



City of Colleyville City Council Agenda

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

Tuesday, September 20, 2016

**EXECUTIVE SESSION
3:15 P.M.
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER AND ROLL CALL

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

Section 551.074 - Personnel - Deliberate the appointment, employment, evaluation, and duties of the City Attorney (City Attorney interviews)

**WORKSESSION
5:30 P.M.
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER AND ROLL CALL

WS-1 Communications overview and website demonstration

WS-2 Discussion of sign ordinance relative to directory signage

WS-3 Discussion of the September 20, 2016, City Council regular agenda items

**EXECUTIVE SESSION
6:30 P.M.
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

CALL TO ORDER AND ROLL CALL

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

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

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 Attorney

Section 551.074 - Personnel - Deliberate the appointment, employment, evaluation, and duties of the economic development director

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 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-16-4034

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

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

Recognition of the Charter Review Committee - Mayor Richard Newton

In recognition of Colleyville's Featured Business of the Month - O'Reilly Auto Parts, 4501 Colleyville Boulevard, Store Manager Tommie Thomas - Mayor Richard Newton and SH26 Project Coordinator James Hubbard

4. CONSENT: READING AND PUBLIC HEARING- Resolution R-16-4035

- 4a** Approval of the minutes of the City Council worksession on August 23, 2016
- 4b** Approval of the minutes of the City Council worksession on August 24, 2016
- 4c** Approval of the minutes of the Special City Council meeting on August 25, 2016
- 4d** Approval of the minutes of the City Council worksession on August 25, 2016
- 4e** Approval of the minutes of the regular City Council meeting on September 6, 2016
- 4f** Approval of the minutes of the City Council worksession on September 8, 2016
- 4g** Approval of Professional Service Agreements with Beacon Emergency Services Team, P.A. d/b/a BEST EMS for a medical director and instructional services, in a combined total amount not to exceed \$21,473, and authorize the city manager to execute the agreements
- 4h** Approval of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$167,372.50, and authorize the city manager to execute same, and any associated change orders, in an amount not to exceed 25% of the original contract price, subject to the approval of funding in the Fiscal Year 2017 (FY 2017) budget
- 4i** Approval of a contract renewal for the Horticultural Grounds Maintenance Contract to the Lawn Firm, in an amount not to exceed \$162,324, and authorize the city manager to execute the contract, and any associated change orders, in an amount not to exceed 25% of the original contract amount, subject to the approval of funding in the Fiscal Year 2017 (FY 2017) budget
- 4j** Approval of an Interlocal Purchasing Agreement between the City of Colleyville and the North Central Texas Council of Governments (NCTCOG) for the purchase of products and services through the North Texas SHARE Program, and authorize the city manager to execute the agreement
- 4k** Approval to renew the annual license agreement with Incode Court software, with Tyler Technologies, for the Joint Municipal Courts of Colleyville and Keller with a first year cost of \$28,943, and authorize the city manager to execute the agreement

5. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**5a Ordinance O-16-1987**

Adoption of the Colleyville Economic Development Corporation Fiscal Year 2017 (FY 2017) Budget

5b Ordinance O-16-1988

Amending Ordinance O-15-1967 relating