm sure it will have more electronic resources, because I have found those to be very useful.
314. a quiet place for people to read, learn, gather information, study, and relax
315. More electronic
316. Most likely higher focus on technology, computer based searching and reference etc.
317. bigger
318. e-books will probably be more widely used
319. online
320. Mostly internet access with books for show (just like my law library, books for show and all legal treatises on internet).
321. I hope it will continue to have books, not just internet etc.
322. much more expanded with print material as well as computer access
323. Unfortunately, mostly wireless, paperless and possibly building-less!
324. More books and services available
325. A quiet, restful place that looks like a retail bookseller, but offers local residents a free place to read, learn and work.
326. Either they'll be much like they are now or if you continue to try to turn them into computer labs with coffee bars they may disappear.
327. Hopefully, they should all have more in their book collection than they did before. Never should any library remove any book from its collection.
328. lots more internet, but MUST continue to encourage reading!
329. n/a
330. Hopefully just as vital to a community as they are now.

331. Paperless with most documents stored on some form of electronic media. Most visits to the library for older folks may occur via the internet while group children activities and community group meetings may be the majority of actual visitors to the building and premises.
332. far more computer programs - online instruction, books on audio, online videos, more research access
333. less books, more internet space
334. computer based
335. I think libraries will be a little bit different than what they are today. I think they will be more used by folks. I'm hoping that it will help people especially those that have relocated and are looking for information about their new town.
336. It will have more books and resources.
337. a center of literature excellence....we came from a town (Barrington IL) where the library was always crowded with people...even during the summer....the grounds included wonderful sculptors for children to play around...inside local artists displayed their work....the children's/teen area was awesome! We would visit almost weekly...books/cd's/dvd/computer software were plentiful. The library provided an area for teens...cutting edge books and Japanese comics....my kids (preteens) would ask to go to the library...we were spoiled :)
338. I hope libraries do not turn completely away from solid hand held books to on-line reading materials. I think real books loaned from a real brick/mortar building is important.
339. Better
340. yes
341. more on line more e books - less people checking out in person more checking out on line.
342. computer based
343. I don't know.
344. Full of technology and not very many books.
345. Continuing to grow
346. Online reference and resource for digital downloads, lots of books
347. Definitely not all Internet--it's a quiet, enlightening, energizing place to learn, to gather--a school for the whole community.
348. increased emphasis on computers but still filled with lots of books
349. It will be "e" everything, except for the latest Best Sellers. There is still something to be said about holding a book.
350. stronger computer reliance. Less paper reliance
351. I suspect it will be even more high tech than it is today and that the maintenance of the library will be more dependent on computers. I think that the Dewey decimal system of classification will be replaced with a "simpler", more computer friendly system. Regrettably, I think there will be more books on tape, DVD and computer. I feel that libraries will become more like community centers, rather than a centralized location to store, preserve and loan books.
352. Old
353. A great place to work and study and read. All kinds of literature, research areas and just a nice place to go and be quiet for a while.
354. I think that all books will be down loaded to an electronic source such as an ipod or computer over the internet.
355. the cultural center of the city
356. Much the same as recommendations made here.
357. more electronic based information including ebooks
358. With the advent of Kindle and other means of reading ebooks, I think we'll be reading material that has been downloaded. I am sure it will be in an easy to access and formatted in a way which will capture our attention - for example, large print, with illustrations, etc.
359. many more programs and technology help

360. We need to pool our resources and have regional libraries. Each city does not need to spend money to have it's own library building!
361. I think it will continue to be a center for research and learning. Although technology continues to progress and libraries have adapted, the main use of libraries is to check out books and be a location for study.
362. I am sure it will be much more computer based but I am not sure that is a good thing. In our community there are very few homes without computers and internet access. There is still much to be said for the printed word and access to research assistant. I feel in some communities the wireless internet access will be more important due to the need in that community. We must gage each library and it's needs by the community it serves. Trained and helpful staff members are extremely important. I think that a library that is extensively shelved and staffed with a modern and lean toward the use of art in it's makeup is what we should hope for in the future. An atmosphere that promotes the desire to visit within the community is very important. I see the library of ten years from now as modern with a lot more activety as far as exhibits, seminars etc and yet holding to the wonderful world of stacks to wander through.
363. We will not have, nor do we need a library based on the internet. We should not have a library which in effect functions as a day care facility; it should not be doing what the public school system does, nor should it in any way acommodate people who do not speak English.
364. More emphasis on electronic media than on paper media,
365. Online reading and paper books co-exist, free wireless internet access, separated areas for children's fun reading and adults quiet reading
366. an index pointer for data via the internet. A data mirror for free or low rent E-Books that are non-fiction that can be dragged and dropped to an MP3 for audio or a e-book or video book.
367. I think that libraries will be available online
368. hopefully not obscelete
369. I hope the library will expand, and have an expanded collection of books.
370. Same as now, but possibly incorporating Video games into it, with a cafe, and bookstore connected.
371. More on-line use of materials, less checking out of "hard" materials. More remote use of library facilities. More use of library for research and school program support, homework assistance, community group activities and meetings (helps to have access to copying, printing, meeting space, and information sources in one place)
372. Hopefully it won't be based too much around computers, esp. since most people have them in their homes already.
373. the same but maybe a little more dusty
374. even better!
375. Hopefully we will continue to unite with the Internet but never get away from good old books to read.
376. I'd like to think it would be a place for the community to enjoy and a place where you could find current books and DVD's. We do not have school aged children, but will in a few years. I'd like to see them be able to use the library a lot and enjoy programs, etc. that are offered.
377. With a more vibrant community hopefully.
378. Very virtual with nothing but books on computer screens, but will still maintain public interest due to accessability and art value (if available).
379. I am sure libraries will have more Internet access, but I believe that there willl still be lots of books, especially reference materials & current best-sellers as well as children's books. There will probably be even more entertainment options in addition to audio CDs and DVD movies.
380. More technology driven... less stuff, more computers
381. The Library web page is poorly designed and needs to over hauled. First it is hard to find in the city's site. Second the catalog is very hard to search if you are looking for materials. Example childrens

books get mixed in the other material should be a way to look at only children material and "regular" material.

382. not sure
383. Teetering on the abyss.
384. will be more electronic
385. Hopefully with more books than it has now.
386. gathering place, community forum, a place to meet up and catch-up with friends - since kids do not have places all to go at this time
387. Larger with more material

Question 13
Is there anything else you would like to tell us?

1. The Colleyville staff has been conscientious about keeping up with trends in library design, layout and operation. They've never been a "we've always done it this way" group. And that's good.
2. Despite the coming high-tech library, we will always need a community center for families and residents to gather - the library is the city's attic. We need to acknowledge and embrace our humanity while providing quality information.
3. The library is too loud right now.
4. My impression is that our library is resource-constrained and is therefore poorly positioned to compete with larger community libraries. This laundry list of potential service offerings is not realistic so I chose not to rank them.
5. Do better on getting new DVD releases on the shelves
6. The Colleyville Library is a very pleasant place to go. Everyone is always kind and accomodating. I think expansion for more materials would be great.
7. Overall, I find the Colleyville Library a user friendly place with a wonderful staff.

   I think the Friends of the Library should ask for more help from more of its members rather than just a small group of chosen few.
8. Public meeting rooms are important for the libraries various programs.
9. I think a section with large print books would be nice for seniors who have a hard time reading the small print. Grapevine Library has a very large section of large print books.
10. Really pleasant
11. This library is already overcrowded with respect to both users and materials. Users complain about the noise and some materials have to be stored in the back room because there is no space on the shelves for them.
12. The area needs much more parking. The library also needs more signage on the building and street (both in front of the building and at the entrance on Colleyville Blvd.)
13. Need more current best sellers and also more books on non-fiction topics that are currently emerging like eating disorders.
14. keep up the good work!
15. need more space for shelving and new materials. train the volunteers so that there will be better shelving
16. Realize that we are the GCISD School District and a strong co-op effort should be between the two..libraries. Further recognize that of our community is within the bounds of other adjoining school districts.
17. I love, love, love all the energy and activities provided by the wonderful childrens staff. I have been so enthusiastically overjoyed by what you provide for all age children form little ones to elementary age children.

    THANK YOU!!
18. Colleyville has a great library but one thing to remember is that the only thing that is constant is change.
19. No
20. Bring people together -- seniors, women's groups, teens.

    The library can be the central glue for a Community that is currently not very cohesive; because of the space and ambiance, it is the perfect space & sense of place to make this happen.
21. your web site needs work...hard to navigate...

22. I believe a place for copying digital camera prints, with the kodak machine that does it without assistance would be a good addition to the library function.
23. I think you should be more flexible on your children's story time & other programs & not require pre-registration. It's too hard to commit to coming every time when you have more than one child. I understand the reason (enough resources/supplies) but I have never signed my children up because I don't want to be made to feel like I have to come every single time. What if one of my children is sick, etc.? Should be first come first served. We go to the summer programs at the Grapevine Library with friends because there's no registration. Every child does have to have a library card though. (I'm speaking to the summer programs for younger school aged children ages 5-8 I think it is that can go without a parent in the actual program room) We love the Colleyville library!
24. I love this library. Although we can improve, the Colleyville library staff sets a very high standard for other libraries.
25. Keep up the good work.
26. Being open on Sundays would bring a lot more young people in to study jointly and do research.
27. Need to be able to get new books quiker,when libray does not have it in stock.
28. Fantastic Staff!!!! Great multi-media selections.
29. library should be open longer on Fridays and Saturdays, could also be open on Sundays
30. You have a great staff.
31. Your staff is awesome. I love knowing the people like they are part of my extended family. It makes reading and sharing ideas a welcome and fruitful enviroment. Keep up the good work. Jan Mogged
32. There is an online "book group" called Good Reads. It would be fun to have some kind of "recommendation list" of local favorites at our library.
33. I think more LGBT studies materials should be found in the library.
34. You do a wonderful job when I request materials from other libraries.
35. I hope the library is able to increase its adult and children's fiction and nonfiction collections and is able to use some of the upstairs space for collections.
36. I think this is a great library. (I wish it were larger). Overall, it is a great resource for our family!
37. I think that's about it.
38. It would help if there were more copies of the summer reading books that are required for middle school and high school students
39. It's a good library but does not contain as many books as other libraries, especially the Grapevine Public Library.
40. Need more books.
41. Libraries are an incredible gift. I remember my first book mobile visit. Loved it.
42. Do not waste taxpayer dollars building a book warehouse.
43. I think that it is important to embrace new technologies but still keep traditional reading (like sitting down with a good book) because our kids are already losing skills they used to have because everything is spoon-fed to them through monitors, etc. Their reading skills are decreasing!!!
44. The library is AWESOME
45. I like the animorphs series and I think that the library could have more of those.
46. You need like a cafe like coffe and healthy snacks.
47. get some new dvds
48. i think the library is already probally one of the nicest ones in america. although i do wish there were more than an hour for the computer time.
49. You're doing a great job.
50. the person that ansews the phone doest know anything!!!

53. the libray needs more computers and strict rules and should have a wireless access to the internet and should be a quoiter like all libarys ive been to
54. You have a very peaceful library!!
55. The residents of Colleyville have spent enough money on the structure and equiping the Library. We should be able to use it on weekends when it is convenient for more of the residents.
56. GO WIRELESS! Can community groups use the library for meeting space?
57. I have really appreciated using the space in the library to tutor my students. Originally I was told that I could not use the rooms but fortunately when a librarian realized that I was tutoring for free it became available. This has been very helpful in finding neutral space that is pleasant and not at all like "staying after school." The library is also a great place to be when taking a break.
58. My students and their parents love you all, and seem to be very active in the local library. I really love that!
59. I wish the Colleyville Library would work with the English teachers, especially at CMS. We can be a great supporter, and would like to be, but we are totally in the dark. By chance I learned of a teen book club...one time...and have never been able to find out more about it, so I might encourage my students to come. The impression from the library to me, is that if you aren't COLLEYVILLE, you're not good enough for our library.
60. I love the library and the staff!
61. One thing makes me furious every time I go through the drive through -- the drop box. It is inaccessible!! As is the call button! I have to either scrape the side of my car, climb through my car window, or get out of the car to use them. What do handicapped and elderly people do? What should be a convenience for people is a nightmare to use!
62. It is a very good library
63. The biggest problem with the library is out of sight, out of mind. I don't even think about it unless, for whatever reason, I need to go to City Hall....usually to vote. That's when I realize there is a library there...and shops. It's really nearly completely hidden from Hwy 26. There's no easy way to even get to it if you're going north on Hwy 26, either.
64. i would like to see more of a partnership between the library and the public schools.
65. An covered outdoor reading area would be feature that I beleive would be well used in the spring & fall.
66. I can understand why you are considering a coffee cafe to keep up with the perceived needs of people who frequent book stores. This is not a necessary component for success though. Comfortable seating and work space will be the the key for patrons exploring the library. The Colleyville library is beautiful and about a central as it could be considering the size of Colleyville.
67. Colleyville library is closer than Grapevine, but, the couple of times I've been in, it has been difficult to negotiate and find what I needed. It has been awhile and you probably have more materials now.
68. We love the library. The children's story times are great!
69. Better Parking signs would help. As you drive up, it appears as tho the on street spaces along the front are the only parking spaces available. While interior is welcoming, the outside foyer (right outside Library entrance) is dark.
70. Collyeville Library is doing a great job!
71. We live in hall johnson and heritage rd. for us is closer Colleyville library than Grapevine, we want to participate with the kids program , what we need to do?
72. This is an awesome facility. Please keep up the great job you guys do every day!
73. Kee up the good work!!!
74. I really enjoy a hometown library atmosphere...everyone knows your name. Areas to be engaged in with kids...areas of the library which are quiet for others. My kids enjoy interactive things...I'd love to see some programs that challenge the kids in arts, writing skills, things that can move our city forward...forums, get togethers... ...educating ourselves around every corner of the library.

75. My backyard is Colleyville, but I have to pay a fee to use the Colleyville Library. My house burned, but they sent a fire truck from the other side of the highway in Grapevine instead of one a few blocks away in Colleyville, hmmmmmmmm. I don't use either library, even though I love to read because libraries used to be free to the public. If I have to pay, I will buy it and keep it.
76. You need a better selection of reference and non-fiction books.
77. I wish you could have Sunday afternoon hours.
78. How can a non-resident use your library?
79. Need more programs and space for teens to meet and study together; this also includes more hours when they are out of school.

    More cultural events for teens and adults.
80. The employees do a fairly good job but could spend less time with their private conversations, when people are waiting in line..
81. Libraries are excellent places for volunteer workers. My daughter volunteers at the Grapevine library. Need plenty of PC's. Not near enough PC's at Grapevine Library. PC's are in everyone's future...please have plenty of them for everyone!
82. Colleville Library needs more publicity.
83. I would like to see more educational events for elementary school age children in the evening. For instance, visits from children's book authors, science experiments and book clubs.
84. The Colleyville library does not have the greatest selection of children's books and pre-teen books. This is the age my children are at. We moved here less than a year ago and miss our old library. They are a large children's area w/ many books, seating areas and reading areas. They had a large non-fiction area as well, which helped out w/ school projects. Our children are the future. I believe we should invest in them. Thank you.
85. LONGER HOURS!!! During a busy week, when kids can only get to the library with a parent driving them, SUNDAYS are vital times to get to the library! Please -- expand your hours! Stay open later, longer & open up on Sundays.
86. Currently, I have a high school student. I find that it is diffcult to locate opional study locations. I would like
87. The library is doing a great job. It's a pleasure to come in to the nice, clean, family-oriented facility with such pleasant employees. The selection of materials has really grown, but I would still like to see more young juvenille/teen newer books being offered.
88. LOVE THE SUMMER PROGRAMS AND THE CHESS CLUB!!!!!
89. i love the library... wonderful, caring staff and fantastic, current resources... thank you so much!
90. OUR FAMILY LOVES THE LIBRARY. WE LOVE TO READ AND THE STAFF AT THE LIBRARY ARE THE BEST!
91. Wish we could get kids to use the library instead of the internet. They don't plan ahead to do it and then need "real" books at the last minute or when the library is closed.
92. Definitely need a QUIET place to enjoy reading while at library. Not next to children section. Also, a softer "beep" when patrons are leaving library and the scanner did not scan properly. Seems to happen alot.
93. Currently, I am told that the Grapevine library has more books. Also, in the summer, the children's book selections are bare. Hurst always has more books during the summer children program.
94. TLC circulation system is not very user friendly. Look books up by keyword is not very effective. Consider purchasing a more effective user friendly circulation system.
95. The library should be a center for kids to meet, study, research, and do homework. I lived at the community library when I was in High School. The current library doesn't have the hours where kids can utilize it for research and study.
96. Promote netlibrary
97. I am so happy to have the library and to see the thoughts that are being developed for making it even better than it is now.

98. I think a coffee/drink/snack bar would be an excellent additioin to the library. Maybe even a viewing/movie room of adult films.
99. I would like to see more Audio books.
100. PARKING SUCKS - THERE MIGHT BE A BIT MORE ROOM IF THERE WEREN'T SO MANY CITY VEHICLES PARKED AT THE BUILDING--------
101. I think the collection needs to grow
102. It would be great to have more space for the kids. i love to hang out at the library with my son and daughter, but kids have a tendency to be a little loud, even if we teach them to be quiet at the library. I used to go to the Grapevine library and they have a wonderfull space for the kids, don't get me wrong LOVE our library...
103. I have small children and it is hard sometimes to know that I am not disturbing anyone with them. I would like to see the children's area apart from adults at some point. Also, I love looking for books/reserving them on line while they're in bed at night and know they'll be pulled for me by the next morning. Thanks for all that you do! We love our library!
104. Seem to be on the right track
105. summer is almost here but i have summer skoo so that blows.
106. The worst things about this library are the hours and location. Also, the selection is fair.
107. -
108. YAY!! This was a very good survey!!
109. Consider the large population that prefer a "Barnes and Nobles" or "Borders" setting and you will see the traits the majority of people want when looking for books. Seating, refreshments, background music, placement of books with large banners or signs showing the different sections. Our library needs to be more "modern" rather than the traditional sterile library setting.
110. Improve the layout of the library so that it is more customer friendly and gets staff out from behind desks and more interaction and free moving throughout the library. I don't like the fact that if you need something you have to go to the Youth services desk or the reference desk; anyone should be able to provide assistance; is should be more open, easier check-out system and shouldn't compete with area stores (ie. blockbuster and borders). If the library offers free services (which I like), what will that do to area businesses?
111. more comics and sci-fi
112. Buy more books!
113. Don't try floating any more tax money into the Library. The budget is already too high for it now. Your staff is overpaid and the selections inadequate. The City of Colleyville is littered with unused meeting rooms in every corner, so don't spend anymore upstairs either.
114. get warhammer books and deltora books
115. There are many things the library might consider valuable, but the library should focus on certain areas. It cannot cover everything--entertainment, community, charity, ESL, community service, family services, etc. I suspect that's one of the purposes of this survey. Concentrate on what your goals are and pursue those with excellence. The Colleyville library is a great place! I love it!
116. Your teen section is very low. but i love to work hear! Your summer reading program is very cool for the kids, but i think the teens should have more prizes then just a t-shirt and the grand prize.
117. The teenage section desprately needs to be updated. You could do with more phycological books and a cafe would be nice. You really need more CDs. I go there looking for CDs I can't find on itunes, and you don't have them either.
118. I am so glad Colleyville got a library! This is such an important community service.
119. I think it might be a cool idea to think about using the upstairs room, possibly, for weddings... Got the idea from sex and the city the movie...
120. The Colleyville Library is not set up to service working adults. The library needs to have Sunday hours even if only for a few hours.
121. try to have more bestsellers available of popular authors.

122. The children programming is wonderful. Thanks for providing such a great environment for children to get excited about reading.
123. Am I getting redundant on the "quiet" part? :)
124. notify late fees via e-mail sooner!
125. I love this library and think it's a wonderful place. I would love to see more involvement with the high schools because I know the library has a major presence at the elementary school. More teen books would be greatly appreciated.
126. add more football books (all teams
127. It is very good.
128. good job
129. I live on the east side of Colleyville (Woodland Hills), so the Grapevine Library is very convenient to me and I pay the $25 reciprocity fee to use it. I attend a Jazzercise class at the Grapevine Rec Center. However, recently I was able to find a book at CV library that had 4 people waiting for it at Grapevine. I find the CV library very attractive and comfortable and on a recent Friday afternoon visit was very well used (children's program with parents/grandparents in the library). Congratulations on creating such a lovely library.
130. We so appreciate staff (and key staff like the Director, Children's and Reference Librarians) especially. An expanded children's section with comfortable (soft chairs/coach) for parents to sit on while watching (so you can see them) the kids play with toys/computer. An expanded computer software selection would be great (something that caters to elementary age kids, etc. - not just pre-k and toddlers as of now). The library programs are the best in the area - keep those up please. Everyone in our family looks forward to them. As an adult, would love the garden club to come in a do a monthly training session at the library (like Grapevine does) and maybe offer some comupter training (how to sell things on ebay, etc.). Thanks for all your hard work!
131. I enjoy the library a lot. I would like to see people turning off their cell phones, or at least putting them on silence and if they have to have a conversation that they would take it outside.
132. I love the wonderful warmeth of your staff. They are most helpful.
133. nope not really.
134. Staff at our library is always very friendly and helpful. I enjoy visiting because of the people you have there.
135. I find the Colleyville Library a very pleasant place to visit to select books and DVDs. The staff is very helpful and friendly.
136. thank you.
137. I'm consistently and constantly amazed at the quality of the staff at Colleyville Library; the leader of my toddler's story time (Angela) is phenomenal. The check-out desk has always been a pleasure, whether it is paying overdue fines or extending my borrowing dates or inquiring into programs, ... always pleasant, helpful, and just a genuine pleasure to interact with. Bravo!
138. Computers for kids with educational, reading games. Small teaching area with small t.v. with a vcr/dvd. A listening station for cassettes, and CDs with headphones.
139. A bookfair that never ends with a section just for kids.
140. A simple snack area with juice,coffee,.... to refresh the patrons! The food and drink must stay in the snack area!
141. THE COLLEYVILLE LIBRARY IS ONE OF THE BEST LIBRARIES IN THE METROPLEX. THE STAFF IS VERY FRIENDLY AND VERY HELPFUL.
142. Keep expanding on the DVDs. We love to rent them. The selection is good, but there is always room for a few more.
143. While I can easily get to the library during hours it is open, my working husband has a more difficult time.
144. The current hours of operation is of great concern. The weekends are critical times for students to do research. It is also the time when working people have the chance to relax and enjoy the

atmosphere at the library. It would be beneficial to have longer hours on the weekends and to be open at least during the afternoon on Sundays.

145. It is important to provide a variety of genres in newly published items.
146. The Colleyville library has a lovely, mostly UNUSED facility. However, books make up a library - not empty space. You never have any rpertinent eference books for my teens use and nothing for an avid reader such as myself to check out. This library is book poor.
147. Please don't take away the children's program space. We LOVE it. It is the best I have seen.
148. keep people working and pay them. people feed families- machines do not
149. Don't pour anymore money into the Library. It is a drain on our City and gives very little back to the citizens in value.
150. When I have visited the Colleyville library, the book I want has been checked out. Is there only one copy of the popular books? This is why I don't visit the library more often than I do.
151. The chess club has been a wonderful experience! Please do more!! More movies upstairs ... this is a wonderful experience for the children.
152. Web site could be more user friendly.
153. I love to read. I am an adult and I do not need a government agency to provide books for me to read or a chair for me to sit in to read.
154. no
155. http://www.mcpshows.com/ This person is an award winning Children's Entertainer that has a long career in doing Library shows and children's programs! I have seen her diverse shows and specifically her BookWorm Library show. Margaret has dedicated her life's work to doing family entertainment and teaching children! She might be a fabulous addition to your library program and she is in Arlington!

    Margaret Clauder
156. I have enjoyed the children's programs available and the story time (for preschoolers). I might suggest that there be more morning story time sessions. Alot of the preschoolers take naps in the afternoon.
157. The library is very noisy, almost all of the time. Not only children, but moms talking on cellphones. There is no sense of "hush" in this library as I have experienced in almost every other library I have visited. The last several times I have considered about going to the library to sit and browse the periodicals, I thought twice. I believe the library would benefit from a more stringent noise policy, a ban on cellphone use, and a separate childrens area.
158. Thank you for trying to make this a better place.
159. need more of the basics/classics in adult fiction
160. Colleyville library definitely has room for improvement
161. Happy 4'th
162. I think the library needs more books. There seems to be more of an emphasis on ebooks, self-service check-out, and other technological aspects, as oppossed to books. What is a library? A place for books. The Colleyville Library is significantly lacking in this area, choosing to focus on the latest trends in libraries, istead of the simple thing; having books.
163. I know that ya'll do a great job with your resources. I would like to see the city give you more resources for childrens books. Kids who have been very active in the reading program start having difficulty finding new books in their interest areas after a year or two.
164. I am proud of our library and am amazed how busy it seems this summer
165. The staff at our library is always friendly and very helpful. I would like to see our library expand to the second floor. It is a wonderful library and could easily be expanded with more information and books. We are fortunate to have a library in Colleyville.
166. My family is in the GCISD, my daughter attended GCISD schools, my wife teaches in the GCISD, but we live in Hurst. I seldom use the Hurst Public Library because CPL is much closer, the CPL staff is

more helpful and the CPL materials collection better meets my needs (especially for DVDs). My one complaint is that non-Grapevine/Colleyville patrons are continually moved to the end of the Hold Lists. It is not unusual to be on a hold list for popular DVDs for 3 months or more. Hurst Public Library and Richardson Public Libraries treat everone on Hold Lists the same.

167. Need ti expand book collection for all professional fields. Latest books in relation to those fields, keep up with is available in bookstores and on Amazon.

Need more diversity also. More DVD & CDs pertaining to all races.....

168. Since the library is in an area where it is mixed use space and with more condos going up you need to have the library open on Sunday afternoons.
169. I've only started using the Colleyville Library this past year and while it's nice, the collections are certainly too thin. I use NRH more often just because they have the books I want (determined by checking both catalogs online).
170. A deposit site for CV historical documents should be provided. Copies of early CV photos that were copied in 1986 have been lost because the holder of the photos moved from the city and took them with her. History books are fine, but the documentation for those books needs to be retained, and a place provided for that.
171. Love the kids and children's programs. Wish we had a younger than 8 year old chess program.
172. I would really like the digital library to be compatible with Macintosh.
173. You need an area for children & teens that's physically separated from the adult area. The library should not be a default place for babysitting & childcare.
174. I am interested in adult, non-fiction books in the genre of home decorating, design, garden design, cooking, and international traveling/guidebooks and world history. I also enjoy biographies. You have a few good interior decorating books, but some are rather dated and not much variety. Garden design is the same---would like to see more Texas gardening books. Traveling guidebooks are dated as well. Wish there was more country-specific history and biographies available. Seems like y'all have alot of fiction in the library---need more classics if you're going to go that direction.
175. Again,more areas for older children to feel part of the library.
176. We recently have moved to Colleyville, and I have been very impressed with the city library. It is clean and inviting, and the librarians are most helpful. Keep up the good work.
177. I seldom use the Colleyville library even though I live within walking distance because I have never had a plesant experience there. My impression is that the Colleyville library is more like a playground or mall than a library. I would recommend that the library staff be trained to lower their voices and to assist in maintaining an enviorment conducive to reading and studying. They could begin by discontinuing the practice of calling out greetings across the library to patrons as they enter. Since, as I have been told, they know there is an acoustics problem with the building. Virtually every time I've tried to use the library I've given up and left because it was impossible to concentrate with the staff talking in loud voices. Several times, I've had to ask staff members to lower their voices--which is not a problem I have at other area libraries. It's more than the noise, though. I don't feel that our library has been a successful experiment. Overal, I think it would be a good idea if our library closed and we gave our support to the good libraries in nearby cities (which I use frequently).
178. The tone of the email is that the expansion of the library and with it the increase in the tax burden is a decision which has already been made. If so when and by whom? I would like to see the justification for this decision, if its been made. If it hasn't I'd some input on the decison of whether or not to expand.
179. Browsing the bookshelves encourages & interests children in reading. My children always look forward to the summer reading program.
180. Expand the library, offer more quite and comfortable space, expand your programs, I think this makes our communtity a wonderful place and the library is a place we can be proud of, Expand your large print area books.

181. I think there needs to be more seating for adults. Usually all the chairs are taken and if your kids are in the kid area or browsing books, you want to be able to keep a close eye on them. More community events would be great...not just in the summer for kids.
182. Love your childrens programs!!! They are fantastic!!
183. If resources are available, more communication with the community about additions, special programs, displays, book talk, upcoming events, and the like would be nice. Say, a concise monthly newsletter?
184. The last time I checked, which was a year or more ago, I found that the online audio books were not compatible with Apple computers. I hope this has been rectified.
185. I believe that the construction cost of the facility as well as the operational costs should not cause tax increases ever. Approach the project as though it were a private project and assume that there are no deep pockets that can be tapped into for decades. What is the percentage of useage by Citicizens of Colleyville, 10%???. Because of the reccesion and the long recovery time consider putting any expansion or improvements up forvote by the citizens.
186. Colleyville has a great childrens section and good programs and a good selection for adults, but the hours available seem primarily to suit only stay at home Moms and their families.
187. I really like the atmosphere that the Colleyville Library has...it is a restful place to come and browse. I would like more music books...and by that I mean book with classical or modern piano pieces.
188. The children's programs are great and the library staff are very helpful. We would like more access for residents of nearby cities.
189. I would like to see the library coordinate with local career development resources as we enter into this recession. Also, perhaps a focus on areas that are important to our demographic (nutrition, elder care, etc).
190. would like more juggling entertainment
191. I have visited Southlake's library once and it is great. I'd like to see Colleyville's library become more like Southlake's, i.e., wireless internet access, coffee available, bookstore, etc. Also, I'm not sure what is meant by the Colleyville library expanding to the 2nd floor. Does this mean there will be more books upstairs? If so, I don't care for the idea. I would rather see the upstairs space used for events (as I mentioned previously) and for space for some of the other programs and services I rated highly (i.e., technology or career training center). Incidentally, I would visit the library, more particularly for events, if I knew about them in advance. For instance, one of our favorite magicians performed there the other day and I didn't know about it until after the fact.
192. I love the library; I look forward to their collection growing. Sometimes I have to get books at the Hurst Library for my kids b/c Colleyville does not have as much in their collections.
193. Like the library a lot. Have actually encouraged others to use it.
194. You have a wonderful space upstairs in which to utilize to its fullest potential. I hope/pray that you will take everyone's comments into consideration when making your final decisions - actually listening to "the community" and focus towards the best library you can possibly have.
195. Some library programs have not been publicized in a manner that would reach most of the community. Better advertisement of programs would increase participation and, consequently, donations for funding the advertisement and additional programs.
196. I really love the Colleyville Library and the warm and helpful staff there. I am very excited to think that CPL may be the first small local library in this area to expand to a second floor for the collections - kind of like when B & N in Southlake built a 2 story bookstore...the novelty really brought in the customers!!!
197. Everyone is super nice to me except one. She doesn't like to renew material over the phone after due date. This is nasty and I think we should have good enough manners and respect to extend this request. If you don't it is bad public relations for the library staff. Everyone else is super nice and helps me. I feel like they are so kind to help me out. They only help if I get nasty and frustrated which I hate. I would rather be nice.

198. Would like some community speakers in all areas i.e. alternative health, chiropractic, meditation, yoga, learning, etc, and cultural programs like native dancing from India, Spain, etc. and puppet shows.
199. Please don't ever get away from having books on shelves for us to browse through! We just visited the New York Public Library, where one has to request a book and have it delivered to him to be able to look at it. That takes away so much of the pleasure of going to a library!
200. I was disappointed in the on-line selection of downloadable books. Seemed to be a heavy emphasis on Christian fiction & non-fiction. Yeah, I KNOW this is Colleyville, but we are more diverse than that!
201. would be great if you had additional free-play times for young children 12-24months of age. Once a week is nice, but more sessions/week would be wonderful!
202. This library needs more parking space!!! The programs are great, staff is excellent but the parking is terrible and there is no room to grow. With the present director and her programs there must be room to grow. Every program is getting bigger,people are really comming to the library it is not like the old library of the past.
203. I like our library!
204. Great libary staff and great library facility. The only complaint is noise and there should be a rule for NO CELL PHONES ON when in library. People are incredibily rude and thus library must establish hard and fast rule - NO CELL PHONES!
205. I would love to see an area in the library that allows the borrowing of educational toys. Things like leapster games, Lego puzzle kits and other durable educational toys that teach language skills and problem solving. These toys are valuable but expensive so beyond the reach of many families.
206. Keep it clean, uncluttered and all employees pleasant and knowledgeable. I look forward to an expanding collection of current fiction and non-fiction.
207. My husband felt a part of the second floor could be used/rented for children piano recitals.
208. Increase books and books on tape
209. It is a beautiful facility---only regret that it wasn't available when our children were around to utilize it
210. The hours need to be improved with more evening and weekend hours so it can be utilized
211. I'd like to see more new release movies
212. I'm so afraid it's a dying animal. Please revitalize this monumental resource in our communities.
213. The Summer Programs for Children that we have been to this year have been fabulous!! Great job!
214. I would like the library to always look like a library. I don't want it to look like a store where there would be enticing things for our children/teens to buy or ask for.
215. Often the library is too noisy for reading, browsing, studying. Children should be taught that the library is a quiet place.
216. The survey is too long.
217. I feel you have a wonderful library - I would appreciate that all teachers (with proper ID) in the district be allowed to utilize it. Also, it was upsetting to my children to be excited about the summer program only to arrive and find they could not participate becuase they are not residents - the do attend Colleyville schools and you have plenty of kids who attend Colleyville schools who are not residents. Set up a teacher check out program - how hard is that?
218. Good luck
219. Advertise!
220. I think you could really fill a niche with a fee-based book delivery service
221. I have been very disappointed at the ambient noise level within the library, much of it coming from on-going conversations between staff and volunteers. I am a traditionalist, I guess, and expect a Library to be a quiet place ... I have very low tolerance for unnecessary noise by patrons and staff.
222. I'm glad you're here. I wish I came to see you more.
223. I think the Colleyville library should place emphasis on areas that are important to this particular community. Education, for example, is important to many of the people who bought homes in this

school district, so keeping reference materials needed for students' homework should be a high priority. The homeowners also are in a position to be able to read for pleasure, so adult fiction and current bestsellers should be a priority. What might be good for inner city Fort Worth--such as English as a second language, for example--might be unnecessary in Colleyville. Tailor the library to fit the community. Thanks very much for taking the time to assess Colleyville's needs.

224. The internet is a valuable tool in research, but having open computer areas for internet access, in lieu of having community gathering space or homework assistance areas I feel is a poor waste of community dollars. People can get their internet fixes elsewhere.
225. It's a beautiful facility but in a poor location that is not convenient or well traveled
226. I wish the state of Texas would help fund local libraries. This is done in many other states.
227. Not really. I'd love to be a support of the Colleyville Public Library, I just see it as too far and too small right now.
228. Possibly send out electronic announcements about what is going on at the library. With everyone's busy schedules I do not always have time to check the website or flyers in the library. If I got a monthly newsletter stating what was going on at the library it would allow me the oppurtunity to preview it at my convience.
229. Before any additions are made to the library there needs to be a full disclosure to the public detailing the cost and the source of the funds (tax, grants, etc.) and the public needs to be given opportunities to make comments, especially those who do not need or use the library.
230. It is important to cultivate readers. Do whatever it takes! I question whether a public library should have a cafe, and yet it should attract visitors and be as comfortable as Barnes and Nobles or Borders (which both have coffee bars). We need to instill a culture of reusing - and a library is the consummate example of doing so.
231. I would like to see the Colleyville Library have more communication with it's members maybe by email like you have done with this survey. How wonderful would it be to get an email announcing an art exhibit or visiting author? I have never gotten an email from the library before this one. Thank you for including me today.
232. Library staff should ask people talking on cell phones to go to the lobby and ask parents to remind children to talk quietly.
233. Need more parking and volunteers directing traffic if you intend to continue having events on the 'green' or "square" out in front of the library.
234. You have done a great job so far! Way to go!
235. nice library frendly staff
236. If the children area does not move to upstairs, I'd like to see some additional noise buffer insulation in the children's area. It only takes a few chatty kids for the noise to be deafening! The parents never tell them to hush. ALSO.....hang a sign that says TURN YOUR CELL OFF...people actually have conversations on their phones in the library!
237. Staff are great. Wish I had time to use the library more.
238. Don't eliminate the large space upstairs!
239. I love the kids programs, but in the kids area it would be good to have some supervision since last time my 2 year old was hit in the head by some kids jumping on the bears by the little kids area.
240. Keep up the good work!
241. Just work on general noise level in the library -- from patrons to employess, most everyone and most everything done in the library is TOO LOUD!
242. No, great questionnaire.
243. I can't hardly wait until the 2nd floor opens. I hope that eventually the Colleyville Public Library will have Sunday afternoon hours and maybe later hours (until 9 PM)on Tuesdays & Thursdays
244. I find it a real trial to weave my way through narrow streets to poor parking facilities. The traffic pattern in the complex is very bad and is a stumbling block to my using the library more.

245. I moved to Colleyville in March of 2008 and I have been trying to register my then 18 month old for storytime and have unsuccessful. When I initially called the library and was told that the next registration for infant storytime would in June or July. I show up to register my daughter on the first day of registration at 10am and I was 10th in line. I was told I would be added to a waiting list. I never received a call. I now drive to other libraries to take my 23 month old to story time on a weekly basis. I wish you would offer an additional story time for infants.
246. Would like to see programs on parenting (Arlington has an excellent parenting center where they provide classes at Grapevine Library and other libraries), Texas vegetable gardening and square foot gardening, sewing/quilting, star gazing (there are many local groups that would probably be glad to inform and perhaps draw in some new members), etc. and some local community groups promoting these things in a program/community space.

    Also some health information seminars from local chiropractors, naturopaths, compounding pharmacies, kineseology, Reiki, craneo-sacral/lymph drainage, accupressure, Tai Chi, medical dowsing, astrology, new age, etc. would be wonderful. These people will come in free to provide information and demonstration and then have hand-outs with their contact information that might bring them some business.

    A library (Glendale library in the Phoenix, AZ areal used to be a patron of (unfortunately I moved) had a regular monthly cultural performance, monthly health seminar, monthly paranormal/new age seminar (during the summer), monthly craft program, etc. and all were very well attended. During Christmas they had a tree decorated by various local groups with a theme on display. http://www.glendaleaz.com/Library/Whats_Happening.cfm. I would also like to have on-line access to the Rosetta Stone language learning tool like the Hurst Library has provided.
247. The library needs more self check-out computers..... that work.
248. Yes, This is the loudest library I have ever been to. Neither the staff nor the citizens have any respect for quiet reading. It is very distracting.
249. I don't particularly care for the automatic $4 per month donation that is charged to my account.
250. I think the catalog should somehow like the book to Amazon.com reviews
251. The staff is wonderful.....everyone. Having evrything on one floor is cramped. Need more space. Expand Saturday hours to at least 5 or 6 pm. Open at 10 am on weekdays. Conduct a survey/study to determine high traffic times and offer hours as such. Expand fiction selection

Do You Live in Colleyville?	
Answer Options	Response Percent
Yes	74.9%
No, but I work here	12.6%
No	12.5%

What is Your Age Group?	
Answer Options	Response Percent
5 to 9	1.6%
10 to 14	5.6%
15 to 19	4.2%
20 to 24	1.4%
25 to 34	6.0%
35 to 44	25.4%
45 to 54	30.1%
55 to 59	12.8%
60 to 64	7.3%
Over 65	5.5%

Answer Options	Response Percent
English	97.1%
Spanish	0.4%
Other (please specify)	2.5%

Ukranian
Texican
Urdu
German
Hindu
ARABIC
European
Chinese
Arabic
Chinese
Latin
Pig latin
French
Arabic
Japanese
Gujrati
Chinese
Chinese
Pig Latin
Chinese

Do you have access to a computer at home or for personal use at work?	
Answer Options	Response Percent
Yes	98.6%
No	1.4%

Do you have broadband (high speed) access to the Internet at home or for personal use at work?	
	Response Percent
Yes	96.4%
No	3.6%

Colleyville Library Spatial Reorganization
Focus Group Meeting

Meeting Agenda | May 13, 2008
10:00 to 11:30 a.m. | Library 2nd Floor

Context and Purpose	as part of our planning process, we are reaching out to the community to help us better understand library service needs both today and in the future
Intended Results	to understand this group's perspective on the current state and the future of library services in Colleyville

Agenda Items

1. Introduction / Agenda Review

   A. Introduction of Participants
      i) Who do you feel you represent in the community?
         (1) 2 six year olds. Coming here since built. Come to play with different toys than at home. Love to use the computers for an hour. Love Ms. Karen who does the story time, who is very interactive and very personable. Princess Party and summer activities. The activities are far superior than at Southlake and at Grapevine (for the children). Adult materials. Destination for us in the community.
         (2) Don't use the library. Have lived here 22 years, used the Bedford and Hearst Libraries. Research lately, local esoteric magazines. Used when kids were little – Hearst Library for performances (chamber music, etc.) This is a remote location and anything that could bring the community here (draw) like the Blues Festival. Bring more activity to the community.
         (3) Citizen of Colleyville that uses the library. Ordered books for a study group. Interested in genealogy and research, as well as fun (mags, newspapers, etc.)
         (4) Moved from New Orleans (worst). Request online and use the drive through (coolest thing in the world!). Represent newcomers. Never suspected Texan
         (5) Lived in Colleyville 19 years. Also use the Grapevine Library. Bring our grandchildren to the library. Travel research – primarily use the Grapevine library. E books (MP3 downloads) and would prefer much more e access to materials. Use Grapevine for research in car prices and extensive collection of the Teaching Company CDs and tapes. Also used GL for genealogical research. Our library has access to various sources but it is complex to access. GP more for travel books because collection is more extensive and has latest travel books. Also use ILL – have considered organizing some discussion groups – would be desirable to have rooms that accommodate more than four, maybe six people with A/V and multimedia capability for interactive sessions.
         (6) Two and three year olds – for years. Love Angela and Karen – they are incredible. Currently have a break – no storytime "Where's Ms. Karen?". We come just to visit her. Events and weekly programs, summer festivals, etc. – we're here for all that. Usually visit once a week. Not quite using computers yet. Work with Erica for ILL / research. If she can get it she will – any length possible. Didn't know I could pick up at the drive through!

(7) Sherry – 19 years. We were paid members at GL until this library was built. Frequent users. Videos, music, books, my daughter is a voracious reader. Small, but my daughter says the teen section is one of the best – opportunity to grow that. Staff goes out of their way – service and tremendous friendly posture is very unique. Atmosphere is wonderful. Also utilize travel research. Daughter will be a volunteer b/c we love the environment so much. Part time consulting – use it as a mother (stay at home) and for business research. Use the drive through! Too low to the ground – staff is willing to reach up to you!

(8) Nancy. Here 12 years – the last 10 I was active as a Library Board member, but before that on the task teams to get a library. On the board until last year. Up until then didn't use the library a lot, didn't have a lot of time to read – use it now for mostly pleasure reading. Use ILL and make suggestions for purchases. Research, travel, medical, etc. Majority of use is pleasure reading and we buy the books from the Friends. Donate, bring them back for resale and don't worry about when due! Also used Hearst.

(9) Ed – lived here seven years. Baby boomers / empty nesters. Recently retired. Use when grandkids come to visit – books, dvds, etc. On a personal basis I am very active in my father's WWII Veteran's group (treasurer). Use GP for microfilm reader. Just enrolled at UTA in graduate program in History. Use the library to get reference material without going to Arlington. As a student I have access to online journals, etc. Before I was a student, Erica could get access (check UTA website).

(10) Become a library activist now that girls are grown and gone. Volunteer to shelve books. No budget for Mary's assistant, so I help out with correspondence, report volunteer hours, etc. Lately have a new hat – master decorator. Christina does most of it, but we have paired up and had a blast. Now in the middle of doing summer reading. Use books, dvds / cds, etc. Do a lot of research while reshelving and come across topics I didn't know I was interested in. Love working here / age level interaction. Also putting together a newsletter – will come out soon.

(11) Ed – admit I'm the oldest here – library activist since WWII – lived in NE Tarrant County and involved since 1947. Helped start a number of libraries in our early years – active with GP when our kids were growing up. Lived in Colleyville 32 years and maybe longer. I'm the first to contribute to a fund to start a library in Colleyville. Historian in certain things. I appreciate what has happened here in Colleyville. Am interested in special things that maybe Colleyville should shine with – we have libraries nearby – the thing that bothers me the most is future parking. Hope we can develop some special collections like NE Tarrant County authors. Need to celebrate that. Also wonder how much the new books are being used. I know there are things getting a lot of circ – wonder if some of our purchases are getting used.

(12) Did some research b/f coming – a phone interview with an 80 year old…would like to see Art shows in the library – great for adults as well as kids. I'm assuming that our town has a higher population of children. Asked a 22 year old – the biggest thing for him was the appropriate space for each individual. Floor to ceiling windows are lovely for individuals who can enjoy and study that won't be distracted – he needs very secluded and concentration oriented space. Art will draw the community – then we need to park them somewhere

(13) Also represent the Friends of the Library as a very active group.

(14) Five year old son – here for storytime and summer reading and other activities. Making a fun and safe place for the children to come and interact with each other. Looking down the line to when they are older – study groups. In a library you have parts that should be quiet for individuals study, but we also need to be able to accommodate study groups where they can interact. Need a gathering place for tweens and Teens where they feel welcome. The little ones feel comfortable at a fun and safe place –

need more of that for each age group (teddy bears!). Comfy chairs and tables – do their homework together and discuss what is going on at school, etc.

(15) In Kindergarten they have reading buddies with 3rd graders – she really connected with an older student who helped her figure out reading.

2. Library Services – Current and Future Needs
   A. What do you appreciate about the services you receive? What is working well?
      i) For preschoolers – great that they have the librarian there at a low desk – right by the books, play area, etc. They see the librarian more than just for storytime. Say hello and engaging in conversation with the librarian. Always made themselves available. Very accessible, low desk and right there.
      ii) Competitive advantage here is the staff – consistent and phenomenal culture. Content is nice, but the kids really appreciate the people.
      iii) Pleasant, responsive, old home town library. Safe, people are friendly – multitasking.
      iv) Theme – resources. Adult senior center right down the road –probably a collection of people who could interact with children. Who in Colleyville is responsible to coordinate? I used to give the old computers to GCISD – recycle e waste? Would be happy to give to the library.
      v) Colleyville Chamber and through church work, etc. there are computers stacked in storage bins. We send them to the Philippines, etc.

   B. What would you like to be able to do or have access to at the Library, but currently cannot?
      i) Satellite location in old grocery store with bistro, etc. In an expanded location. No place for young people to congregate. Southlake increasing problem in town square – instead of accommodating them – we had a teen center as a kid.
      ii) Engage youth – need a place to meet. United Way NE – suggestion for senior community but the same holds true for our youth. We thought we should forget about city boundaries when it comes to senior centers. The CV center is used by Bedford, Euless, NRH, Southlake, etc. CV citizens go to Roanoke, Southlake, etc. and the same thing could happen with our youth.
      iii) Coffee drinking, vending machines, etc. GL has a meeting room not being used on Fri / Sat nights, etc.
      iv) Readings – author events, etc. Authors on promotional tours, etc. (Friends are doing this?)
      v) Puppets for children – need diversity in the stories.
      vi) Drop in story time, vs. calling and being on the list.
      vii) Recycle!
      viii) Library as a destination – don't abandon developing the teen section. Those that are reading and seriously studying should be accommodated here. Lack a teen focus.
      ix) Facilitation of activities for many of us who are retired during the day – focused topics on global warming – etc. Two sided discussions with experts. Facilitates additional research.
      x) Library is in competition with bookstores, Amazon, etc. Library as distribution channel and getting a commission for leading people to sources (bought old books in England once, and took a lot of research to find them).
      xi) The virtual library through the library – you can come to learn how to use the virtual library. Will go more and more that way all the time.
      xii) Resource constraints – the city doesn't support the library very well. Some of us would pay for premium services.
      xiii) Affinity relationship with Borders, etc. Instead of being competitive, become partners somehow! Maybe there is a relationship that allows us to meet demand (especially educational).

xiv) As users, when you reserve, etc., we have a generous three day period and some are not picking up their books. Seems generous but it holds up resources far too long.
xv) More activity in dispensing information. Tend to be an expert in children's books, maybe I could share. I never know what the new books are that are coming in…read New York Times review. Need more information.
xvi) Senior Center – it's not open full time. There is a huge area there (dances for teenagers?) and the programs there, genealogy, etc., are available there. Maybe it's just marketing. Would like to know the local authors, etc.
xvii) Run by Parks and Rec – center is ideal spot for the youth on Fridays, Saturdays, Sundays, etc. Plenty of room that is not being used.

C. Describe your ideal visit to the Library in five or ten years. What is your experience? What are you doing?
i) A serviceman will usually have a file folder of life in service. He passes away and the kids don't know what to do with it – libraries tend to be a repository for people or children to donate the stuff. Donate the stuff to a local library otherwise it ends up in the trash or estate sale. Colleyville resident special collection – celebrates people and their lives.
ii) A family or a neighborhood group can ride their bikes here and have a nice big safe place to park and lock bikes and walk in…Dad can get the sports section and mom can grab a cup of coffee and read mags. Preteens can do what they want to do out of sight from mom and dad!
iii) Sections are better partitioned. See large comfy area, and individual sections petitioned off for other activities.
iv) I still see books – people will still want to hold a book especially children. Comfy chairs with interactive screens so you can download at the chair to your ipod, etc. Have all – e and print.
v) Still think there will be another generation of young mothers with pre teenagers who will be interested in books. As you go up the road of life – I've watched things change…and can read a book off the internet if I want to. We have focused on a group that represents basically the pre-teenage group. As those become teenagers and the next gen – books always seem to be hold on even through college. Used the TSL in high school!
vi) Tables could be replaced with big pillows or reading areas – quiet family reading areas. Sitting on the floor or big pillows, etc. More diversity and partitioned areas. Looking at the space and different study areas could be up here for quiet space with nice light.
vii) Libraries are changing so much…see built with moveable walls vs. stationary walls and having power / data in the walls so you can change the library around as things change. Maybe this section is really important now, but in five years we may need to change again. Furniture, shelving, walls, etc. need to be very versatile and move around so we can redesign areas without a lot of construction. Not just for future years, but even events (reconfigure a space to change the entire environment).
viii) Bookshelves on casters, etc. and different heights and configurations of shelving will help with sound, etc. Being creative with moveable walls and a tent area (fun for kids) and visual distraction as well as sound. I don't use the library because I like to own a book, make notations, etc. Also enrichment, not just books. Art shows, educational things, cultural activities and performances, etc.
ix) In Hawaii, every Friday night is art night with artists painting and art for sale. Art night!
x) Great for kids programs – enrichment opportunities.
xi) Envision walking into a place where you can meet and greet, get coffee / juice / ice cream cone in area with magazine racks, etc. I'll meet you at the library for a cup of coffee.

Partially a vehicle for forming discussion groups ad hoc, etc. Let's do research now! Not just to get a book. Meet someone you know or don't know.

xii) Library book clubs.

xiii) Surprised that more school children don't use this. We were the only ones from Colleyville elementary to come to storytime. Parents don't even know about it!

xiv) Travel group.

xv) Walk into something tech savvy and would deal with my ignorance. Perfect setting – pull out info at any part of this library. Don't struggle to find out what is here. More books, more people, more action.

xvi) Backtrack – did call once with my small business. Had a group coming from the region and wanted a small corner to mete and discuss and do paperwork. Called to see if I could do that and there was a fee. Money I didn't have to spend at the time. Wanted to get together, discuss something and get some work done.

xvii) See the lower level as the research / reading / traditional / quiet level. The 2nd floor is the activity center, with book clubs, groups, etc. Authors, social, talk and play. Loud activity center on the upper floor. Couldn't see the whole library as the social, active center. Need privacy and quiet somewhere. Futuristic and current need seems to be met on second floor. Loud as the nature of this floor.

xviii) Another thing that people are already requesting is more open hours, Sundays, etc. No budget to staff the extra hours.

3. Conclusion
   A. Action Items and Next Steps
      i) Read the First 50 years of Colleyville to understand the origins of this community – entrepreneurs and eager beavers.
      ii) Trinity Arts Guild – crossing city boundaries. The art gallery is open every day of the week with arts classes, etc. 3 miles away in Bedford at the Boy's Ranch.
   B. Feedback on the Session
      i) Plus
         (1) Excellent brainstorming – must reconvene!
      ii) Delta
         (1) Should be signing a list with our email addresses.

Please also complete our survey – go to www.colleyville.com TODAY!
and the link is located on the home page.

Colleyville Library Spatial Reorganization
Focus Group Meeting

Meeting Agenda | May 15, 2008
6:30 to 8:00 p.m. | Library 2nd Floor

Context and Purpose	as part of our planning process, we are reaching out to the community to help us better understand library service needs both today and in the future
Intended Results	to understand this group's perspective on the current state and the future of library services in Colleyville

Agenda Items

1. Introduction / Agenda Review

   A. Introduction of Participants
      i) Who do you feel you represent in the community?
      ii) Do you use the Library? If so, which ones, how often and for what purpose?
         (1) Resident, live and work. Wife Tina and one son. We have home schooled. Individual needs vs. group needs / perspective of library. Softball, etc. Went online to look at other public libraries and to see what they have. ½ dozen – many had the same things. Nothing jumped out as unique or different. What kind of activities are occurring upstairs.
         (2) In Colleyville 1 year (5 year and 3 year olds). Library card since I could read. Family uses the library. 5 cards (Southlake, Coppell, Lewisville, etc.) 6 or 7 libraries in Dallas area use. Newcomer to community.
         (3) Use the library on weekends for entertainment purposes. 1000 DVDs, 1 book. Read periodicals, and newspapers and the Internet.
         (4) Mother of 5 with one on the way. Oldest is 9. We're here once a week. Represent my church, homeschoolers, my husband is a physician – represent him b/c we might meet patients while out and about. Support the library through fines. The kids lose the book. Pricey for late DVDs – 1$ / day. Participate as much as we can.
         (5) 20 years in Colleyville. Worked on the first bbqs to raise money. Rep volunteers.
         (6) Stay at home – 3, 5 and 7 year olds. We're here every week with a mountain of books in the blue library bag. Check account online all the time to monitor status. Programming, books, movies, etc. Passionate about the library – volunteer at daughter's library at school. I'm an ambassador – the library is so helpful and they so want to help – the obvious link is not there. GCISD (Bransford).
         (7) Parent, two small children 6 and 8 – also someone who is jumping back into the library as an adult. Here about 2 years.

2. Library Services – Current and Future Needs
   A. What do you appreciate about the services you receive? What is working well?
      i) Youth Services – Staff! Love the people in this library it is very community oriented.
      ii) Like staff a lot too. Wish we didn't have so much turnover. Hope they can hang on to them long term. No room for shelving. Sometimes they use volunteers who aren't doing quality work. Suggestions are welcome and they get the materials. Hours in the water bill – some of

my book club friends don't use the library. Older residents may have gotten used to using other libraries before this one was built.

iii) Interlibrary loan. Often times I need books – I can get them quickly and love that. WE go to the Hearst Library sometimes b/c the lady that does storytime has it down to a science. She knows exactly the key things in exactly the right order. Perfect because it is age appropriate (6 to 9 months of age) – when starting that early you develop a love for the library. Wonderful, and great with the older kids. Toddler oriented – used toys and manipulatives. Routine works well, children learn discipline. Our children like to go there b/c they have large things that they can climb on.

iv) Love the staff – very knowledgeable and friendly – must point out Erica. It's a great new facility – just needs to be expanded.

v) Staff hands down of any library I have ever experienced. Fantastic attitude and appropriate with kids. They actually enjoy the kids! Perfectly okay for your kids to come in, make a little mess, experiment and talk, and learn library manners. Structured classes that they offer (tots time and pre-school classes) – compared to other experiences they are excellent. But they are scheduled during the day. Double income – so ½ are nannies and ½ are stay at home moms. If you don't sign up for 9 week session you can't participate. Only drop in is bounce – unstructured. % who can commit – others are left out b/c they cannot commit. Programs – summer reading, etc., have huge turnout b/c one day event that you can aim for 9come and go). Big turnout – surprisingly large for population and library. Either one time event or long term commitment. Having a separate area for kids is good.

vi) Everything said thus far – as well as self check. Teaches kids patience. Accountability for their library card and to follow instructions. Like the computers for the kids – very open, can monitor if they are stuck or if someone is not sharing. Just moved from Arizona. Nooks really work well for adults and for kids. My 8 year old is starting the chapter book – leave me alone to finish it – areas set aside for quiet readers. My son loves legos – to get him in we play, then get books and sit down and read. They feel comfortable. Areas to be more imaginative.

vii) Staff most certainly. Erica is constantly looking stuff up, getting things in, response to suggestions, etc. (here and you are the first one on the list). This is my library – I don't have one at home. We have a small place… Work at Post Office, see a lot of people – they interact with the public constantly. Hear stories all day long about the area offices, etc. People notice. They greet you and know you by name. You had mentioned hands-on things – dedicated sections for different things. IF the library is about education and learning - hobbies, investing, careers, travel, history of Texas and world cities. Displays, or permanent collections. In order to reach / I come b/c my grandmother took me to the library when I was young. We've been here 9 years, without a library for some of those. If we reach the children then they

viii) Teens – don't want to be here – some adults don't want them to be here.

ix) MR. Dewey Bear takes up the whole space.

x) No PACs for mom's at children's area

xi) Keep restroom near kid's area.

B. What would you like to be able to do or have access to at the Library, but currently cannot?

i) Recently in Keller, they offer a room for homeschoolers to coop and teach. Having something available (use a room where we would not bother others).

ii) Contents / display areas for adults – challenges kids (recycled project) more of that is awesome. Competition creates momentum.

iii) Need more internet access – more computers. More varied periodicals / larger collection. Sometimes – enjoy the periodicals quietly. Quiet reading area.

iv) A computer with online catalog in children's area – have to walk away from kids if you wan to check out a book.
v) Hours – if trying to increase usage, need to be open past 6:00 more than twice a week.
vi) Little more evening programs. Other libraries have family oriented programs in the evening. If you had family book night, etc., once a week or month.
vii) More unscheduled programs.
viii) More books. Come here for programs / Go to Grapevine for books – too long a wait.
ix) Small reading rooms in quiet areas.
x) Exhibits – having them out make such a difference – see what other kids are doing and thinking. Noticed at GV – elementary boy had a rock collection, books, picture, etc. Creates interest for others.
xi) Decide who you are targeting is the point. Up to the community to decide. You would change the way you lay out and approach things. Field trips with elementary schools?
xii) Colleyville Center is less than a mile away – events don't have to stop.
xiii) Would like to see longer Saturday hours and Sunday hours.
xiv) It would be nice if there was a nice sitting area to be able to use those – they are meaty books / reference books. Teaches children these are valuable, peak curiosity.
xv) Art Display – gallery to share prints, etc. Get the kids in here. We have little ones – getting up to 17 – I would like to have my kids still want to be in the library. Maybe special programming – Hearst has anime or something like that for tweens to get involved in. Volunteering at the library – get kids interested and reacquainted with the library.
xvi) Where are those teenagers? They are here volunteering like crazy – they are so busy with other activities they don't have time for the library.
xvii) DVDs are only week for checkout – a few extra days could help. Don't have a lot of experience – we come, look for what we want, check it out, etc. Haven't spent a lot of time thinking about how to improve. Make it comfortable for people to be there – of all ages. It would be right to reach everyone. Don't put children off in the back corner or build a wall – a physical – children understand when they are in a corner or an afterthought. Children understand the wall in the spirit realm. Put the adults upstairs in the back corner. A lot of great ideas and valid opinions in this room – and this library is big enough for all of them.
xviii) I've never sat and read leisurely with kids in tow. Security issues, etc. Always feel that I have to hush and hover to keep them from bothering others.
xix) Just such a way that the schools can get synced up – need to be able to refer, etc. Territorial school librarians? Wonderful to feel that we are not disturbing others with the kids.
xx) Watch for the adult programming – they either seem way older / oriented. Informative middle of the road parent. Parenting issues – internet safety, etc. They could educate us. Need advice – where do we go next with chapter books, etc.
xxi) Just more room – spread out and room to shelve everything. DVD collection growing – wonderful to watch it grow over the years.
xxii) Pull the book? Staffing issues. Racing down the aisles.
xxiii) Not catering to building a play place.
xxiv) Council should consider converting P/T to F/T to mitigate turnover and allow

C. Describe your ideal visit to the Library in five or ten years. What is your experience? What are you doing?
i) Want human contact still – something inviting for the kids – maybe my kids will be eighteen – are they going to be interested in the library? For me, I hope there are programs for me – bookclub, etc. Something to peak my interests. Libraries are a great respite. Learn and be educated. Always learning, quest for knowledge, travel, things outside these walls. Guest speakers, authors, etc.

ii) Commitment to keep up with the technology – maintain current technology. At the website you can download things expand the collection - Fiction / non-fiction / things with pictures / ebooks and music as well.
iii) At that time, they will be 13, 15 and 17. I would love to be able to have family events…don't wan to fool yourself – wouldn't it be great if we could sit, drink coffee, read, the kids could work on their projects, etc. Always want to be here together as a family. Something to appeal to all ages.
iv) Just like it is now, but more room, more stuff.
v) See the steps change – they are incredibly steep. It is hard for me to help my kids down the stairs. Fear of someone falling. People are having larger families. Two hands and four kids. Beautiful but rock hard.
vi) Cannot maneuver books around metal grate to drop books in return.
vii) Separation of children's and adult area / quiet space to read.
viii) We have a particular library in this city – Colleyville is a homey town and if you want them to have a love of learning you have to expose them to books. This needs to be a community center. Computers will replace a lot – but the human factor, feeling comfortable, holding the book – it makes it special. You can get the 'info' somewhere else, but if you want people to be literate and to love reading, you need have a welcoming space.

3. Conclusion
   A. Feedback on the Session
      i) Delta
         (1) 4 women with little children – their main focus is on programming – not enough cross sectional representation of all library users
         (2) Would be beneficial to separate the groups and then bring it all together. For example, seniors.

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City of Colleyville
City Council
Agenda Briefing

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

Agenda Number 5a **Agenda Date** 04/19/2016 **Number** Ordinance O-16-1978
Type Ordinance
Department Community Development

Title
Consideration of a zoning change from the AG-Agricultural zoning district to the R20-Single Family Residential zoning district in Abstract 1176 of the J.J. Newton Survey, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive, Case ZC15-022

Strategy Map Connection
There is no strategy map connection for this item.

Explanation
Second Reading and Public Hearing

There were three speakers at the April 5, 2016 City Council meeting. Two citizens spoke in support of the request, with one expressing concerns and one citizen speaking in opposition. Additionally, one citizen registered their opposition to the request but did not wish to speak. An additional letter from an adjacent property owner was received and is attached for reference; it indicates support of an emergency access only gate in the southwest corner of the subject property.

At the April 5, 2016 City Council meeting City Council requested several items to be provided in a revised proposal at the second reading. The items requested below are listed, and how each item has been addressed is included for reference:

1. To convert the proposed zoning district to Planned Unit Development-Residential (PUD-R). Attach the project layout and the Memorandum of Understanding between the development and 5616 Bransford Road regarding landscaping and screening. It was stated at the City Council meeting that a modification to required open space percentage would be acknowledged with the revised request.

>>The applicant has revised the request to reflect a PUD-R and has provided a revised Statement of Planning Objectives to address requirements of PUD-R's. The applicant has revised the exhibit to reflect the entry feature shown at the City Council meeting and has made several other non-substantive changes. The draft ordinance has been revised to include most items proposed in the updated Statement of Planning Objectives. Items that had enforceability concerns have either been reworded or removed from the draft ordinance, all with general consent of the applicant. The project layout is attached to the draft ordinance as Exhibit "C." The Memorandum of Understanding has been attached to the draft ordinance as Exhibit "D." A

Development Comparison Details Form, utilized for PUD-R's, has been attached for reference and reflects the entire project area (approximately 18.23 acres).

2. To incorporate the request for private streets, understanding that a subsequent Private Street Development request for the development would need to be forthcoming for City Council review and consideration, along with an associated plat.

>>An ordinance provision has been included in the draft ordinance as follows: "The development shall be a private, gated community. This PUD-R does not constitute approval of the required plat and documentation associated with Private Street Developments in Chapter 10 (Private Streets and Entrance Gates). The plat and required documentation must be provided and approved by City Council in a separate application and submittal."

3. To restrict gate access in the southwest corner of the subject property to emergency access only.

>>An ordinance provision has been included in the draft ordinance as follows: "The gate in the southwest corner of the subject property, as reflected in Exhibit “C,” shall be for emergency access only and shall not be opened for residential traffic."

4. To provide a design feature to turn around on the north side of the emergency access only gate in the southwest corner of the subject property.

>>A Code-compliant cul-de-sac has been added to the southwest corner of the subject property, on the north side of the emergency access only gate. The revision did not cause any of the proposed lots to fall below 20,000 square feet in lot area. The cul-de-sac's right-of-way will be a minimum of 100 feet in diameter and will meet all other Land Development Code requirements.

In addition to the changes referenced above, the applicant is requesting two modifications from the previous proposal. First, an increase in maximum lot coverage is requested, from the 30 percent maximum required in the R-20 District to 40 percent maximum. The base PUD-R District regulations require a maximum of 50 percent lot coverage so the 40 percent maximum requested would be more restrictive than the PUD-R District's base regulations and less restrictive than the previously requested R-20 District's regulations.

Secondly, the applicant is requesting minimum lot dimensions of 100 feet by 125 feet (consistent with R-20) on all lots except for one. The applicant is requesting a modification to minimum lot width on proposed Lot 4, Block A. The lot width on proposed Lot 4, Block A, as measured along the curve of the front setback line, would be 81 feet. An ordinance provision is included in the draft ordinance under "minimum lot width" accordingly.

Please note, Exhibit "C" in the draft ordinance contains one discrepancy. The minimum lot dimensions are shown as 105 feet by 190 feet. The applicant has been notified of the discrepancy and has committed to providing a revised Exhibit "C." The attached draft ordinance will be revised accordingly prior to approval signatures.

Since the project has not been reviewed to plat level detail, a deviation from City regulations reflected on the exhibit does not constitute a waiver or modification in regulations unless specifically noted in the briefing or in the PUD-R ordinance. All public infrastructure is required to meet minimum standards per all City regulations. A complete and accurate tree survey has not yet been submitted or reviewed, and the project has not been reviewed for compliance with Chapter 5 (Tree Preservation); no waivers to tree preservation requirements are requested with this proposal, and the proposal has not been evaluated for maximum tree preservation opportunities.

First Reading and Public Hearing

The following briefing has not been updated since the April 5, 2016 City Council meeting, and reflects the original rezoning request of R-20 Single Family Residential District.

WPC Acquisitions, Inc., the applicant, has submitted a request to rezone approximately 13.3 acres, located at 5700 Winnie Drive, from the AG-Agricultural District to the R-20-Single Family Residential District. The applicant is seeking a zoning change to create consistency with the surrounding R-20 zoning districts with the intention of creating a 24-lot residential subdivision. Although the subject property requesting the rezoning is 13.3 acres, the proposed project would include some land already zoned R-20 for a total project acreage of approximately 18.2 acres.

Existing Conditions/Background: The subject property is currently platted as Lot 1R-A, Block 1, of the Kay's Circle B Bar K Ranch Addition. A subsequent preliminary/final plat will be required prior to subdividing the property, should the rezoning request be approved. Lot 1R-A is currently zoned AG-Agricultural District, whereas the remaining lots within the Kay's Circle B Bar K Ranch Addition are zoned R-20 Single Family Residential District. The applicant has submitted a preliminary/final plat currently under review (PC16-003) which is generally consistent with the conceptual zoning exhibit associated with this request.

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:

R-20 Single Family Residential (Electrical Sub-station)	R-20 Single Family Residential (Undeveloped)	R-20 Single Family Residential (Single Family Homes)
R-20 Single Family Residential (Rustic Oaks Residential Subdivision)	***Subject Property*** AG-Agricultural (Single Family Home with Accessory Structures)	R-20 Single Family Residential (Single Family Homes)
R-20 Single Family Residential (Rustic Oaks Residential Subdivision)	R-20 Single Family Residential (Single Family Homes)	R-20 Single Family Residential (Single Family Homes)

Proposed Zoning Change: The applicant is requesting a zoning change from AG-Agricultural District to R-20-Single Family Residential District with the intent to subdivide four parcels into 24 residential lots and two interior open space areas.

The applicant has provided a zoning exhibit, which is conceptual in nature, and not up for consideration as part of the zoning request. The conceptual zoning exhibit shows the entire project area with the subject property of the rezoning request outlined in red. The conceptual exhibit reflects a total of 24 residential lots for the project, with an average lot area of 23,521 square feet. In addition to the 24 residential lots, the exhibit includes two interior open space areas and a large, defined entryway. The applicant has shared conceptual renderings for the entryway (not yet formally submitted) that would preserve many of the existing mature trees and create a unique design to define the neighborhood.

The applicant has expressed intent to request private streets within a gated community with the associated plat application not yet scheduled for consideration by City Council. Based on the information provided with the plat, staff has determined that the proposed subdivision would be technically feasible in terms of space, design, and engineering. The applicant has stated that should the rezoning request be approved, they would schedule the plat with private streets for consideration by City Council.

Ordinance – Chapter 3 (Land Use) of the Land Development Code identifies the purpose and intent of the R-20 – Single Family Residential District as primarily oriented toward low density residential purposes and open space uses. Additionally, it states the principal uses shall be moderately low density, detached single family homes.

Per Section 3.24 G, Schedule of District Regulations in the Land Development Code, the R-20 District regulations require the following standards:

Minimum Lot Area: 20,000 square feet
Minimum Lot Width: 100 feet
Minimum Lot Depth: 125 feet
Minimum Front Yard Setback: 30 feet

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

Analysis – The conceptual zoning exhibit appears to meet the R-20 District's minimum lot area of 20,000 square feet and other standards as listed above. The zoning designations for all properties directly adjacent to the subject property are R-20, but many of the lots in the immediate vicinity are greater than 40,000 square feet. Although the R-20 District as requested would be consistent with the surrounding zoning designations, the proposed lots would be smaller than many of the surrounding lots. An exhibit providing existing lot sizes in the vicinity has been provided with this item for reference.

Public Utilities: The proposed infrastructure will be required to meet the standards within the Land Development Code. Civil construction review will be finalized at the time of platting.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property for single family residential uses. The proposed rezoning request does not seek to change the use on the subject property from single family residential uses. The comprehensive plan's Residential Density Policy states that the maximum density of each residential project shall be 1.8 dwelling units per gross acre. The proposed density for the project is approximately 1.3 dwelling units per gross acre.

Additionally, the subject property is located within the Western Central Colleyville Neighborhood (Neighborhood Area 5). This area is characterized by a mix of residential lot sizes with an approximate residential density of 1.16 dwelling units per gross acre. The requested zoning change is generally consistent with the comprehensive plan.

Fees: Park Land Dedication Fees are required, in the amount of $1,802 per residential lot. Park Land Dedication Fees are due prior to filing the plat for record. Impact Fees are also required per Chapter 13 (Impact Fees) of the Land Development Code and are due prior to the issuance of a Building Permit.

Tree Preservation: Any future subdivision of the subject property must comply with Chapter 5 -Tree Preservation of the Land Development Code. Where any tree is slated for removal, no site grading, dirt disturbance or new construction may occur on the property until a tree removal permit has been issued that is associated with an approved tree preservation plan.

In addition to the requirements for submittal of a Tree Removal Permit and Tree Preservation Plan, future development on the site must maintain the minimum existing protected tree canopy coverage as required in Chapter 5. Staff has received a preliminary tree survey as part of the associated plat application currently under review. Additional information is required to determine compliance, but the applicant is

aware of the requirements and is working with staff to provide all necessary information.

Public Notification: Staff mailed public hearing notices to 23 property owners within 200 feet of the subject property as well as any Homeowners Associations within 500 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. To date, one letter of support, two letters of support with concerns, and two letters of opposition have been received. One letter of opposition was withdrawn and resubmitted as a letter of support. The current percentage of property owners within 200 feet in opposition to the proposal is 3.23 percent. In response to the one letter of opposition, the applicant has provided the property owner with a Memorandum of Understanding detailing additional landscape screening. Finally, at the March 14, 2016 Planning and Zoning Commission meeting one citizen registered their support and wished to speak.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of this request at the March 14, 2016 meeting by a vote of 5-0.

Staff Recommendation: The proposed zoning change is consistent with the City's comprehensive plan. Although the proposed lot sizes are smaller than many of the lots in the immediate vicinity, the requested R-20 District is consistent with the surrounding zoning designations. The conceptual zoning exhibit appears to meet the requirements of the Land Development Code. Staff recommends approval of the proposed rezoning request.

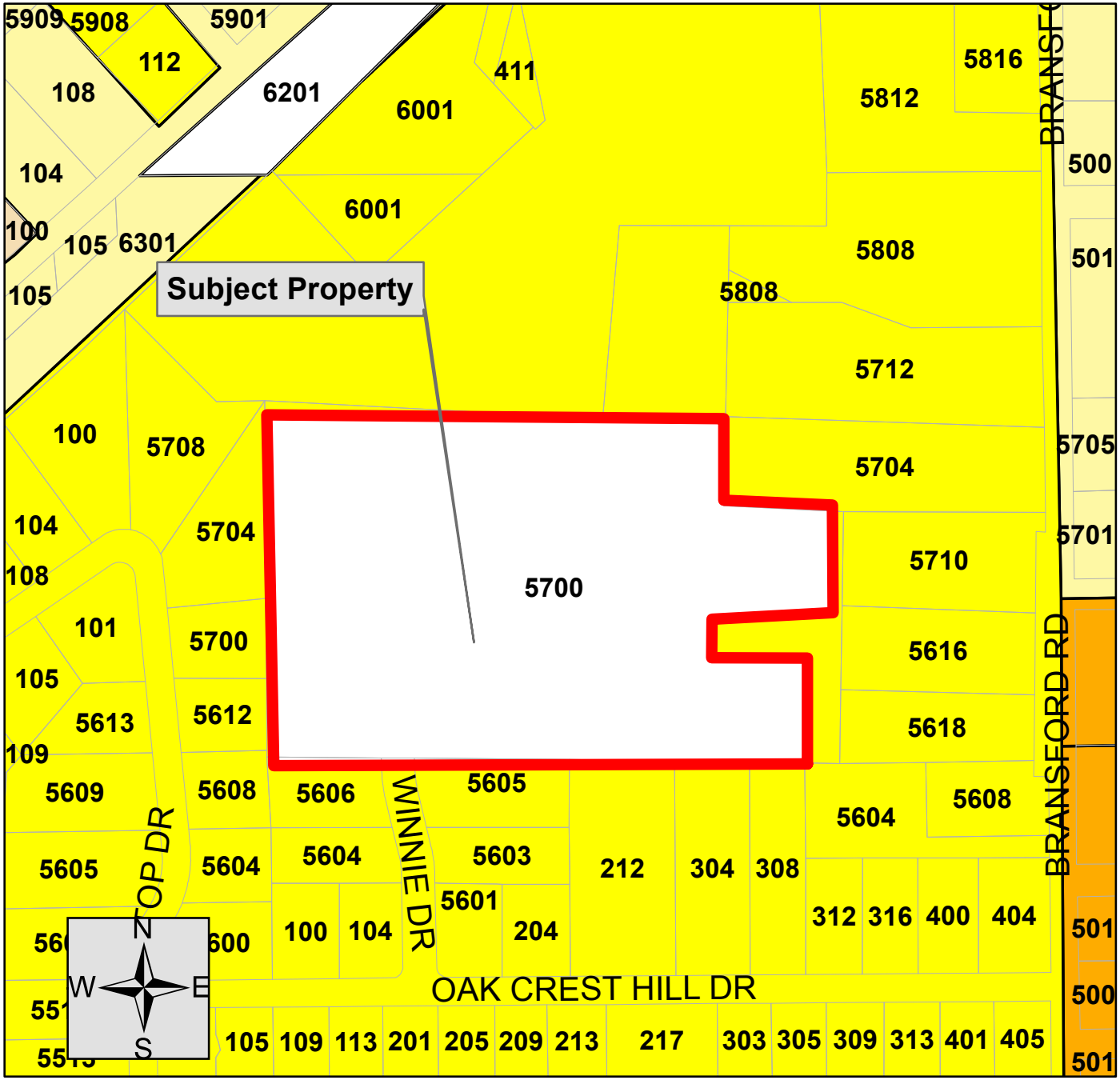
Financial Impact
There is no financial impact to the City.

Recommendation
Approve

Attachments
1. Zoning Map
2. Aerial Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Zoning Exhibit
6. Surrounding Lot Area Exhibit
7. Public Notification Map
8. Public Notification List
9. Opposition Map
10. Letters of Opposition
11. Letter of Support

12. Letters of Support with Concerns
13. Letter of Support - Tate
14. Memorandum of Understanding - Tanner
15. Speaker Cards - April 5, 2016 - Support
16. Speaker Cards - April 5, 2016 - Opposition
17. Development Comparison Details Form
18. Original Statement of Planning Objectives
19. Original Conceptual Zoning Exhibit
20. Ordinance O-16-1978

Zoning Map



Case ZC15-022

5700 Winnie Drive

Legend

- Subject Property
- Parcels
- AG Agricultural
- CC-1 Village Retail
- CC-2 Shopping Center
- CC-3 Highway Commercial
- CN Neighborhood Commercial
- CP0 Professional Office
- ML Light Manufacturing
- PUD-C Planned Unit Development, Commercial
- PUD-R Planned Unit Development, Residential
- R-10 Single Family Residential (10,000 sq. ft. min)
- R-15 Single Family Residential (15,000 sq. ft. min)
- R-20 Single Family Residential (20,000 sq. ft. min)
- R-30 Single Family Residential (30,000 sq. ft. min)
- R-40 Single Family Residential (40,000 sq. ft. min)
- R-MF Multi-Family Residential
- RD Two Family Residential
- RE Single Family 'Estate' Residential

CITY OF COLLEYVILLE TEXAS

Aerial Map

Case ZC15-022

5700 Winnie Drive

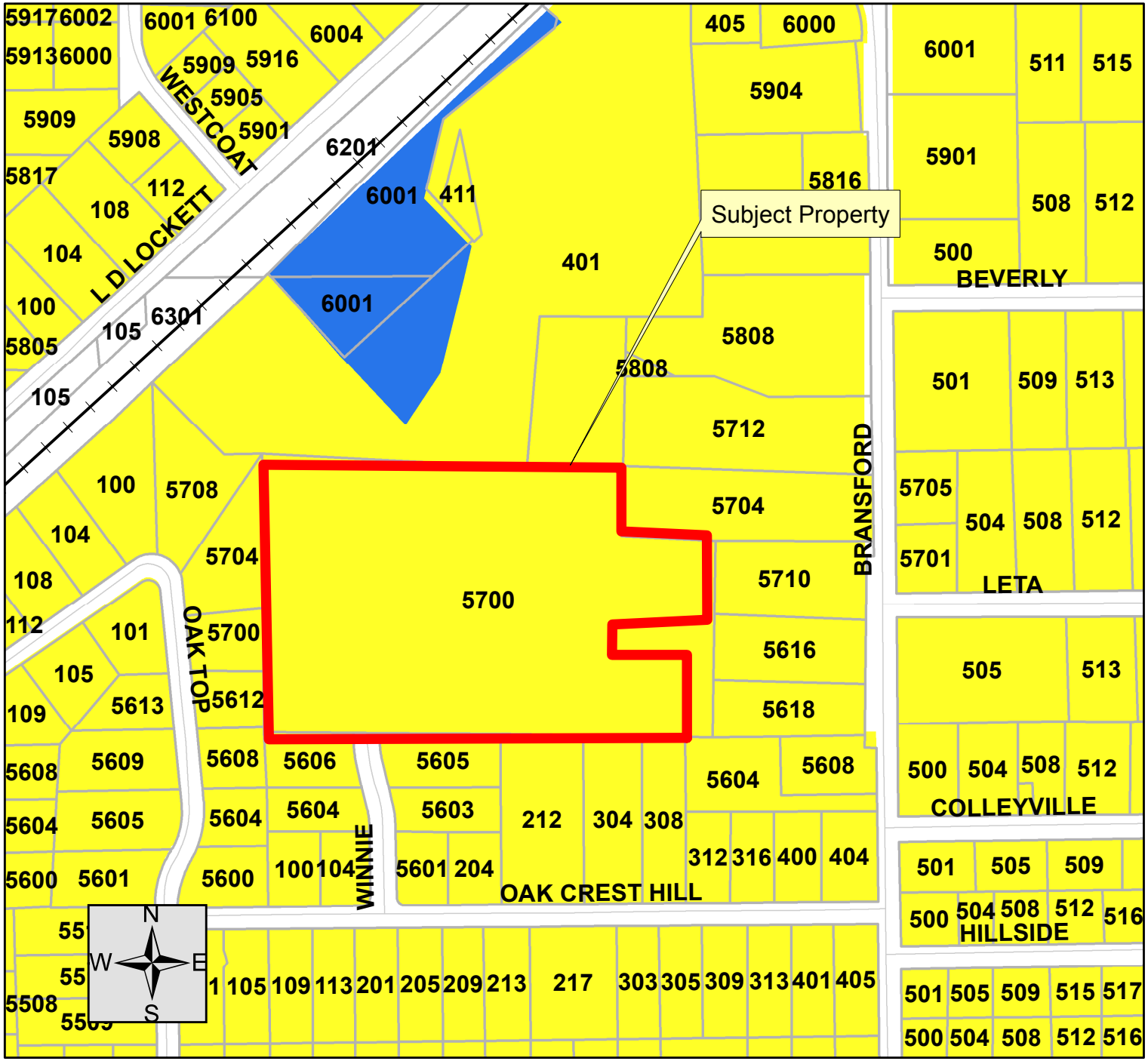
Legend

Subject Property

Parcels

CITY OF COLLEYVILLE TEXAS

Future Land Use Map



Case ZC15-022
5700 Winnie Drive

Legend

- Subject Property
- RESIDENTIAL
- COMMERCIAL
- INSTITUTIONAL
- PARKS/ OPEN SPACE
- COLLEYVLLE BLVD CORRIDOR
- Parcels

CITY OF COLLEYVILLE TEXAS

Oakleigh

Colleyville, Texas

Zoning Narrative –12 April 2016

WPC Acquisitions, Inc., Developer *Sage Group, Inc., Land Planner*

Statement of Planning Objectives

Oakleigh is a proposed residential neighborhood to be developed by WPC Acquisitions, Inc. under the Planned Unit Development regulations for Residential development (PUD-R) (the area to be rezoned) with the remainder to be developed under the existing R-20 Single Family Residential District regulations for residential development in the City of Colleyville. The total project area is 18.231 acres, of which 13.299 acres are subject to this zoning application for PUD-R, as detailed below. The property is located on the west side of Bransford Road, near Leta Lane. Currently, approximately 27% of the property is zoned R-20; the remaining 73% is zoned AG. This rezoning request addresses only the current AG property, specifying development regulations complimentary with the R-20 property, with the intent to unify the property into one cohesive, master-planned, custom residential development of the highest quality.

There is currently a single-family home, barns and other structures on the property. All will be removed.

The surrounding area is entirely zoned R-20, and the initial concept was to zone this area similarly. However, as directed by the City Council, we have converted the request into a PUD-R, with similar Development Regulations, intended to assure the city the site plan will proceed as proposed.

The proposed plan, with minimum 20,000 s.f. lots and open space, would be consistent with the neighborhood, as well as the city's Future Land Use Plan.

All residential lots within Oakleigh, as shown on the Zoning Concept Plan Exhibit, shall be a minimum of 20,000 s.f., a size which is consistent with the R-20 zoning of the adjacent subdivisions. Quality and compatibility with the adjacent residential, as well as the rest of Colleyville is essential, and we have designed this proposal with those goals in mind.

The residences planned for Oakleigh will be very upscale, with selling prices estimated to average approximately $1.2 million. The development will have as its focal point, and feature, a central open space "park" as the main amenity for the neighborhood. This area is particularly tree covered, and we have chosen to save this large area as the best method to assure this large tree area is saved. Open Space will make up almost 15% of the project area.

In order to achieve the price points identified above, Oakleigh will be proposed as a gated community with private streets. A single estate-like entry from Bransford Road will provide a distinctive and quality main entry. Because there are no existing streets coming from the west or north of the adjacent properties to connect to, a second point of

emergency access will be made from the street stubbed to this property from the adjacent development to the south (Winnie Lane). We propose to have an “Emergency Only” gate installed there, meeting the requirements of the Fire Department for their access.

Many of the large existing trees on the property have been taken into consideration in project planning and many of them will be preserved during development and subsequent home building. As this is planned to be an exclusively custom home development, home sites will not be mass-graded, to allow each home the opportunity to build around the large and plentiful trees. There will be a requirement of two street trees for every residential lot to be installed by the home builders, adjacent to the street rights of way, unless there are already existing trees there that are saved. To encourage pedestrian activity in the neighborhood, sidewalks will be built along the front of each lot, connecting to the internal open space areas.

The scale and orientation of the development has been designed to have an inviting visual flow with the existing neighborhoods and surrounding uses. The design criteria of the homes will create high quality designed homes in keeping with both the immediate neighborhood and Colleyville as a whole.

Development Schedule

Oakleigh will be developed in a single phase with the development commencing upon the successful completion of the zoning and platting and the subsequent approval of the final plat and engineering plans. Construction of homes is anticipated to start immediately upon completion of the subdivision’s infrastructure, estimated to be Summer, 2017.

Economic Development Information

Oakleigh will have a total of twenty four (24) homes, each with an estimated average value upon completion of $1,200,000, resulting in an overall tax base of over $27,000,000. At the current tax rate of 2.694677%, the total taxes generated from the development are projected to be $734,911, with $101,577 generated directly for the City, annually.

Development Standards

Permitted Land Use:	Single Family Residential Detached
Minimum House Size:	3,500 square feet for a single story home, 4,000 square feet for a two story home
Minimum Lot Area:	20,000 s.f.
Minimum Lot Width:	One hundred feet (100') measured at the building setback line, except pie-shaped corner or cul-de-sac lots, in which case the minimum shall be eighty one feet (81') at the building setback line.
Front Yard Setbacks:	Thirty feet (30') back of the property line
Rear Yard Setbacks:	Twenty Five feet (25')
Side Yard Setbacks:	Ten feet (10')
Maximum Lot Coverage:	Forty (40%) Percent for Structures.
Minimum Roof Pitch:	Minimum of a 10:12 roof pitch, unless architecturally required to vary, based on home style.
Garage Standard:	Minimum of a three car garage with wood like, architecturally enhanced doors, or contemporary style doors to compliment the architecture of the residence.
Masonry Requirement:	One hundred percent (100%) brick, stone or real stucco masonry. No EIFS or artificial stucco material shall be permitted in the subdivision.
Additional Elevation Requirements:	All plans will be reviewed by Oakleigh Architectural Review Committee. Elevations will have a hierarchy of plate dominance featuring custom front doors and entrances; balanced architectural features and interests with natural tones for paint and exterior finishes. Roofing to be either 40 year Architectural Dimensional shingles, slate, tile or standing seam metal. Each elevation should add interest to the entire streetscape.
Windows:	No aluminum windows allowed in the subdivision, only windows of higher quality and energy efficiency, such as vinyl or vinyl clad wood, will be allowed. All windows will be insulated glass with a "low-e" specification.

Landscape:	Each residence shall be fully landscaped by plans designed by a professional landscape architect.
Fencing:	Wood fencing between lots is permitted. All front elevation fences, from the front of the house to the side property line, shall be open style fencing of decorative metal, and/or masonry. All lots backing or siding to the Common Open Space shall be open style fencing of decorative metal, and/or Masonry. Where lots back to existing residential lots, the existing fence may be kept, maintained or improved in coordination with each owner. Existing pipe rail fencing may be replaced with a wooden screening fence. Where open space lots border adjacent properties, either the existing fence will be maintained or improved, or a decorative metal fence will be installed, all in cooperation with the adjacent property owner.
Streetscape Standards:	Minimum of two (2) three-inch (3”) caliper trees per front yard, unless quality existing trees are present and saved. Fully landscaped and sprinklered front and rear yard within sixty days of completing a house.
Front Yard Maintenance:	The open space lots within the subdivision shall be maintained in a consistent, uniform manner by the Oakleigh Homeowners Association through dues collected from the individual homeowners. Membership in the Homeowner’s Association is mandatory.
Open Space Standards:	Except for the natural tree preservation areas, the Common Open Space shall be fully landscaped and irrigated with a combination of trees and shrubbery pursuant to an approved landscape plan. The Common Open Space shall be owned and operated by the Oakleigh Homeowners Association which shall have a mandatory membership of all homeowners and shall collect dues in amounts satisfactory to maintain the Common Open Space. The Association shall have fine and lien rights as permitted by law to enforce compliance with the rules of the association.
Signage:	A monument sign and/or other monumentation identifying the subdivision shall be built at the gated entry from Bransford Road.

PROPERTY DESCRIPTION

BEING a 13.299 acre tract of land in the J.J. Newton Survey, Abstract Number 1176, situated in the City of Colleyville, Tarrant County, Texas, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch, an addition to the City of Colleyville, Tarrant County, Texas, recorded in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. The bearings for this description are based on the bearings as they appear in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. Said 13.299 acre tract being described by metes and bounds as follows:

COMMENCING at a 5/8" iron rod found at the southeast corner of said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE North 89°06'48" West, along the south line of said Lot 1R-A, Kay's Circle B Bar K Ranch Addition, a distance of 60.52 Feet to the PLACE OF BEGINNING;

THENCE North 89°06'48" West, continuing along the south line of said Lot 1R-A, Kay's Circle B Bar K Ranch Addition, a distance of 442.56 Feet to a ½" iron rod with plastic cap stamped "RPLS 4818";

THENCE North 89°34'20" West, continuing along the south line of said Lot 1R-A, a distance of 528.82 Feet to a 5/8" iron rod found at the southwest corner of said Lot 1R-A;

THENCE North 00°19'54" West, along the west line of the said Lot 1R-A, a distance of 642.23 Feet to a 5/8" iron rod found at the most westerly north west corner of said Lot 1R-A;

THENCE South 86°55'50" East, along a northerly line of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 830.98 Feet to a point on the westerly line of Lot 1, Block 1, Crouch Addition, an Addition to the City of Colleyville recorded in Cabinet A, Slide 1096, Plat Records, Tarrant County, Texas, and being on the east line of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE South 01°09'36" West, along the common line of the said Lot 1, Block 1, Crouch Addition, and Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 144.83 Feet to a 5/8" iron rod found at the southwest corner of the said Lot 1, Block 1, Crouch Addition, same being an inner ell corner of the said Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition;

THENCE South 87°03'08" East, along the common line of the said Lot 1, Block 1, Crouch Addition, and Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, a distance of 196.21 Feet to a point for corner;

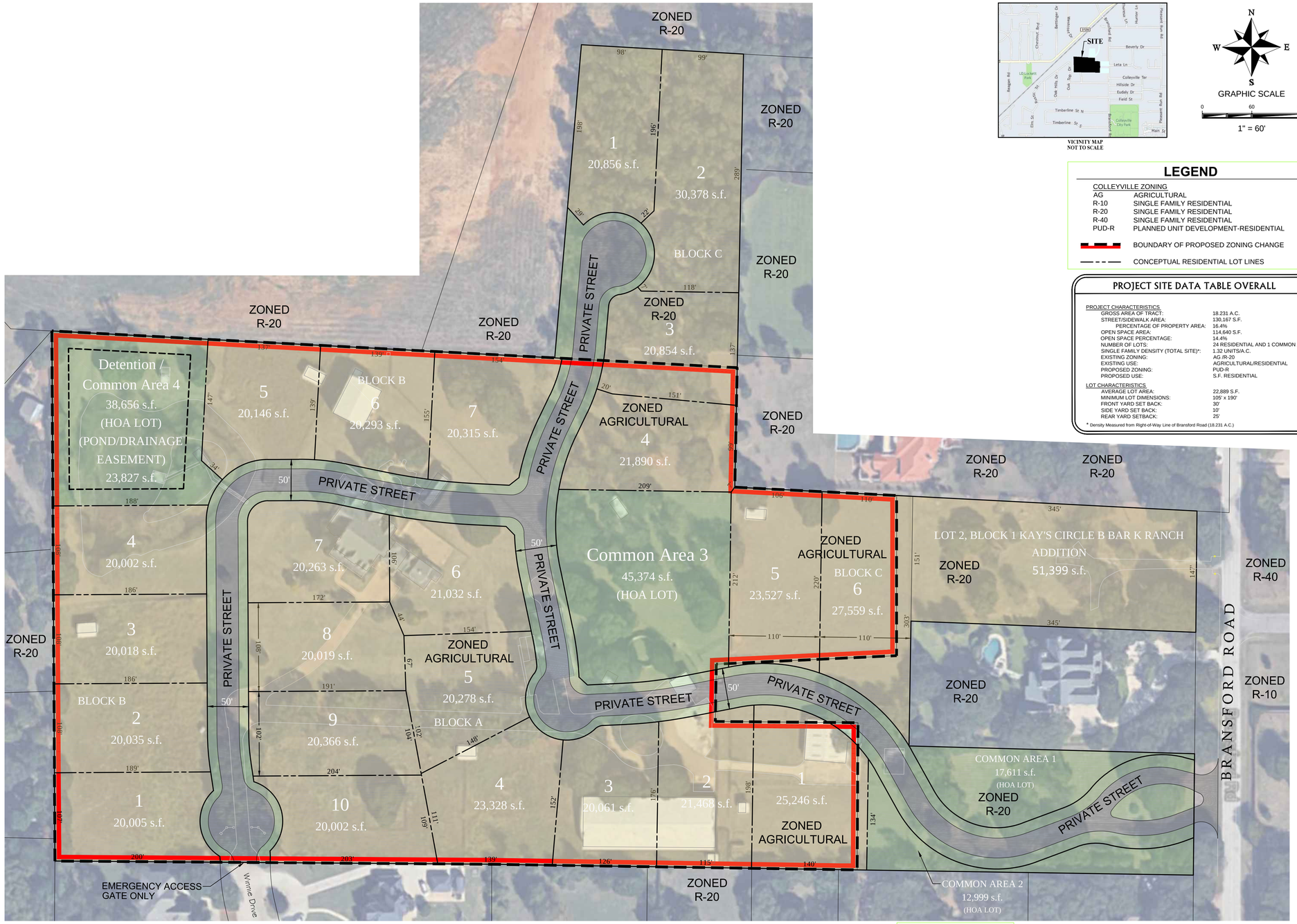
THENCE South 00°01'20" West, a distance of 194.00 feet to a point for corner;

THENCE South 87°18'10" West, a distance of 218.55 feet to a point for corner;

THENCE South 00°56'10" West, a distance of 69.50 feet to a point for corner;

THENCE South 89°31'00" East, a distance of 172.75 feet to a point for corner;

THENCE South 00°19'10" West, a distance of 178.39 Feet to the POINT OF BEGINNING, and containing a computed area of 13.299 Acres, more or less.



VICINITY MAP
NOT TO SCALE

N
W E
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GRAPHIC SCALE

0 60 120 FEET

1" = 60'

LEGEND

COLLEYVILLE ZONING

AG	AGRICULTURAL
R-10	SINGLE FAMILY RESIDENTIAL
R-20	SINGLE FAMILY RESIDENTIAL
R-40	SINGLE FAMILY RESIDENTIAL
PUD-R	PLANNED UNIT DEVELOPMENT-RESIDENTIAL

BOUNDARY OF PROPOSED ZONING CHANGE

CONCEPTUAL RESIDENTIAL LOT LINES

PROJECT SITE DATA TABLE OVERALL

PROJECT CHARACTERISTICS	
GROSS AREA OF TRACT:	18.231 A.C.
STREET/SIDEWALK AREA:	130,167 S.F.
PERCENTAGE OF PROPERTY AREA:	16.4%
OPEN SPACE AREA:	114,640 S.F.
OPEN SPACE PERCENTAGE:	14.4%
NUMBER OF LOTS:	24 RESIDENTIAL AND 1 COMMON AREA
SINGLE FAMILY DENSITY (TOTAL SITE)*:	1.32 UNITS/A.C.
EXISTING ZONING:	AG /R-20
EXISTING USE:	AGRICULTURAL/RESIDENTIAL
PROPOSED ZONING:	PUD-R
PROPOSED USE:	S.F. RESIDENTIAL
LOT CHARACTERISTICS	
AVERAGE LOT AREA:	22,889 S.F.
MINIMUM LOT DIMENSIONS:	105' x 190'
FRONT YARD SET BACK:	30'
SIDE YARD SET BACK:	10'
REAR YARD SETBACK:	25'

* Density Measured from Right-of-Way Line of Bransford Road (18.231 A.C.)

Owner:
XTO Energy Inc.
810 Houston Street
Fort Worth, TX 76102
Contact: Edwin Ryan, Jr.
(817) 885-2336

Developer/Applicant:
WPC Acquisitions, Inc.
4131 N. Central Expressway, Suite 990
Dallas, TX 75204
Contact: Jennifer Rabon, VP of Development
(972) 479-0697

Land Planner:
SAGE Group, Inc.
1130 N. Carroll Ave., Ste. 200
Southlake, TX 76092
(817) 424-2626

Surveyor:
Whitfield - Hall Surveyors
3559 Williams Road, Suite 107
Fort Worth, TX 76116
Contact: Johnny Williams
(817) 560-2916

**ZONING EXHIBIT FOR ZONING CHANGE REQUEST FROM AG (*AGRICULTURAL*) TO PUD-R (PLANNED UNIT DEVELOPMENT *RESIDENTIAL*)

Zoning Exhibit For Zoning Change Request From AG To PUD-R

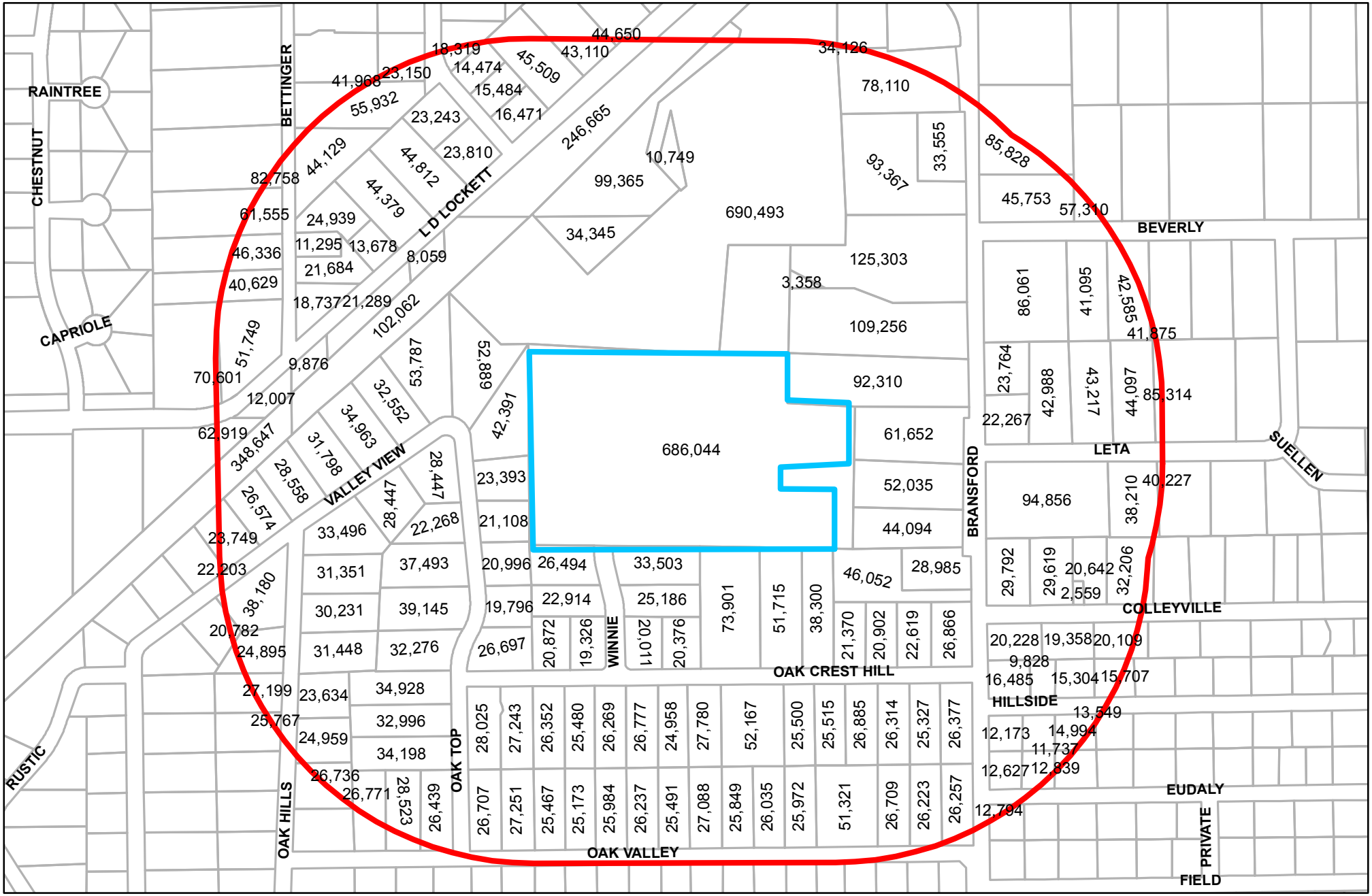
18.231 Acre Tract - 24 Lots Total

Rezoning Area = 13.299 Acres

Adams

8951 Cypress Waters Blvd., Ste. 150 ■ Dallas, Texas 75019 ■ (817) 328-3200

Surrounding Lot Area Exhibit



5700 Winnie Drive
Case ZC15-022

Legend

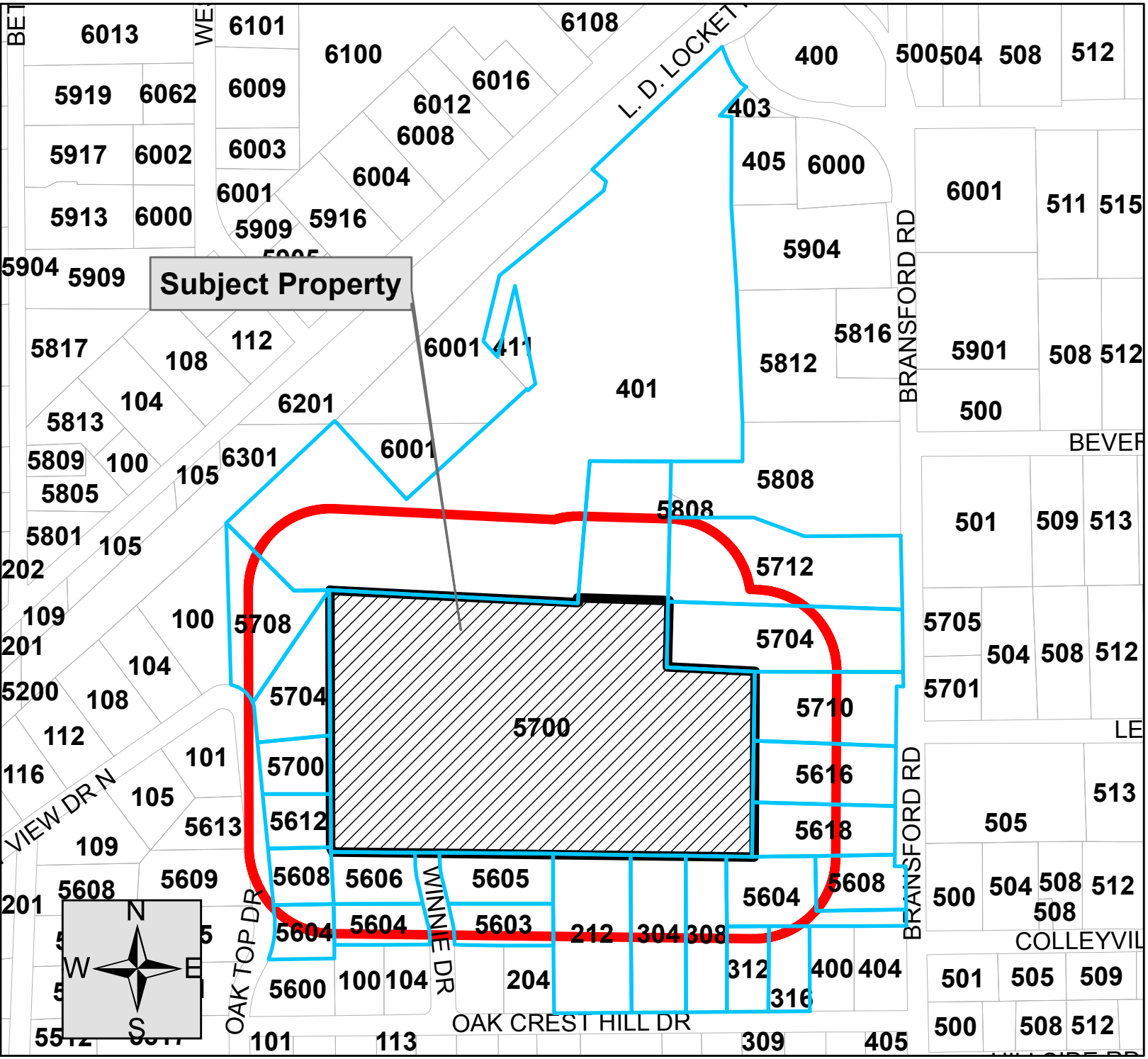
- Subject Property
- 1000 ft Buffer
- Parcels

0 62.5 125 250 375 500 Feet

Updated 03/10/16

N W E S

Public Notification Map



Case ZC15-022

5700 Winnie Drive

Legend

- Properties within 200 feet
- Subject Property
- Parcels

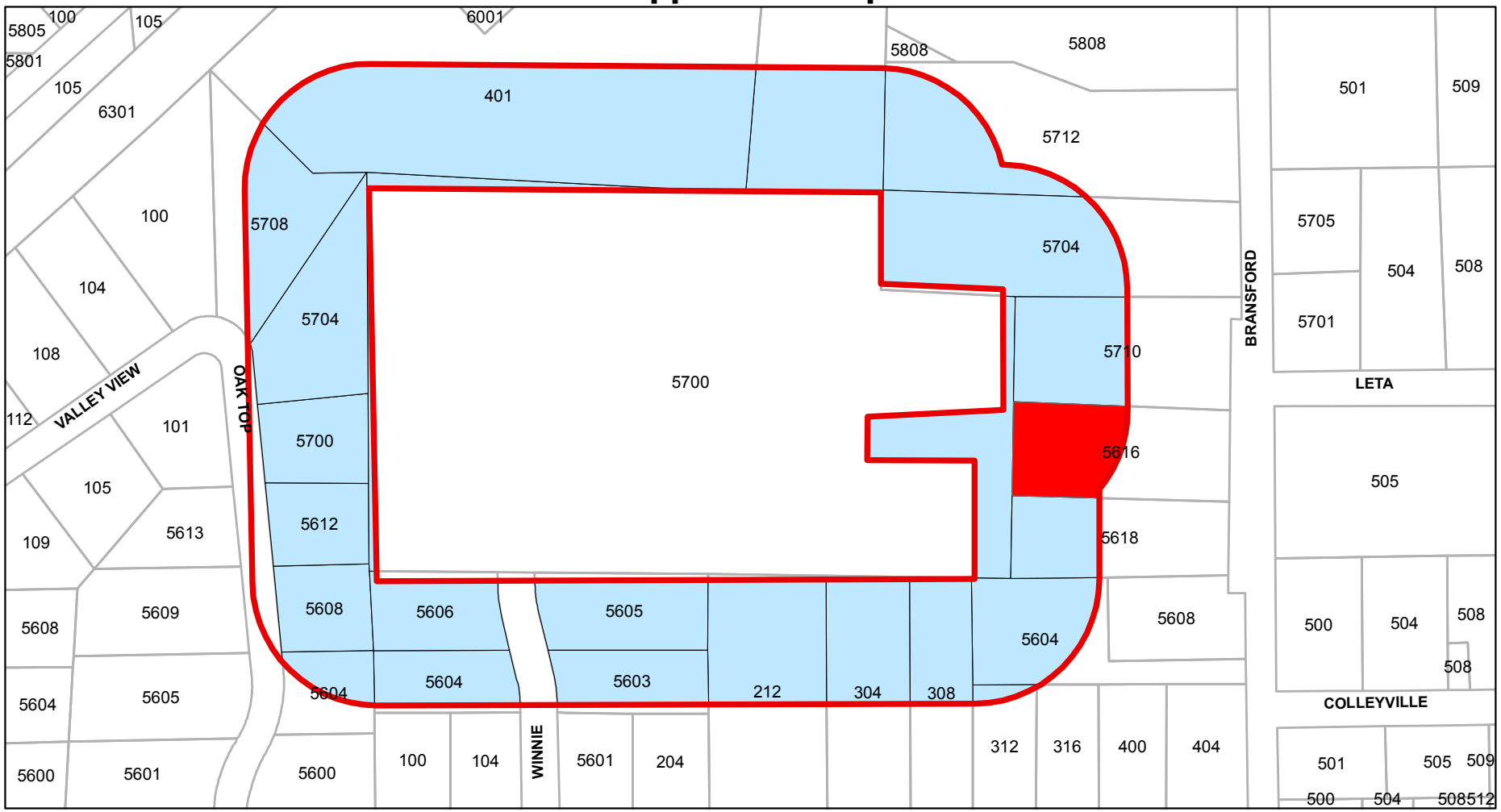
CITY OF COLLEYVILLE TEXAS

Public Notification List

Owner Name	Owner Address	Owner City	Owner State	Owner Zip	Situs Address
NEMERGUT, S P	5700 OAK TOP DR	COLLEYVILLE	TEXAS	76034	5700 OAK TOP DR
BURTIN, VIOLET M	312 OAK CREST HILL DR	COLLEYVILLE	TEXAS	76034	312 OAK CREST HILL DR
DEVEREAUX, WALTER J	5608 OAK TOP DR	COLLEYVILLE	TEXAS	76034	5608 OAK TOP DR
TATE, FREDERICK C	5605 WINNIE DR	COLLEYVILLE	TEXAS	76034	5605 WINNIE DR
SCHWARTZKOPF, KRISTINA	5612 OAK TOP DR	COLLEYVILLE	TEXAS	76034	5612 OAK TOP DR
GREEN, REVVIE A	5604 WINNIE DR	COLLEYVILLE	TEXAS	76034	5604 WINNIE DR
BOSTON, DOUGLAS	5606 WINNIE DR	COLLEYVILLE	TEXAS	76034	5606 WINNIE DR
XTO ENERGY INC	810 HOUSTON ST STE 2000	FORT WORTH	TEXAS	76102	5700 WINNIE DR
CARNEY, MAX	5712 BRANSFORD RD	COLLEYVILLE	TEXAS	76034	5712 BRANSFORD RD
BRADSHAW, BOB	5708 OAK TOP DR	COLLEYVILLE	TEXAS	76034	5708 OAK TOP DR
BUCKLEY, RACHEL L	5608 BRANSFORD RD	COLLEYVILLE	TEXAS	76034	5608 BRANSFORD RD
WRIGHT, TRENTON	316 OAK CREST HILL DR	COLLEYVILLE	TEXAS	76034	316 OAK CREST HILL DR
BARLOW, RONALD M	304 OAK CREST HILL DR	COLLEYVILLE	TEXAS	76034	304 OAK CREST HILL DR
MILAKOVICH, JOEL	5604 BRANSFORD RD	COLLEYVILLE	TEXAS	76034	5604 BRANSFORD RD
XTO ENERGY INC	810 HOUSTON ST STE 2000	FORT WORTH	TEXAS	76102	5710 BRANSFORD RD
HACKBARTH, JULIE	6732 ST MORITZ PKWY	COLLEYVILLE	TEXAS	76034	212 OAK CREST HILL DR
UTLEY, WILLIAM B	5704 OAK TOP DR	COLLEYVILLE	TEXAS	76034	5704 OAK TOP DR
FRANCIS, CHERYL ANN	308 OAK CREST HILL DR	COLLEYVILLE	TEXAS	76034	308 OAK CREST HILL DR
XTO ENERGY INC	810 HOUSTON ST STE 2000	FORT WORTH	TEXAS	76102	5618 BRANSFORD RD
GARRISON, LISA	5704 BRANSFORD RD	COLLEYVILLE	TEXAS	76034	5704 BRANSFORD RD
COLEY, LILA J	401 SHELTON DR	COLLEYVILLE	TEXAS	76034	401 SHELTON DR
TRAN, THAI V	5603 WINNIE DR	COLLEYVILLE	TEXAS	76034	5603 WINNIE DR
TANNER, BRUCE	5616 BRANSFORD RD	COLLEYVILLE	TEXAS	76034	5616 BRANSFORD RD
LANE, TROY T	5604 OAK TOP DR	COLLEYVILLE	TEXAS	76034	5604 OAK TOP DR
GRAPEVINE-COLLEYVILLE ISD	3051 IRA E. WOODS AVE	GRAPEVINE	TEXAS	76051	STATE LAW REQ.
WPC ACQUISITIONS, INC.	4131 N. CENTRAL EXPWY, STE 990	DALLAS	TEXAS	75204	APPLICANT

Public hearing notices were
mailed Friday, February 26, 2016
by Taci Wrisley

Opposition Map



Total Land Area in Buffer (Includes R.O.W): 779792.433988512 Sq Ft / 17.90 Total Acres
Total Land Area Opposed (within 200 ft Notice Area): 25226.173861 Sq. Ft/ 0.579 Total Acres
3.23 % Percent of Land Opposed (within the 200 ft. Notice Area):

Legend

- 200 ft Buffer
- Properties within the 200ft Buffer
- Properties Opposed
- Parcels

Updated 03/14/16

5700 Winnie Drive
Case ZC15-022

0 62.5 125 250 375 500 Feet

N
W E
S

Letters of Opposition

Shane Pace

From: Vicki and Bruce Tanner
Sent: Friday, March 11, 2016 2:03 PM
To: Shane Pace
Subject: concerns over rezoning for 5700 Winnie and 5612 Bransford Road

Shane,

Here are some of our concerns over the rezoning for the property at 5700 Winnie and 5612 Bransford Road (which you have listed as 5618 Bransford) :

1. Our property sits at 5616 Bransford Road. The proposed development entrance/road would run on the lot just south of our property 5612 Bransford and then curve directly behind our house within a few feet of the southwest corner of our backyard. We have concerns for road noise, lights, traffic not only on Bransford Road in front of our property but also in the future beside our house and directly behind our backyard. With iron fencing currently around our property our current view is open pasture with the longhorns grazing which would change to a view of a residential street and a driveway right behind our backyard and pool.

2. We are concerned with the additional car traffic on Bransford. Within about one block there will be three streets running east off of Bransford: Beverly, Leta and Colleyville Terrace, and two west running streets: Colleyville Terrace and the new proposed entrance to the development. We would propose if the 5700 Winnie property is rezoned from agriculture to a new housing development, the entrance to the new development should remain at the original entrance to that property off of Winnie and the lot at 5612 Bransford be developed as a single family home as currently zoned.

3. We feel the enjoyment of our property will be affected drastically by the proposed new development as we will be surrounded by the proposed new road, a driveway running to a new property, and new housing construction. We would invite you to visit the property sites to see how this would change our current neighborhood and views from our home.

Vicki and Bruce Tanner
5616 Bransford Raod

Letters of Opposition

RECEIVED
MAR 07 2016
Per .....

To whom it may concern:

We would like to protest ~~to~~ the re-zoning request. Please don't ruin the beautiful land ~~with~~ a bunch of houses! Keep Colleyville different from every other cookie-cutter city surrounding it!

Rhett + Kristin Schwartzkopf
5612 Oak Top Dr

Letter of Support

March 14, 2016

To City of Colleyville Plan Commission and City Council

Re: ZC15-022
13.299 acres Ag to R20
1750 Bransford Road, Colleyville

We have met with Wilbow representatives and as a result of knowing more about the proposed Oakleigh residential community, we support the zoning change from Agricultural to R-20 which is consistent with the surrounding properties.

Name Kristina Schwartzkopf

Address 5612 Oak Top Dr

214-808-8720

Letters of Support with Concerns

March 14, 2016

To City of Colleyville Plan Commission and City Council

Re: ZC15-022
13.299 acres Ag to R20
1750 Bransford Road, Colleyville

We have met with Wilbow representatives and as a result of knowing more about the proposed Oakleigh residential community, we support the zoning change from Agricultural to R-20 which is consistent with the surrounding properties.

CONTINGENT ON ACCEPTIBLE RESOLUTION OF DRAINAGE ISSUES RELATIVE TO POND SEEPAGE.

Name W.B. Utley

Address 5704 OAK TOP DRIVE
COLLEYVILLE
817-485 3310

Letters of Support with Concerns

March 26, 2016

Attn: Colleyville City Government
Mayor David Kelly, dkelly@colleyville.com
Mike Taylor, Mayor Pro Tem, mtaylor@colleyville.com
Carol Wollin, Place 1, cwollin@colleyville.com
Chuck Mogged, Place 2, cmogged@colleyville.com
Chris Putnam, Place 3, cputnam@colleyville.com
Jody Short, Place 4, jshort@colleyville.com
Nancy Coplen, Place 5, ncoplen@colleyville.com
Jennifer Fadden , City Manager, jfadden@colleyville.com
Cheryl Taylor, PE, City Engineer, ctaylor@colleyville.com

From: All the Residents of Winnie Drive

RE: Oakleigh Development at 5700 Winnie Drive

We the residents of Winnie Drive are writing to express our contingent support for the proposed Oakleigh development at 5700 Winnie Drive. Our properties lie adjacent to the proposed development and along Winnie Drive. Our support is contingent upon the installation of an emergency only access gate to the exit at 5700 Winnie Drive, instead of a residential use exit.

We are deeply concerned over the increased traffic flow in our neighborhood if a regular exit is installed. We feel the traffic increase will adversely affect our existing neighborhood and lead to safety issues. We are requesting that all entrance and exit traffic be directed to Bransford Road in line with Wilbrow's plan.

In discussion with Chas Fitzgerald at Wilbow Corporation he has expressed support for making the entrance at 5700 Winnie Drive an emergency only access point. However, the city has asked him to install a cul-de-sac with the emergency access only gate or install a usable exit access gate for Oakleigh resident use. The installation of a resident exit gate will increase the traffic on both Winnie Drive and Oak Crest hills. Oak Crest Hills serves as the main entrance road in the adjoining neighborhood of Rustic Oaks Addition and carries a large traffic load. Requiring Wilbow to build a cul-de-sac to satisfy our request of an emergency access only gate will limit Wilbow's design plans, and cause an economic loss to both the developer and the city as this will decrease the tax base by reducing the number of lots developed. We feel the need for land to be used for a cul-de-sac for emergency access is not necessary and an emergency access only gate is feasible. This request is in line with other recently developed neighborhoods where emergency only access gates with no cul-de-sac's have been installed, such as the Caldwell's Creek Development where there is an emergency only access gate exit on Shepherds Glen with no cul-de-sac and the Castleton Manor Development where there is an emergency only access gate transition between developments on Fegans Path with no cul-de-sac.

Letters of Support with Concerns

While we understand the city's request is for the egress of emergency vehicles, Colleyville is equipped with a highly-trained, top-of-the line Fire Department. Our neighborhood witnessed this first hand in July 2015, when Fred and Jill Tate of 5605 Winnie Drive experienced a fire at their home. The fire department did their job quickly, efficiently, and professionally which lead to minimal property damage. When the Fire Department completed their job, the three units dispatched including the large engine, did not use the Tate's circle drive to turn around, as was required by the city when the Tate's house was constructed, the Fire Department backed out down Winnie Drive.

We are supporters of progress and economic growth in Colleyville and we have reviewed Wilbow's design plans and we feel this development is in line with the City of Colleyville's vision. This development will benefit Colleyville as it will enhance Colleyville's visual appeal, increases property values, and increases our tax base. We feel it is in the best interest of Colleyville, the residents of Winnie Drive, and Oakleigh Development to approve the development plan, with the inclusion of emergency only gate access at 5700 Winnie Drive with no cul-de-sac.

Thank you for your consideration to our request and thank you for you for taking the time to serve our community, we appreciate your service.

Cordially,

Fred & Jill Tate
5605 Winnie Drive
(817) 545-9672

Douglas & Ellen Boston
5606 Winnie Drive
(817) 581-8687

Revvie Green &
Carolyn Helbert-Green
5604 Winnie Drive
(817) 485-2120

Thai Tran & Ha Hoang
5603 Winnie Dr
(817) 233-2770

Lin & Claudia Cash
5601 Winnie Drive
(817) 514-6159

Orliss & Martha Stennis
104 Oak Crest Hills Drive
(405) 919-3220

cc: Chas Fitzgerald, Wilbow Corporation,

Abra Nusser

From: Fred Tate <fred@tate-usa.com>
Sent: Tuesday, April 12, 2016 11:59 AM
To: Chas Fitzgerald
Cc: Jill Tate; Abra Nusser
Subject: Re: Oakleigh (Zoning Concept Plan)

Abra,

To confirm, Jill and I support the latest platt submitted by Wilbow which shows that there will be an emergency access easement at 5700 Winnie Drive. We would be very happy if this design were approved.

Thank you for your support.

Fred Tate
5605 Winnie Drive
(214) 405-7719
Fred@Tate-USA.com
www.Tate-USA.com

Sent from my iPhone

On Apr 12, 2016, at 9:50 AM, Chas Fitzgerald <cfitz@wilbowusa.com> wrote:

> Fred,
> I have included Abra Nussar herein for your convenience.
>
> We appreciate your support of our proposed Oakleigh community.
>
> Chas Fitzgerald
> Wilbow Corporation
> 972-994-1672
>
> ---
>
> **From:** Fred Tate [mailto:fred@tate-usa.com]
> **Sent:** Tuesday, April 12, 2016 6:14 AM
> **To:** Chas Fitzgerald <cfitz@wilbowusa.com>
> **Cc:** Jill Tate
> **Subject:** Re: Oakleigh (Zoning Concept Plan)
>
> Chas, not an issue but I am on my way out of town and will not be back till Thursday evening. If you need something ASAP please send me Abra's email.
>
> Thanks.
>
> Fred Tate
> (214) 405-7719
> Fred@Tate-USA.com
> www.Tate-USA.com

Memorandum of Understanding

WILBOW
CORPORATION

March 14, 2016

Bruce and Vicki Tanner
5616 Bransford Road,
Colleyville, TX 76034

Re: proposed Oakleigh community and landscape buffer

Dear Bruce and Vicki,

This letter will serve as a Memorandum of Understanding between you and Wilbow that should we secure our approvals for the Oakleigh community, Wilbow will instruct Curtis Young and The Sage Group to design a landscape buffer adjacent to our common property lines, those being your southern lot line and your rear property line to achieve screening from our community. The landscape border along the southern property line will be planted in the common area lot and likely incorporate the existing crape myrtles. It is our understanding that you would like us to install the backyard screening inside your fence and you would own the plantings. We are fine with this arrangement.

We will present you with a meandering layered planting design for your approval and will modify plant selections based upon your feedback. You would be responsible for irrigation and maintenance of the plantings within your yard and our homeowners association would be responsible for the plantings in the common area.

Please know that we have located our meandering entry street from Bransford Road away from our property line in consideration of your privacy. Furthermore, there is a front yard behind you for a deep lot that sides to your rear property line. The actual residence on that lot will for the most part sit behind our 1.2 acre lot to your north so your view will continue to be primarily to treetops of the proposed 1 acre common area park. In addition, the metal sheds will be dismantled and disappear from your view, which should enhance your view.

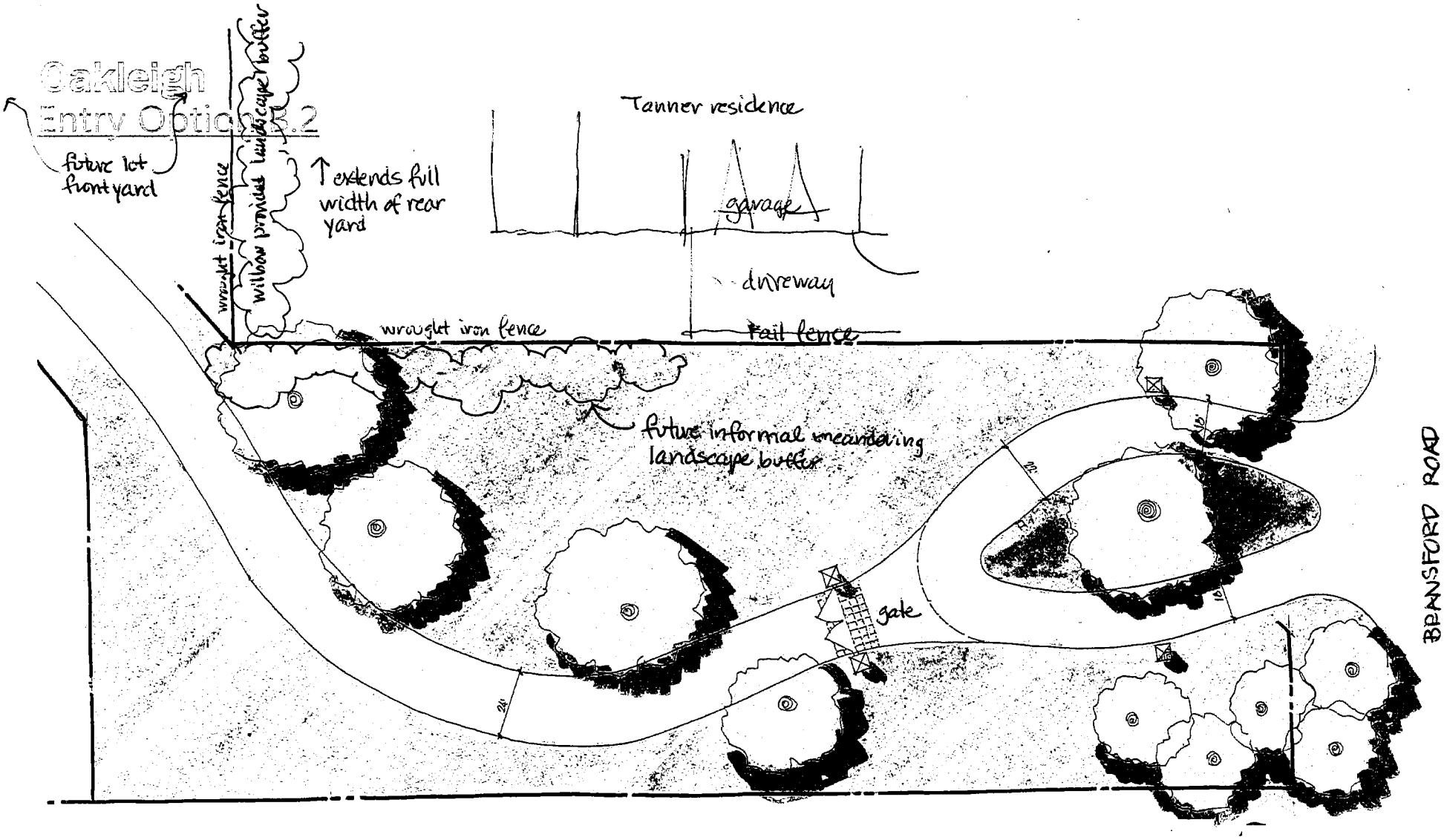
I trust that we can work together to create a beautiful luxury enclave that will fit with the area and be a good neighbor to those who have already chosen Colleyville as home.

Regards,

Chas Fitzgerald
Co-President

Wilbow Corporation Inc.
Fitzhugh Central Building
4131 N. Central Expressway
Suite 990, Lockbox 13
Dallas, Texas 75204
Telephone: 972.479.0697
Facsimile: 972.479.0397

Memorandum of Understanding



SAGE GROUP, INC.
Master Planning
Urban Design
Architecture
Landscape Architecture
1130 N. Carroll Ave., Ste 200
Southlake, Texas 76092
TEL: 817-424-2626

OAKLEIGH B.2

Alignment subject to city approval.

WILBOW CORPORATION

Speaker Cards - City Council - 04/05/2016 - Support

SPEAKER CARD

Date: 4/5/16

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: Frederick C. Tate

Address: 5605 Winnie Dr. City: Collyville

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

Speaker Cards - City Council - 04/05/2016 - Support

SPEAKER CARD

Date: 4-5-16

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: MARY UTLEY

Address: 5704 OAK TOP DR City: Colleyville, TX

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Signed: Mary Utley

This information is a Public Record

Speaker Cards - City Council - 04/05/2016 - Opposition

SPEAKER CARD

Date: 4-5-16

Agenda Item Number: 5 ← 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: Kathy Hadley

Address: 2021 N. Timberline City: Colleyville

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: Kathy Hadley

This information is a Public Record

Speaker Cards - City Council - 04/05/2016 - Opposition

SPEAKER CARD

Date: 4/5/16

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.

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

Name: Steve Waltens

Address: 716 Dunstew Path City: Colleyville

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Signed: _____

This information is a Public Record

Abra Nusser

From: Wufoo <no-reply@wufoo.com>
Sent: Wednesday, April 13, 2016 4:32 PM
To: Abra Nusser
Subject: Development Comparison Details Form [#10]

Name *	Curtis Young
Company (if applicable)	Sage Group, Inc.
Email Address *	
Project Name and/or Project Address *	Oakleigh- Overall Project Area
Total Number of Residential Lots *	24
Minimum Lot Width (in feet) *	81'
Minimum Lot Depth (in feet) *	125'
Minimum Lot Size (in square feet) *	20,000
Average Lot Size (in square feet) *	22,889
Maximum Lot Coverage (percentage) *	40%
Proposed Right-of-Way Area (square feet AND acreage) *	130,167 s.f./ 2.988 ac.
Total Gross Acreage of the Subject Property (including ROW) *	18.231 ac.
Please explain the source of the gross acreage calculation/number. *	Property Survey
Total Net Acreage of the Subject Property (NOT including ROW) *	15.243
Please explain the source/method of the net acreage calculation/number. *	Gross Area (18.231) less Private Street ROW (2.988) = 15.243 ac.
Gross Density (dwelling units per acre) *	1.32 du/ac.

Net Density (dwelling units per acre) *	1.57 du/ac.
Common Open Space Area (square feet AND acres) *	114,640 sf./ 2.632 ac.
Please explain the source/method of the common open space area calculation/number. *	Addition of the areas of the 4 Open Space lots.
Common Open Space Percentage *	14.44 %
Please explain the numbers utilized for the common open space percentage calculation. *	2.632 divided by 18.231 = 14.44%
Storm Water Detention or Retention Area (square feet) *	23,827 sf.
Storm Water Detention or Retention Area Percentage of Open Space *	20.78 %

Original - Statement of Planning Objectives

WILBOW
CORPORATION

Statement of Planning Objectives

The intent of our project is to re-zone the property from Agriculture to, consistent with the surrounding land uses, R-20. It is our expectation to yield approximately 23 lots that are a minimum of 20,000 square feet. Additionally, we plan to have three open space/common areas including a 0.96 acre detention/open space area in the Northwest corner of the property, a 1.09 acre open space area in the center of the property and a large entrance at the Southeast corner of the property. All of these open spaces are designed to preserve large groves of trees and be an integral part of the property. Finally, it is our intention to have private streets with our main gated entrance off Bransford Rd. and a gated fire exit off Winnie Drive.

RECEIVED
DEC 2 2 2015
Per .....

Wilbow Corporation Inc.
Fitzhugh Central Building
4131 N. Central Expressway
Suite 990, Lockbox 13
Dallas, Texas 75204
Telephone: 972.479.0697
Facsimile: 972.479.0397

Original - Conceptual Zoning Exhibit

PROPERTY DESCRIPTION

BEING a 13.299 acre tract of land in the J.J. Newton Survey, Abstract Number 1176, situated in the City of Colleyville, Tarrant County, Texas, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch, an addition to the City of Colleyville, Tarrant County, Texas, recorded in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. The bearings for this description are based on the bearings as they appear in Cabinet A, Slide 11950, Plat Records, Tarrant County, Texas. Said 13.299 acre tract being described by metes and bounds as follows:

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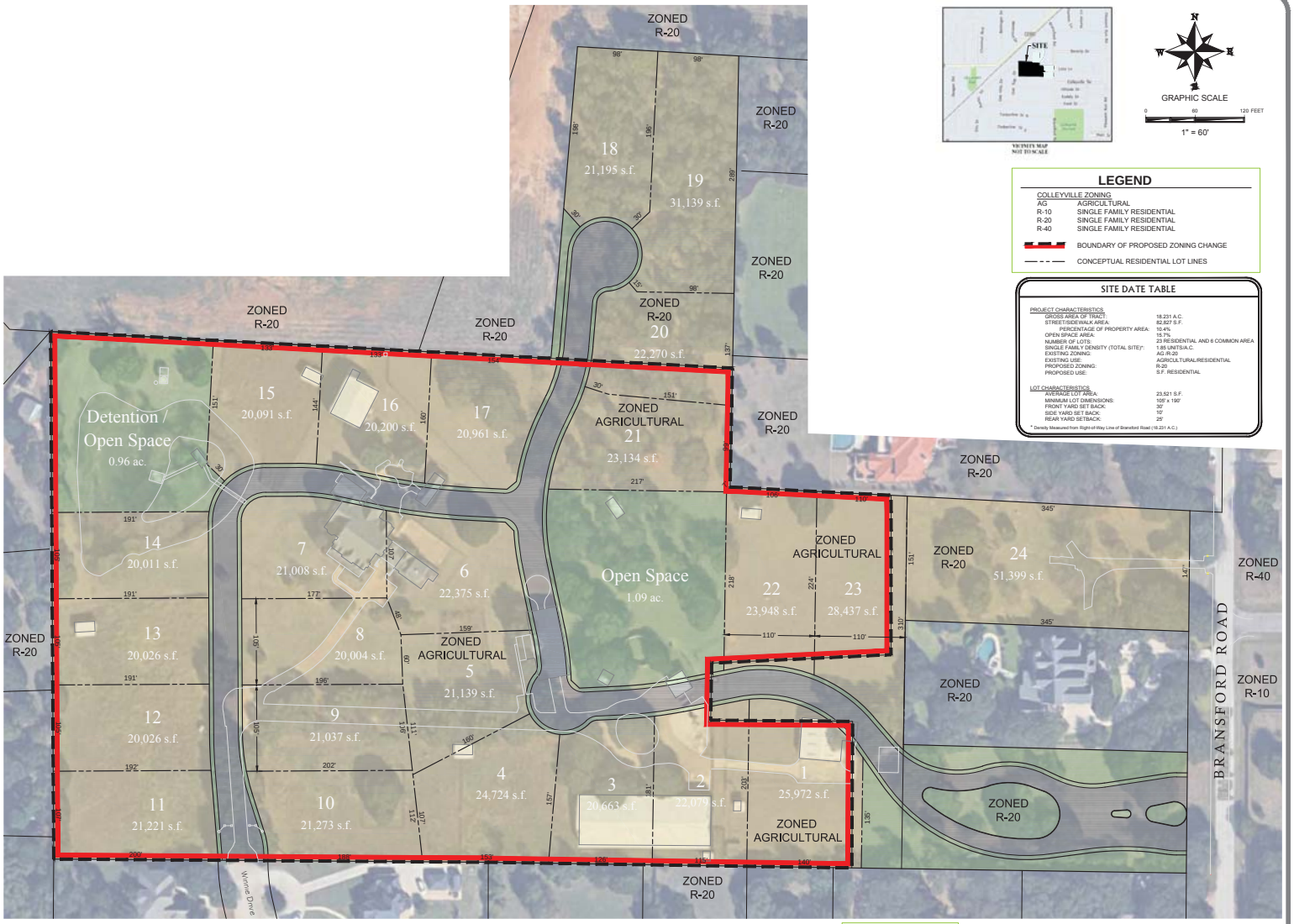

GRAPHIC SCALE

0 60 120 FEET

1" = 60'

LEGEND

COLLEYVILLE ZONING

AG	AGRICULTURAL
R-10	SINGLE FAMILY RESIDENTIAL
R-20	SINGLE FAMILY RESIDENTIAL
R-40	SINGLE FAMILY RESIDENTIAL

BOUNDARY OF PROPOSED ZONING CHANGE

CONCEPTUAL RESIDENTIAL LOT LINES

SITE DATE TABLE

PROJECT CHARACTERISTICS

GROSS AREA OF TRACT:	18.231 A.C.
STREET/SIDEWALK AREA:	82,827 S.F.
PERCENTAGE OF PROPERTY AREA:	10.4%
OPEN SPACE AREA:	15.7%
NUMBER OF LOTS:	23 RESIDENTIAL AND 6 COMMON AREA
SINGLE FAMILY DENSITY (TOTAL SITE)*:	1.85 UNITS/A.C.
EXISTING ZONING:	AG /R-20
EXISTING USE:	AGRICULTURAL/RESIDENTIAL
PROPOSED ZONING:	R-20
PROPOSED USE:	S.F. RESIDENTIAL

LOT CHARACTERISTICS

AVERAGE LOT AREA:	23,521 S.F.
MINIMUM LOT DIMENSIONS:	100' x 190'
FRONT YARD SET BACK:	30'
SIDE YARD SET BACK:	10'
REAR YARD SETBACK:	25'

* Density Measured from Right-of-Way Line of Bransford Road (18.231 A.C.)

Owner:
XTO Energy Inc.
810 Houston Street
Fort Worth, TX 76102
Contact: Edwin Ryan, Jr.
(817) 885-2336

Developer/Applicant:
WPC Acquisitions, Inc.
4131 N. Central Expressway, Suite 990
Dallas, TX 75204
Contact: Jennifer Rabon, VP of Development
(972) 479-9897

Land Planner:
SAGE Group, Inc.
1130 N. Carroll Ave., Ste. 200
Southlake, TX 76092
(817) 424-2626

Surveyor:
Whitfield - Hall Surveyors
3559 Williams Road, Suite 107
Fort Worth, TX 76116
Contact: Johnny Williams
(817) 560-2916

**ZONING EXHIBIT FOR ZONING CHANGE REQUEST FROM AG (AGRICULTURAL) TO R-20 (SINGLE FAMILY RESIDENTIAL)

Zoning Exhibit For Zoning Change Request From AG To R-20

18.231 Acre Tract - 23 Lots Total

Rezoning Area = 13.299 Acres

Adams

8951 Cypress Waters Blvd., Ste. 150 ■ Dallas, Texas 75019 ■ (817) 328-3200

ORDINANCE O-16-1978

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON 13.3 ACRES, IN ABSTRACT 1176 OF THE J.J. NEWTON SURVEY, AND BEING A PORTION OF LOT 1R-A, BLOCK 1, KAY'S CIRCLE B BAR K RANCH ADDITION, LOCATED AT 5700 WINNIE DRIVE, FROM THE AG - AGRICULTURAL ZONING DISTRICT TO THE PUD-R - PLANNED UNIT DEVELOPMENT RESIDENTIAL ZONING DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS ($2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case ZC15-022; and

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

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

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

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

WHEREAS, the Planning and Zoning Commission of the City of Colleyville and the City of Colleyville City Council, in compliance with the

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

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

Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.

Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 13.3 acres, in Abstract 1176 of the J.J. Newton Survey, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive, from the Agricultural Zoning District to the Planned Unit Development – Residential District, as depicted in the attached Exhibit "A" and Exhibit "B".

Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.

Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. The subject property is subject to all the regulations contained in all other City codes and regulations, except as noted herein.

2. The development shall be generally consistent with Exhibit "C," which shall not be considered the associated plat. Slight modifications from Exhibit "C" to accommodate topographic, drainage, or other conditions may be made as long as they are generally consistent with Exhibit "C." All

final details are subject to the other provisions of this ordinance and all other City codes and regulations.

3. Permitted land uses shall be single family residential detached and common open space.

4. Residential lot requirements shall comply with the following standards:

   a. Minimum Lot Size: 20,000 square feet

   b. Minimum Lot Depth: 125 feet

   c. Minimum Lot Width: 100 feet

      >>Minimum Lot Width on Proposed Lot 4, Block A shall be 81 feet.

   d. Front Setback: 30 feet

   e. Side Setback: 10 feet

   f. Rear Setback: 25 feet

   g. Maximum Lot Coverage: 40 percent

5. With the submittal of a Building Permit application, a letter from the Oakleigh Architectural Review Committee shall be provided indicating their approval of the elevations. The approval from the Committee shall require elevations to have a hierarchy of plate dominance featuring custom front doors and entrances; to balance architectural features and interests with natural tones for paint and exterior finishes; and to add interest to the entire streetscape. The approval from the Committee shall also require roofing to be either 40-year Architectural Dimension shingles, slate, tile, or standing seam metal. Any new Re-roof Permits shall be required to provide the originally approved materials in color and material unless a revised letter from the Committee is submitted.

6. A minimum of a three car garage with wood like, architecturally enhanced doors, or contemporary style doors

to compliment the architecture of the residence.

7. Homes shall be 100 percent brick, stone, or real stucco masonry. No EIFS or artificial stucco material shall be permitted.

8. No aluminum windows shall be permitted. Windows shall be high quality and high energy efficiency, such as vinyl or vinyl clad wood. All windows shall be insulated glass with a “low-e” specification.

9. This development shall provide a minimum of 14.4 percent (114,640 square feet) common open space, as shown on Exhibit “C,” which shall be for the aesthetic, leisure, and recreational enjoyment of the residents. All open space areas shall be owned and maintained by the Homeowner's Association (HOA). Preservation of existing trees shall be required per applicable tree preservation plans and requirements of Chapter 5 of the Land Development Code.

10. A minimum of two, three-inch caliper trees from the Approved Plant List in Chapter 4 of the Land Development Code shall be planted on each residential lot prior to each house’s final inspection. If existing protected trees are preserved in the front yard, they can be utilized to satisfy this requirement. Front and back yards shall be fully irrigated with approved Irrigation Permits on file with the City Building Inspections Division, prior to final inspection.

11. A landscape buffer adjacent to the common property line of 5616 Bransford Road and the development, as reflected in Exhibit “D,” shall be generally consistent with Exhibit “D.” Any deviations from this agreement will require City Council approval, in addition to any private agreements that would need to be revised.

12. The development will have as its focal point and feature, a central open space as the main amenity for the neighborhood.

13. The development shall be a private, gated community. This PUD-R does not constitute approval of the required plat and documentation associated with Private Street Developments

in Chapter 10 (Private Streets and Entrance Gates). The plat and required documentation must be provided and approved by City Council in a separate application and submittal.

14. The gate in the southwest corner of the subject property, as reflected in Exhibit "C," shall be for emergency access only and shall not be opened for residential traffic.

15. Home sites shall not be mass graded in order to preserve as many existing trees as possible.

16. There shall be sidewalks along the front of each lot connecting to the internal open space areas. Sidewalks adjacent to open space lots shall be constructed prior to final acceptance of the subdivision. Sidewalks adjacent to residential lots shall be constructed concurrent to the construction of the home and shall be installed prior to each house's final inspection.

17. A monument sign, identifying the subdivision, shall be provided at the project entry, prior to final acceptance of the subdivision.

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 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. 7. 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. 8. 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 5th day of April 2016.

The second reading and public hearing being conducted on the 19th day of April 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”- Zoning Map

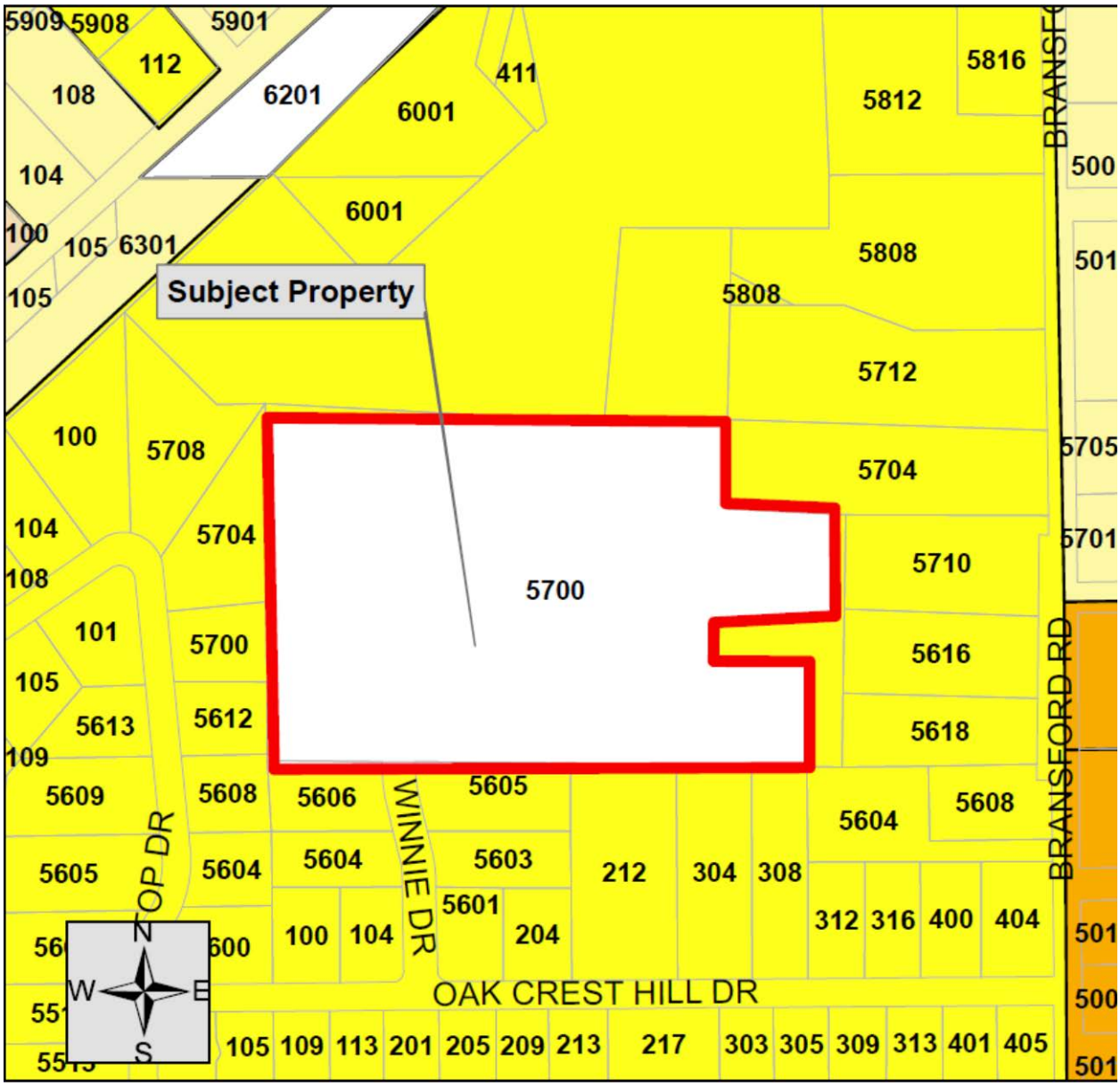

Exhibit “B”- Metes & Bounds Description

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Exhibit “C”- Zoning Exhibit

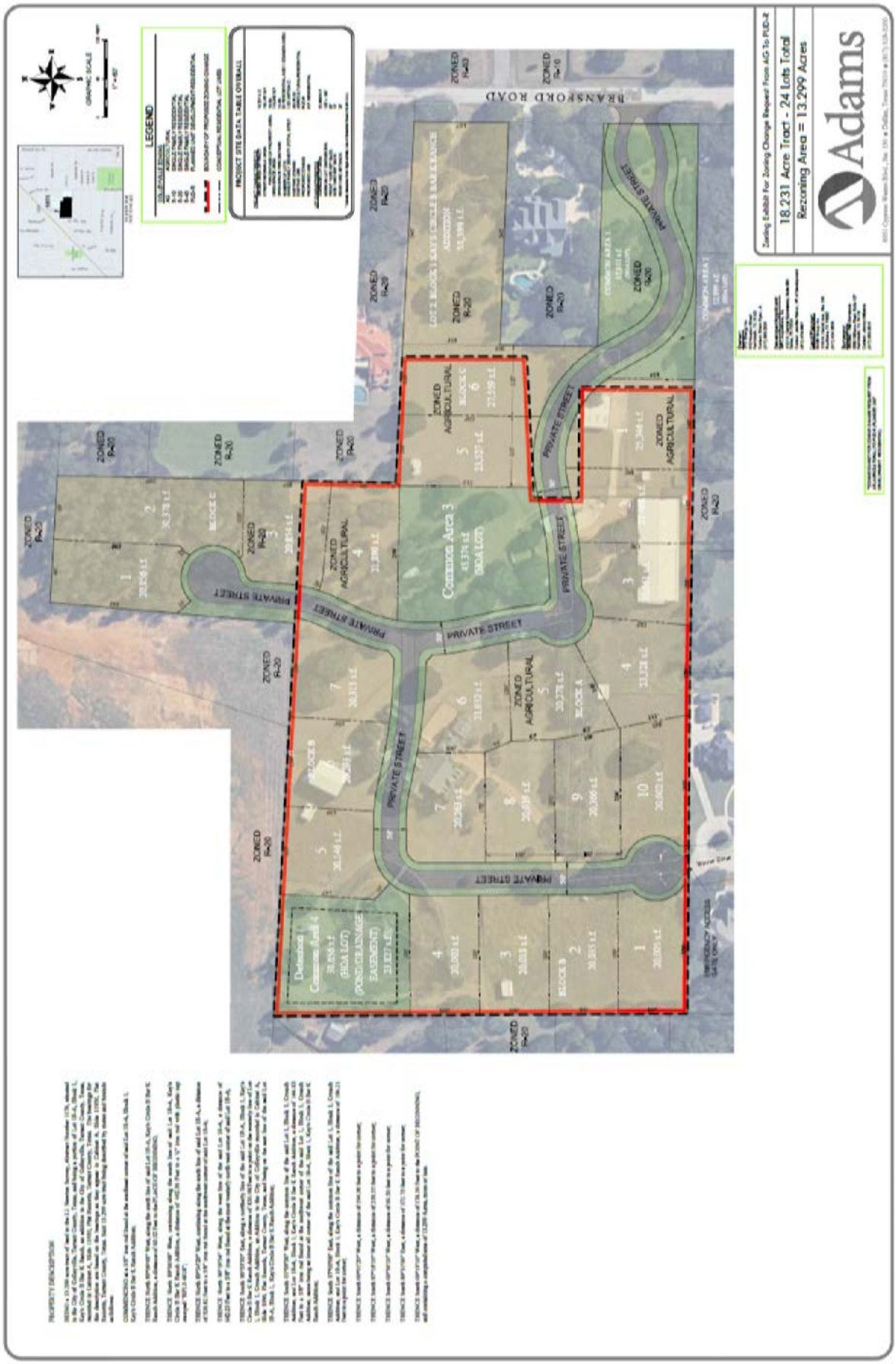

Exhibit "D"- Memorandum of Understanding

WILBOW
CORPORATION

March 14, 2016

Bruce and Vicki Tanner
5616 Bransford Road,
Colleyville, TX 76034

Re: proposed Oakleigh community and landscape buffer

Dear Bruce and Vicki,

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I trust that we can work together to create a beautiful luxury enclave that will fit with the area and be a good neighbor to those who have already chosen Colleyville as home.

Regards,

Chas Fitzgerald
Co-President

Wilbow Corporation Inc.
Fitzhugh Central Building
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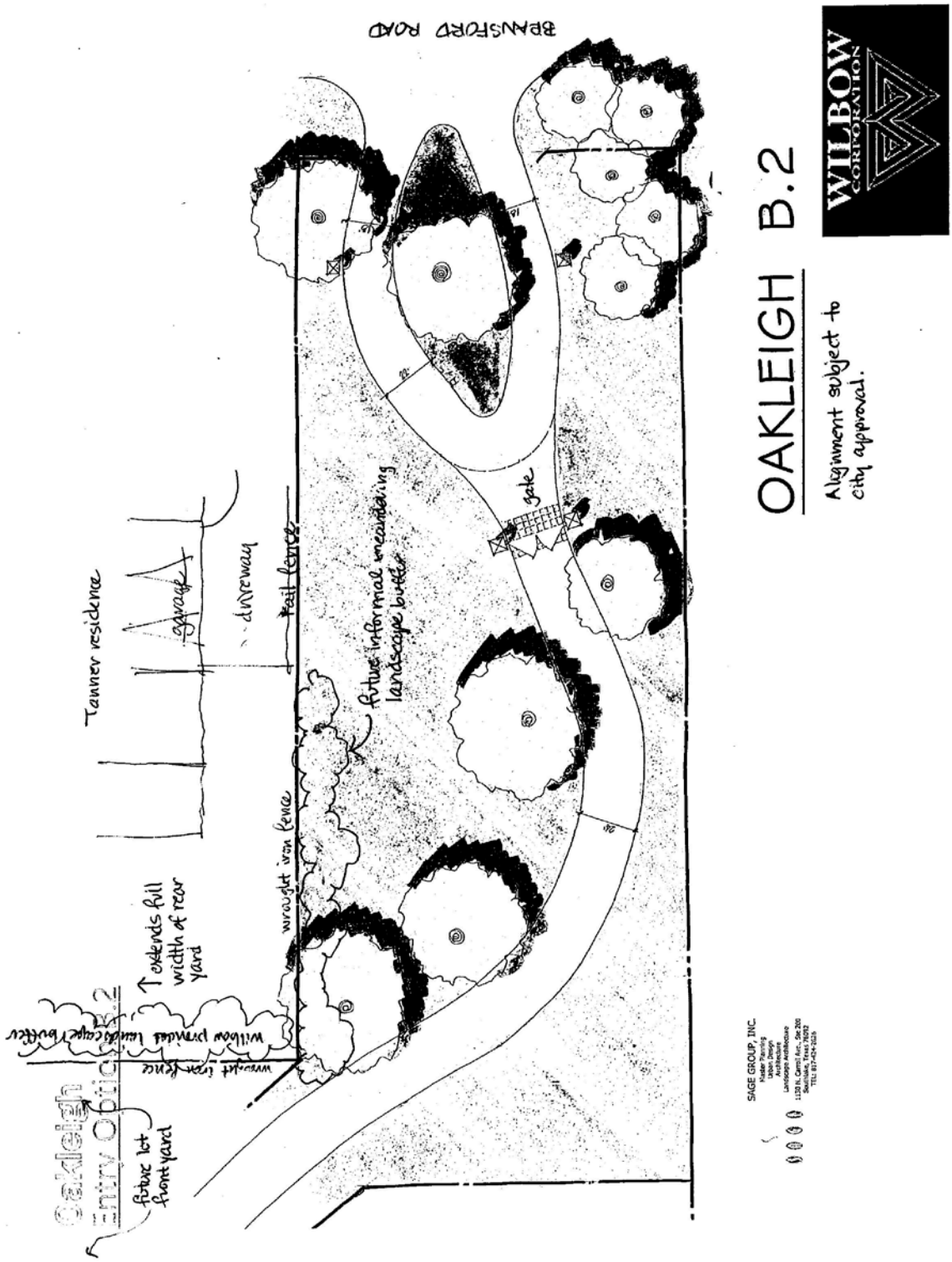
Suite 990, Lockbox 13
Dallas, Texas 75204
Telephone: 972.479.0697
Facsimile: 972.479.0397

Exhibit "D"- Memorandum of Understanding



City of Colleyville
City Council
Agenda Briefing

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

Agenda Number 6a **Agenda Date** 04/19/2016 **Number** Resolution R-16-3982
Type Resolution
Department Public Works

Title
Authorizing the abandonment of a portion of the public alley located in the Village at Colleyville development, and authorizing the city manager to execute the abandonment documents

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

Explanation
Reading and Public Hearing

City staff received an inquiry regarding the potential use of an alley by the adjacent property owner. As a result of this inquiry and in an effort to utilize the property located within the Village at Colleyville development to its fullest extent, staff is requesting the consideration of the abandonment of a section of public alley. The section of public alley being considered for abandonment is located between Lot 16 and Lot 17 of the Village at Colleyville development, and is approximately 300 square feet - fifteen (15) feet wide and twenty (20) feet long. The public alley is described by the attached metes and bounds in Exhibit "A" and is shown in Exhibit "B."

The removal of this portion of public alley has been evaluated, and it has been determined it may be removed without affecting any private or municipal infrastructure.

Staff has reviewed the application and recommends the approval of the abandonment as this section of public alley is not currently needed, nor is it expected to be needed in the future.

Financial Impact
There is no financial impact to the City.

Recommendation
Approve

Attachments
1. Location Map
2. Exhibit A
3. Exhibit B

4. Resolution R-16-3982

Location Map

EXHIBIT "A"
PUBLIC ALLEY ABANDONMENT
300 SQUARE FEET OR 0.007 ACRE
VILLAGE AT COLLEYVILLE
CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS

BEING a 0.007 acre tract of land situated in the Buffalo Bayou, Brazos and Colorado Railroad Survey, Abstract No. 206, Tarrant County, Texas, and being a portion of a public alley as shown on the plat of Village At Colleyville, recorded in County Clerk's Instrument Number (CC#) D200268102, Official Public Records, Tarrant County, Texas (OPRTCT), and being more particularly described by metes and bounds as follows:

COMMENCING at a 5/8 inch capped iron rod marked "BHB INC" set for an interior ell corner of Lot 16 of said Village At Colleyville, and being in the northwesterly line of a public alley;

THENCE North 72°38'56" East, with the said northwesterly line, a distance of 25.00 feet to a 5/8 inch capped iron rod marked "BHB INC" set for the **POINT OF BEGINNING**, and being the westernmost southwest corner of Lot 17 of said Village at Colleyville;

THENCE North 72°38'56" East, with the southeasterly line of said Lot 17, a distance of 15.00 feet to a point for corner being an interior ell corner of said Lot 17;

THENCE South 17°21'04" East, with the southwesterly line of said Lot 17, a distance of 20.00 feet to a point for corner being the southernmost southwest corner of said Lot 17 and being in the northwesterly line of a public alley;

THENCE over and across the said public alley the following courses and distances:

South 72°38'56" West, a distance of 15.00 feet to a point for corner;

North 17°21'04" West, a distance of 20.00 feet to the **POINT OF BEGINNING**, containing 300 square feet or 0.007 acres of land, more or less.

Joshua D. Wargo 02/16/16
Registered Professional Land Surveyor No. 6391

STATE OF TEXAS
REGISTERED
JOSHUA D. WARGO
6391
PROFESSIONAL
LAND SURVEYOR

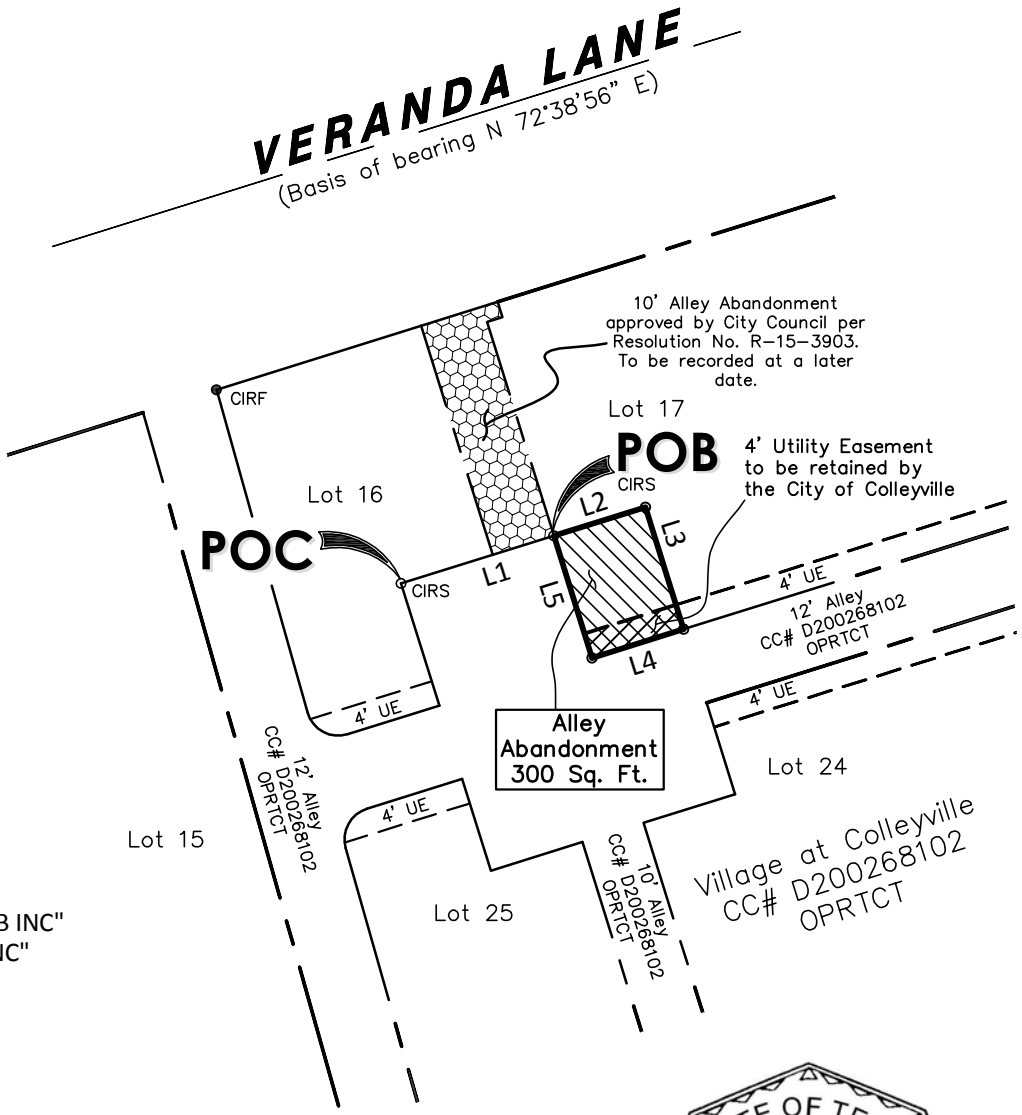
BAIRD, HAMPTON & BROWN, INC.
ENGINEERING & SURVEYING
4550 State Hwy 360, Ste. 180, Grapevine, TX 76051
mail@bhbinc.com 817-251-8550 www.bhbinc.com
BHB Project #2015.400.028 TBPE Firm F-44 TBPLS Firm 10011302

EXHIBIT "B"
PUBLIC ALLEY ABANDONMENT
300 SQUARE FEET OR 0.007 ACRE
VILLAGE AT COLLEYVILLE
CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS

N
W E
S

0 30'
SCALE: 1" = 30'

Line Table		
Line #	Direction	Length
L1	N72°38'56"E	25.00'
L2	N72°38'56"E	15.00'
L3	S17°21'04"E	20.00'
L4	S72°38'56"W	15.00'
L5	N17°21'04"W	20.00'



Legend

CC#.....County Clerks Number
CIRF.....Capped Iron Rod Found "BHB INC"
CIRS.....Capped Iron Rod Set "BHB INC"
OPRTCT....Official Public Records
Tarrant County, Texas
POB.....Point of Beginning
POC.....Point of Commencing
UE.....Utility Easement

Notes

1. Basis of Bearing being the centerline of Veranda Lane, as shown on the Amended Plat, Village At Colleyville, recorded in County Clerk's Instrument Number D200268102, Official Public Records, Tarrant County, Texas.

STATE OF TEXAS
REGISTERED
JOSHUA D. WARGO
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DRAWING FILE: E:\Survey15\400\028 Village at Colleyville ROW Abandonment\Dwg\BHB Alley Abandonment 2016.dwg | Exhibit B

RESOLUTION R-16-3982

A RESOLUTION AUTHORIZING THE ABANDONMENT OF A PUBLIC ALLEY LOCATED BETWEEN LOT 16 AND LOT 17 IN THE VILLAGE AT COLLEYVILLE DEVELOPMENT

WHEREAS, the City of Colleyville City Council desires to utilize the property within the Village at Colleyville development to the fullest extent.

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

Sec. 1. THAT the abandonment of the section of public alley, being a 0.007 acre tract of land, equaling 300 square feet of land, 15 feet wide, and 20 feet long, located between Lot 16 and Lot 17 of the Village at Colleyville development, as described in the attached Exhibit "A," and depicted in the attached Exhibit "B" is hereby approved.

Sec. 2. THAT the city manager is hereby authorized to execute the abandonment documents.

AND IT IS SO RESOLVED.

PASSED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ABSTENTIONS ON THIS THE 19TH DAY OF APRIL 2016.

ATTEST: **CITY OF COLLEYVILLE**

Amy Shelley, TRMC
City Secretary

David Kelly
Mayor

EXHIBIT "A"
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CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS

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EXHIBIT "B"
PUBLIC ALLEY ABANDONMENT
300 SQUARE FEET OR 0.007 ACRE
VILLAGE AT COLLEYVILLE
CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS

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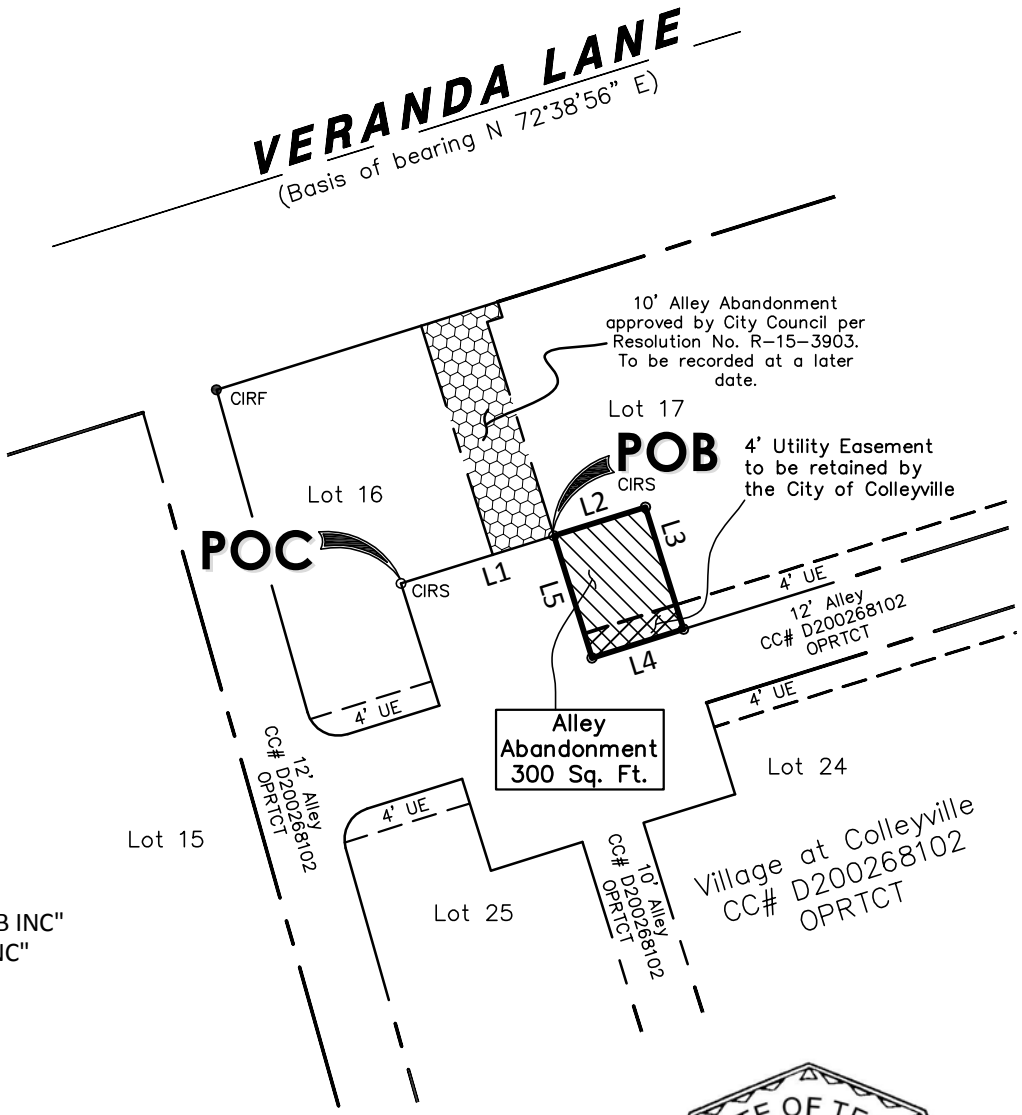

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DRAWING FILE: E:\Survey15\400\028 Village at Colleyville ROW Abandonment\Dwg\BHB Alley Abandonment 2016.dwg | Exhibit B

City of Colleyville
City Council
Agenda Briefing

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

Agenda Number 8 **Agenda Date** 04/19/2016
Type Report
Department City Secretary

Title
Planning and Zoning Commission Meeting Minutes - March 14, 2016
Parks and Recreation Advisory Board Meeting Minutes - January 11, 2016

Attachments
1. Planning and Zoning Commission Meeting Minutes - March 14, 2016
2. Parks and Recreation Advisory Board Meeting Minutes - January 11, 2016

City of Colleyville
Planning and Zoning Commission
Minutes

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

Monday, March 14, 2016 City Council Chambers

CALL PRE COMMISSION TO ORDER

Shane Pace called the Pre Commission meeting of the Planning and Zoning Commission to order on March 14, 2016, at 5:30 p.m.

Roll Call

Present: Commissioners Jason Elms, Carel Tornes, David Phelps, Jim Gotcher, and Don Davis

Absent: Commissioners David Wheelwright and Jeff Byerly

Staff Present: Abra Nusser, Shane Pace, Taci Wrisley, Oscar Chavez, Brian Riley, Marty Wieder, Jeremy Hutt, and Matthew Boyle (City Attorney)

PC-1 Discussion regarding the adoption of the update to the City of Colleyville comprehensive plan, *Destination Colleyville* (Case GC13-028)

Abra Nusser presented this item and briefed the Commission.

Shane Pace adjourned the Pre Commission meeting at 5:45 p.m.

EXECUTIVE SESSION – In accordance with Texas Government Code Chapter 551, Subchapter D, Section 551.071 – Consultation with and legal briefing by the City Attorney regarding the role, responsibility, and legal issues for the Planning and Zoning Commission

City Attorney Matthew Boyle explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal. He further explained there would be no decisions made or action taken during this time. The meeting was recessed at 5:45 p.m. and reconvened at 6:47 p.m.

CALL REGULAR MEETING TO ORDER

The Planning and Zoning Commission meeting of the City of Colleyville was called to order by Vice Chairman David Phelps on March 14, 2016 at 7:08 p.m.

Roll Call

Present: Commissioners Jason Elms, Carel Tornes, David Phelps, Jim Gotcher, and Don Davis

Absent: Commissioners David Wheelwright and Jeff Byerly

Staff Present: Abra Nusser, Shane Pace, Taci Wrisley, Oscar Chavez, Brian Riley, Marty Wieder, Jeremy Hutt, and Matthew Boyle (City Attorney)

1. APPROVAL OF MINUTES

Commissioner Tornes made a motion to approve the February 8, 2016 minutes as written. Commissioner Gotcher seconded.

The motion to approve the February 8, 2016 minutes as written carried by the following vote:

Aye: 5 – Tornes, Elms, Gotcher, Davis, and Phelps

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. CONTINUED CONSENT AGENDA ITEMS

3a Consideration of a combination preliminary/final plat on Abstract 1034, of the G.W. Minter Survey, located at 5017, 5113, and 5201 Roberts Road, Case PC15-032

Shane Pace presented the case and briefed the Commission.

Commissioner Elms made a motion to approve Case PC15-032. Commissioner Gotcher seconded.

The motion to approve carried by the following vote:

Aye: 5 – Tornes, Elms, Gotcher, Davis, and Phelps

4. PUBLIC HEARING AGENDA ITEMS

4a Consideration of a zoning change from the AG-Agricultural zoning district to the R20-Single Family Residential zoning district in Abstract 1176 of the J.J. Newton Survey, and being a portion of Lot 1R-A, Block 1, Kay's Circle B Bar K Ranch Addition, located at 5700 Winnie Drive, Case ZC15-022

Shane Pace presented the case and briefed the Commission.

The public hearing was opened at 7:18 p.m.

Chas Fitzgerald, the applicant, came forward and briefed the Commission.

Mary Utley, 5704 Oak Top Drive, spoke in support of this request, with concerns of drainage when the lots are developed.

There were no others present wishing to speak, and the public hearing was closed at 7:29 p.m.

Commissioner Tornes made a motion to approve Case ZC15-022. Commissioner Gotcher seconded.

The motion to approve carried by the following vote:

Aye: 5 – Tornes, Elms, Gotcher, Davis, and Phelps

5. ADJOURNMENT

The meeting adjourned at 7:35 p.m.

The minutes were written and prepared by:

Amy Shelley, TRMC
City Secretary

The meeting minutes were approved on April 11, 2016, by a vote of 6-0.

City of Colleyville

Parks and Recreation Advisory Board MINUTES

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

Monday, January 11, 2016
6:00 p.m.

Colleyville Public Library
110 Main Street - 2nd Floor

1. CALL TO ORDER

Chairperson Michelle McGarry called the meeting of the Parks and Recreation Advisory Board to order on January 11, 2016 at 6:01 p.m. and called the roll.

Present: Board members Debra Minea, Leti Carson, Charles Bethards, Mitali Mandlekar, Ken Llewellyn, Ajit Purandare and Hillary Schwanbeck

City Staff: Library and Recreation Director Mary Rodne, Recreation and City Events Manager Lisa Escobedo, Parks Manager Heather Dowell, State Highway 26 Project Coordinator James Hubbard, and Administrative Support Specialist Rylee Truckenmiller were also present.

2. APPROVAL OF MINUTES

October 12, 2015

Charles Bethards moved to approve the October 12, 2015 meeting minutes contingent on the correction made to agenda item 3d, changing the word sport to spot. Leti Carson seconded the motion. The motion carried unanimously.

3. REGULAR AGENDA ITEMS

3a Use of Voluntary Park Funds for the improvement of a portion of the practice fields at Pleasant Run Park in an amount not to exceed $70,000

State Highway 26 Project Coordinator James Hubbard discussed the improvements to the eight and a half acres located on the northwest side of Pleasant Run Park, and used for soccer practices. Staff has worked with the Colleyville Soccer Association to improve this portion of the property. Hubbard would like to improve the four acres of lower, non-irrigated and lighted portion of the fields. The eastern portion of Pleasant Run Park is irrigated and level, he would like to have the money approved for the western portion.
The improvements are broken down into three sections: Section one is closest to Pleasant Run Road, it is relatively flat but has low areas that hold water and will

require some minor grading. Section two is in need of the most work, it slopes relatively dramatically from west to east and is not very conducive to practice soccer. Section three is fairly level but has low areas that hold water. Hubbard stated the fields are non-irrigated, and the soil is very compacted. Therefore, when it rains these areas that hold water, will have standing water for a week and will remain saturated. It is very hard to overcome this situation without an irrigation system.

Hubbard purposed the steps needed to complete the project. Step one is a site survey to get elevations, so that a design for a grading and drainage plan for the property can be made. The project will still have a positive slope from east to west, and continue to drain into the facilities at Pleasant Run Road. After the design is finished; dirt work and soil preparation will take place with an amendment tilled into the top surface of the soil. Around the time of the amendment, the irrigation installation will begin, that will be tied into the central computer system at the office located on Bransford Road. Once the irrigation system is installed it will allow staff to establish the seed proposed, versus laying sod.

Hubbard stated the terms of cost of the project include: the survey, grading and erosion control at $10,000, dirt work at $20,000 and soil amendment. The irrigation system and the seeding, which brings the total estimate to $85,000 - $100,000. The estimate is largely dependent on the irrigation system. This project would cause the fields to be closed for a four month period from April to September. Staff recommends using funds from the Voluntary Park Fund as it was not budgeted in the annual operating budget. If approved an amendment would be taken forward to the capital improvement plan, in addition the Colleyville Soccer Association has agreed to contribute $30,000 to the project cost.

Board member Ken Llewellyn asked if any of these improvements have been done previously. Hubbard responded that no improvements have been made to these fields. Board member Debra Minea inquired if the parking lot by Pleasant Run Park was owned by the City or church. Hubbard answered that it is City owned park land. Llewellyn asked if the fields were used by club teams. Hubbard stated that they are occasionally rented by club teams when the city is not in contract with the Colleyville Soccer Association. Llewellyn questioned if the fields are rented if it can be a source of revenue. Hubbard responded that it is a small revenue source.

Charles Bethards made a motion to approve the use of Voluntary Park Funds for the improvement of a portion of the practice fields at Pleasant Run Park in an amount not to exceed $70,000. Ken Llewellyn seconded the motion. The motion carried with a unanimous vote.

3b Legislative update

State Highway 26 Project Coordinator James Hubbard discussed the new Texas Open Carry law that became effective January 1, 2016. The law modified the current concealed to carry license law that had been in effect since 1995, it eliminates concealed/open distinction and creates the license to carry a handgun. Hubbard stated that as of January 1, 2016 a person with a concealed handgun license or a person who obtains a new license to carry a handgun, may carry a handgun in a concealed manner or openly in a belt or shoulder holster. The law also states that the rules and rights to where a license owner may carry are essentially where a concealed license holder has been able to carry, but the law does prohibit the right to carry in certain places. For example, it is a crime to take a gun onto the premises of a polling place or court. The court also prohibits a license holder from carrying a handgun into a governmental meeting, if the government gives notice that doing so is prohibited. On January 5, 2016 the Colleyville City Council approved Resolution R-16-3951, of which prohibits the open carry of firearms during public open meetings.

3c Discussion of future meeting dates

State Highway 26 Project Coordinator James Hubbard reviewed the dates per the bylaws of the Parks and Recreation Advisory Board. The meeting dates are set to be the first Monday of each quarter or as the board decides. Hubbard referred to the 2016 dates and instead of making last minute changes to the dates due to conflicts, Hubbard suggested making these changes now. The dates that were purposed for the upcoming year were April 4th, 2016, July 18th, 2016 and October 17th, 2016. Chairperson Michelle McGarry discussed with the board the 2016 dates. The board decided to approve these dates but will have a continued discussion of approving dates at each meeting.

Charles Bethards made a motion to approve the purposed future meeting dates of the Park and Recreation Advisory Board Meeting. Ajit Purandare seconded the motion. The motion carried with a unanimous vote.

4. REPORTS

4a Recreation Update

Lisa Escobedo, Recreation and City Events Manager updated the Board on Recreation and Special Events activities since the board had last met in October. Recreation began the winter and spring sessions last week and will continue through April. Escobedo stated that the Recreation Department has started a new homeschool pre-engineering LEGO program, it is a six week program geared toward ages 5-12. In addition, Recreation will offer spring break

camps which will include soccer, LEGO, and art.
Escobedo indicated that the youth sport associations had finished their fall seasons in November and December, and will began their spring seasons in the next couple of months. Along with the associations, the City of Colleyville Girls' Volleyball leagues finished in November with 275 girls participating, the biggest league as to date. The spring league will start in March, with registration beginning February 1st. Tennis classes began last week and will continue through April, and the tennis leagues will begin in February.

Additionally, Escobedo explained the Senior Center offered an overnight excursion to Tunica, Mississippi and Memphis, Tennessee. This was a weeklong trip involving 46 seniors traveling to Graceland, various casinos, visiting museums and attending tours. This trip was very well received and patrons are already asking for another excursion. The Senior Center hosted their Annual Holiday Party on December 16th with 62 seniors that were registered for a night of catered dinner, pictures with Santa and a white elephant gift exchange. Escobedo stated upcoming events are The Winter Ball on January 29th, this is the annual daddy daughter dance, but includes mothers and sons alike. Bunny Brunch will be held on March 19th at the Colleyville Center and the Senior Center will be holding the AARP tax help starting February 2 through April 12.

4b Parks Update

State Highway 26 Project Coordinator James Hubbard updated the Board on the recent opening of the new playground at Pleasant Run Soccer Complex. There were three projects that the board approved last meeting using funds from the Voluntary Park Fund. One of the projects was flashing signs at two crosswalks. The signs are located at the intersection of the Cotton Belt Trail and Bransford Road and the other at the Cotton Belt Trail and Pleasant Run Road, these were finished about a week ago. Another item that was discussed at the last meeting was the fountain at Kimzey Park. The fountain was replaced promptly within two weeks after the October 12, 2015 meeting, along with the installation of new trash receptacles.

Hubbard also reported on ongoing projects: the Cotton Belt Trail phase III at John McCain and Highway 26 is still targeting at a spring opening; L.D. Lockett Park is still in the works; the splash pad recirculation system has had the tanks and pumped installed and the city will run electricity to it. Staff will begin training on the system. Hubbard stated that an upcoming project for 2016 is the Park Master Plan, which has $100,000 allocated to the project. The Park Master Plan has not been updated since 2011. Hubbard following the parks update, agreed with the board that they would vote in a new chair and vice chair at the next meeting on April 4, 2016.

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

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

6. ADJOURNMENT

A motion was made by Debra Minea and seconded by Leti Carson to adjourn the meeting. The motion carried with a unanimous vote. Chairperson Michelle McGarry adjourned the meeting at 6:43 p.m.

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

Minutes taken and prepared by:

Rylee Truckenmiller
Administrative Support Specialist

City of Colleyville
City Council
Agenda Briefing

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

Agenda Number **Agenda Date** 04/19/2016 **Number** 8
Type Report
Department Finance

Title
Monthly Financial Report - March 2016

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

Explanation
General Fund

The percentage of the current year tax roll collected is above the percentage collected for March 2015. It is anticipated that the budgeted collection rate of 99% will be achieved.

For the month of March, sales tax is up 14.62% ($32,277) from revenues reported for the same time period last year. Year to date general fund sales tax is up 5.09% ($56,650) when compared to the same time period last year. This is the highest March sales tax allocation ever received.

The annual franchise payment received from Atmos in March exceeded budgeted projections by 5.2%, however, due to warmer winter temperatures compared to last year, the annual amount received was 18.11% less than than the amount received last fiscal year. The annual franchise payment received by Oncor in February exceeded budgeted projections by 3.31% and was slightly more than last year's annual payment. Tri-County Electric's annual franchise payment also 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%.

Twelve new residential building permits were issued in March, compared to eighteen that were issued in March 2015. Revenues received for licenses and permits exceed current year projections by 57%. Ambulance revenues exceed budget projections by almost 23% and are ahead of last year's collections due to a 15% increase in hospital transports. Colleyville Center revenues are slightly behind budgeted projections. Cost recovery for the Center is currently 55%. Revenues related to engineering and construction inspection fees are down compared to

budgeted 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 March is 56.21% of the total appropriation versus 57.82%, which was projected to be spent.

Utility Fund

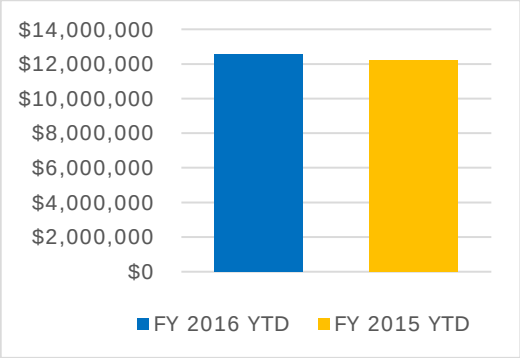
Year to date, water usage has increased slightly as compared to the amount sold through March 2015. This increase is likely related to customers beginning to irrigate lawns for the Spring months now that the average sewer calculations have been done. The average amount expended by the Utility Fund departments at the end of March was 39.05% of the total appropriation, versus 41.24%, which was projected to be spent.

Attachments

1. March 2016 Monthly Financial Report

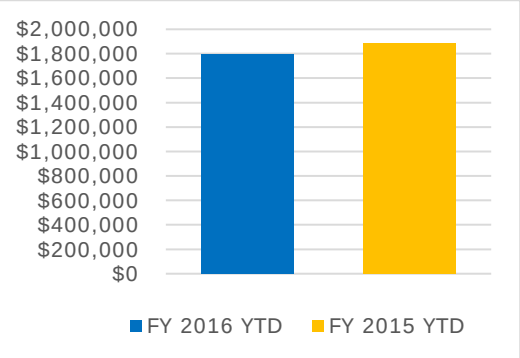
Monthly Financial Report: March 2016
General Fund Revenues

Ad Valorem Taxes
FY 2016 Budget: $12,928,456



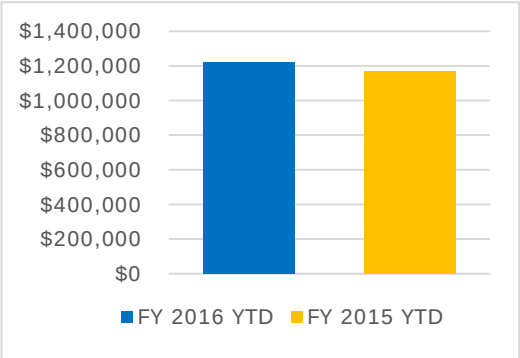
% Change FY/FY: 2.72%
- Based on 2015 property values
- Most collections in Dec., Jan., & Feb.

Franchise Fees
FY 2016 Budget: $2,061,000



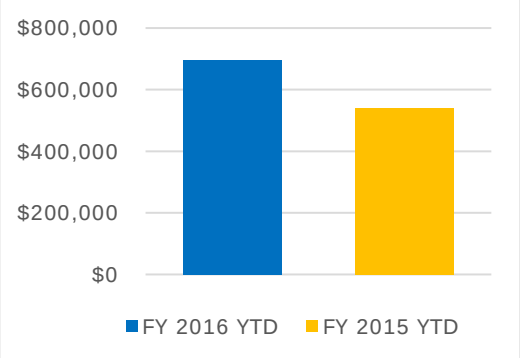
% Change FY/FY: -4.88%
- Use of City ROW by utilities
- Gas, Electricity, Telecom., Cable, Waste

Sales Taxes
FY 2016 Budget: $3,480,000



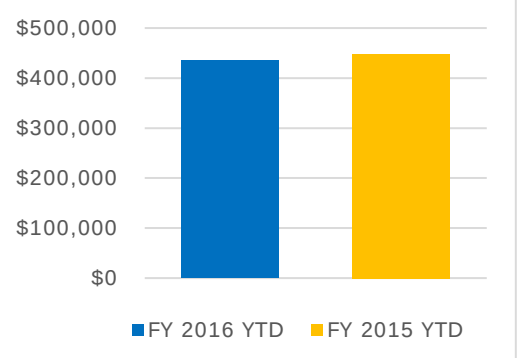
% Change FY/FY: 4.41%
- Receipts are from sales 2 months prior
- Sales tax revenues are Dec. - Nov.
- Also includes mixed beverage tax

Licenses & Permits
FY 2016 Budget: $882,800



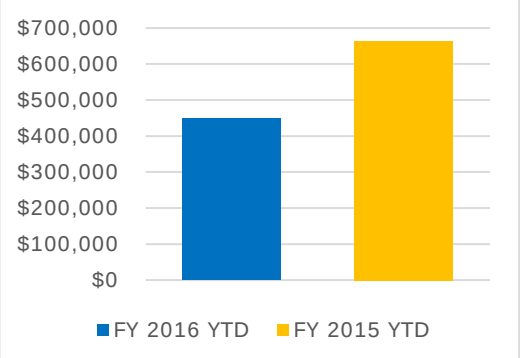
% Change FY/FY: 28.43%
- Building, plumbing, mechanical, fence, electrical, sign, etc. permit fees

Fines
FY 2016 Budget: $876,000



% Change FY/FY: -3.03%
- Includes fines from citations, alarm fees, and library fines

Charges for Service
FY 2016 Budget: $1,089,800

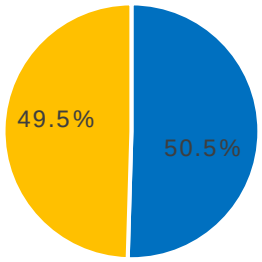


% Change FY/FY: -32.48%
- Includes zoning, ambulance, parks/rec., engineering, & Colleyville Center charges

Monthly Financial Report: March 2016
General Fund Expenditures

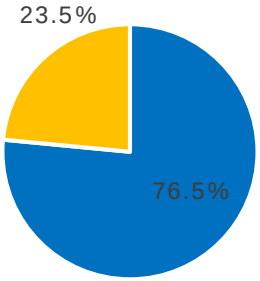
Public Safety

FY 2016 Budget:	$9,424,339
% Expended:	50.5%
% Remaining:	49.5%



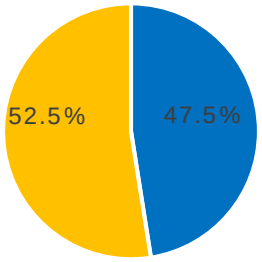
Infrastructure

FY 2016 Budget:	$6,482,251
% Expended:	76.5%
% Remaining:	23.5%



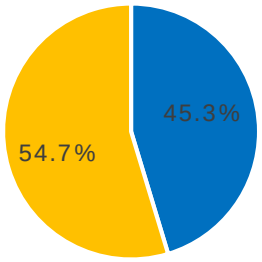
Development

FY 2016 Budget:	$1,100,806
% Expended:	47.5%
% Remaining:	52.5%



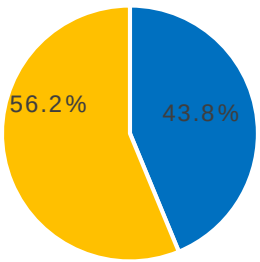
Operational Support

FY 2016 Budget:	$3,286,768
% Expended:	45.3%
% Remaining:	54.7%



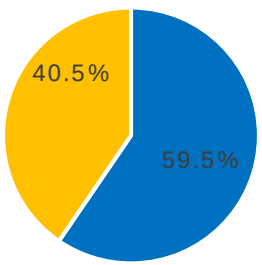
Community Assets & Programs

FY 2016 Budget:	$2,808,506
% Expended:	43.8%
% Remaining:	56.2%



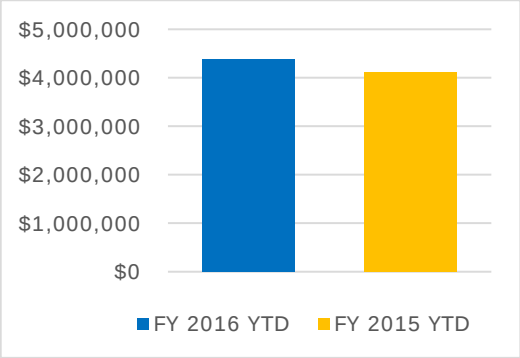
Technology

FY 2016 Budget:	$874,700
% Expended:	59.5%
% Remaining:	40.5%



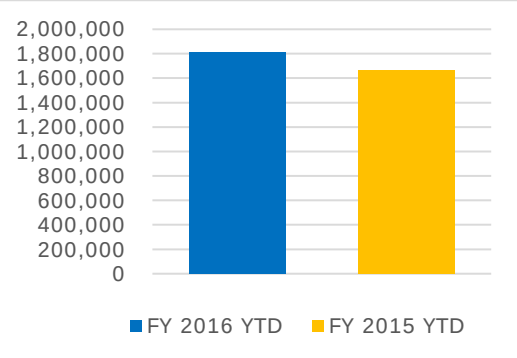
Monthly Financial Report: March 2016
Utility Fund

Water Sales



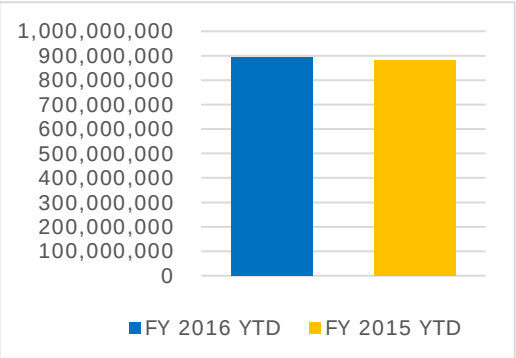
% Change FY/FY: 6.74%

Wastewater Sales



% Change FY/FY: 8.87%

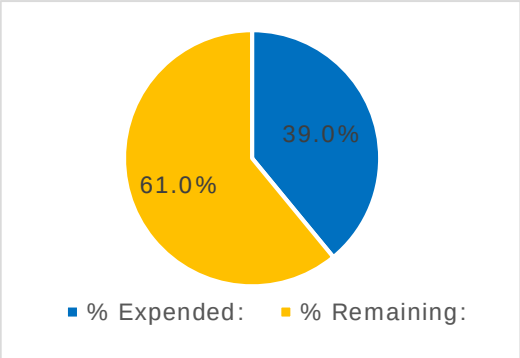
Gallons of Water Sold



% Change FY/FY: 1.67%

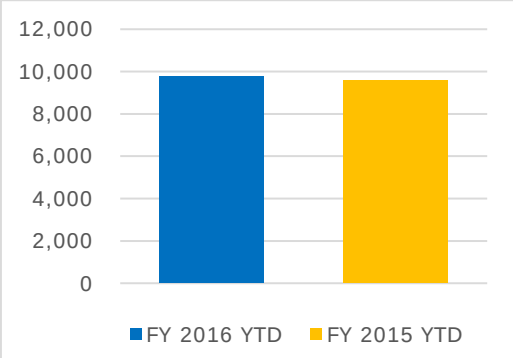
Utility Fund Expenditures

FY 2016 Budget:	$15,886,362
% Expended:	39.0%
% Remaining:	61.0%



Number of Water Customers

FY 2016 YTD:	9,760
FY 2015 YTD:	9,575



% Change FY/FY: 1.93%

Notes

Rainfall totals (in inches):

Oct 15-March 16	29.42
Oct 14-March 15	14.46

MONTHLY FINANCIAL REPORT - MARCH 2016

GENERAL FUND REVENUE SOURCE	FY 2016 BUDGET	RECEIVED FY 2016 YTD AS OF 3/31/2016	PROJECTED FY 2016 YTD AS OF 3/31/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED FY 2015 YTD AS OF 3/31/2015	PERCENT CHANGE OVER PRIOR YEAR
Current Taxes	$12,823,456	$12,505,723	$12,541,866	-0.29%	$12,168,057	2.78%
Delinquent Taxes	50,000	17,301	11,689	48.01%	11,689	48.01%
Penalty & Interest	55,000	15,189	15,978	-4.94%	25,978	-41.53%
TOTAL AD VALOREM TAXES	$12,928,456	$12,538,212	$12,569,533	-0.25%	$12,205,724	2.72%
Oncor Electric	$875,000	$903,933	$875,000	3.31%	$903,390	0.06%
Tri-County Electric	105,000	112,116	105,000	6.78%	126,855	-11.62%
Atmos Gas	350,000	368,202	350,000	5.20%	449,640	-18.11%
AT&T	70,000	34,020	35,000	-2.80%	36,205	-6.04%
Verizon/Others	65,000	26,650	32,500	-18.00%	32,646	-18.37%
Refuse/Recycling	146,000	83,237	72,999	14.02%	79,354	4.89%
Cable TV	450,000	267,882	225,000	19.06%	260,141	2.98%
TOTAL FRANCHISE TAXES	$2,061,000	$1,796,039	$1,695,499	5.93%	$1,888,231	-4.88%
Sales Tax	$3,400,000	$1,170,175	$1,183,121	-1.09%	$1,113,526	5.09%
Mixed Beverage Tax	80,000	50,014	40,000	25.04%	55,147	-9.31%
TOTAL SALES TAX	$3,480,000	$1,220,190	$1,223,121	-0.24%	$1,168,673	4.41%
Building	$580,000	$425,226	$290,000	46.63%	$359,881	18.16%
Plumbing	48,000	42,544	24,000	77.27%	29,865	42.45%
Mechanical	29,000	32,201	14,500	122.07%	17,345	85.65%
Electrical	40,000	40,190	20,000	100.95%	25,046	60.46%
City License	35,000	33,150	17,500	89.43%	21,835	51.82%
Building Plan Review Fee	109,000	77,505	54,500	42.21%	61,556	25.91%
New Business	3,500	3,311	1,750	89.20%	2,115	56.55%
Sign Permit	6,800	5,790	3,400	70.29%	0	100.00%
Fence Permit	9,500	9,650	4,750	103.16%	4,040	138.86%
Fire Permits	7,000	12,770	3,500	264.86%	5,325	139.81%
Irrigation Permit	15,000	12,831	7,500	71.08%	6,180	107.62%
TOTAL LICENSES & PERMITS	$882,800	$695,167	$441,400	57.49%	$541,281	28.43%
Fines	$800,000	$395,159	$400,000	-1.21%	$405,357	-2.52%
Alarm Fees	53,000	28,620	26,500	8.00%	31,264	-8.46%
Library Fines	23,000	10,708	11,500	-6.89%	11,455	-6.52%
TOTAL FINES	$876,000	$434,487	$438,000	-0.80%	$448,076	-3.03%

MONTHLY FINANCIAL REPORT - MARCH 2016

REVENUE SOURCE	FY 2016 BUDGET	RECEIVED AS OF 3/31/2016	PROJECTED AS OF 3/31/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 3/31/2015	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	$10,000	$4,200	$5,000	-16.00%	$6,038	-30.45%
Plat Fee/Site Plan	8,200	4,868	4,100	18.72%	6,350	-23.35%
Board of Adjustment	1,250	1,300	625	108.00%	875	48.57%
Sale of Material	100	403	50	705.16%	17	2268.12%
Weed Mowing	6,500	4,859	3,250	49.52%	2,856	70.16%
Ambulance	300,000	184,115	150,000	22.74%	161,688	13.87%
Recreation Program	160,000	74,249	72,000	3.12%	73,453	1.08%
Non-Resident Fee Parks	37,000	43,800	37,000	18.38%	40,415	8.38%
Field Use Charge	21,500	21,510	21,500	0.05%	24,295	-11.46%
Engineering & Inspection	175,000	0	0	0.00%	210,195	-100.00%
Material Testing	100,000	0	0	0.00%	0	0.00%
Colleyville Center Rental	257,250	97,291	91,899	5.87%	127,946	-23.96%
Lot Drainage Insp Fee	13,000	11,750	6,500	80.77%	9,875	18.99%
TOTAL CHARGES FOR SERVICE	$1,089,800	$448,344	$391,924	14.40%	$664,003	-32.48%
SRO Officer Reimb	$94,282	$0	$0	0.00%	$0	0.00%
Keller Court	217,697	123,845	108,849	13.78%	115,705	7.04%
TOTAL INTERGOVERNMENTAL	$311,979	$123,845	$108,849	0.00%	$115,705	0.00%
Sale of Surplus Property	$5,000	$23,339	$2,500	833.56%	$3,798	514.58%
Interest Income	25,000	2,530	2,495	0.00%	2,343	7.99%
Miscellaneous	55,000	58,984	27,500	114.49%	50,924	15.83%
Use of Available Cash	1,000,000	0	0	0.00%	0	0.00%
Antenna Lease	70,040	46,624	46,624	0.00%	45,855	1.68%
TOTAL MISCELLANEOUS	$1,155,040	$131,477	$79,119	66.18%	$102,920	27.75%
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	$17,387,761	$16,947,444	2.60%	$17,134,612	1.48%

MONTHLY FINANCIAL REPORT - MARCH 2016

	FY 2016 BUDGET	THROUGH 3/31/2016	THROUGH 3/31/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.0%	97.35%	97.01%	0.34%	0.35%
RESIDENTIAL BLDG PERMITS	125	88	76	12	15.79%
COMMERCIAL BLDG PERMITS	5	5	4	1	25.00%
CITATIONS ISSUED	11,500	3,891	4,972	(1,081)	-21.74%

GENERAL FUND EXPENSES

	FY 2016 BUDGET	EXPENDED THROUGH 3/31/2016	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	$189,746	$48,654	$54,873	25.64%	$141,092
City Manager	603,241	315,173	316,621	52.25%	288,068
City Secretary	215,281	108,648	109,641	50.47%	106,633
Finance	415,341	237,998	239,671	57.30%	177,343
Legal	200,000	84,942	100,000	42.47%	115,058
Engineering	574,462	330,612	332,231	57.55%	243,850
Economic Development	303,166	148,222	151,583	48.89%	154,944
Building Inspection	464,400	217,402	232,200	46.81%	246,998
Community Development	333,240	157,364	166,620	47.22%	175,876
Fire	4,440,164	2,413,153	2,419,082	54.35%	2,027,011
Police	4,592,988	2,166,928	2,296,494	47.18%	2,426,060
Parks	1,299,413	522,857	559,707	40.24%	776,556
Recreation	380,668	142,624	150,334	37.47%	238,044
Street Maintenance	4,694,578	3,803,325	3,847,289	81.02%	891,253
Library	737,263	387,020	399,632	52.49%	350,243
Communications	212,244	91,129	106,122	42.94%	121,115
Colleyville Center	391,162	176,571	184,581	45.14%	214,591
Human Resources	304,339	155,495	155,670	51.09%	148,844
Municipal Court	391,187	175,862	195,594	44.96%	215,325
Fleet Services	229,302	118,185	118,651	51.54%	111,117
Facility Services	531,909	256,235	265,955	48.17%	275,674
Information Services	874,700	520,798	532,350	59.54%	353,902
Non Departmental	953,559	447,545	476,780	46.93%	506,014
Capital Equipment Reserve	452,000	452,000	452,000	100.00%	0
Compensation Adjustment	193,017	0	0	0.00%	193,017
TOTAL EXPENSES	$23,977,370	$13,478,743	$13,863,677	56.21%	$10,498,627

MONTHLY FINANCIAL REPORT - MARCH 2016

UTILITY FUND

REVENUE SOURCE	FY 2016 BUDGET	RECEIVED AS OF 3/31/2016	PROJECTED AS OF 3/31/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 3/31/2015	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	$11,467,441	$4,385,749	$3,927,771	11.66%	$4,108,937	6.74%
Sewer Sales	4,050,786	1,816,473	2,025,393	-10.32%	1,668,509	8.87%
Sewer Installation	7,000	9,100	3,500	160.00%	8,100	12.35%
Water Installation	21,000	26,500	10,500	152.38%	17,441	51.94%
Sewer Tie-on Charges	5,000	0	0	0.00%	0	0.00%
Engineering Charges	50,000	0	0	0.00%	97,487	-100.00%
Penalties	228,772	151,682	114,386	32.61%	90,950	66.78%
Miscellaneous	13,000	13,932	6,500	114.34%	9,907	40.62%
TOTAL OPERATING INCOME	$15,842,999	$6,403,437	$6,088,050	5.18%	$6,001,330	6.70%
Interest Income	$20,300	$5,167	10,150	-49.10%	$5,612	-7.93%
Use of Available Cash	450,000	0	0	0.00%	0	0.00%
TOTAL NON-OPERATING INCOME	$470,300	$5,167	$10,150	100.00%	$5,612	-7.93%
TOTAL INCOME	$16,313,299	$6,408,604	$6,098,200	5.09%	$6,006,942	6.69%

	THROUGH 3/31/2016	THROUGH 3/31/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	895,531,900	880,855,600	14,676,300	1.67%
NUMBER OF WATER CUSTOMERS	9,760	9,575	185	1.93%

UTILITY FUND EXPENSES

	FY 2016 BUDGET	EXPENDED THROUGH 3/31/2016	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	$382,103	$181,706	$191,052	47.55%	$200,397
Operations	12,402,286	4,919,388	5,201,143	39.67%	7,482,898
Utility Support	1,176,062	535,506	588,031	45.53%	640,556
Non-Departmental	320,803	166,184	171,402	51.80%	154,619
Debt Service	365,325	355,913	355,913	97.42%	9,413
Compensation Adjustment	29,934	0	0	0.00%	29,934
Transfer to General Fund	1,209,849	44,286	44,286	3.66%	1,165,563
TOTAL EXPENSES	$15,886,362	$6,202,983	$6,551,825	39.05%	$9,683,379

RESOLUTION R-16-3983

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF APRIL 19, 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 19TH DAY OF APRIL 2016.

ATTEST:	**CITY OF COLLEYVILLE**
Amy Shelley, TRMC City Secretary	David Kelly Mayor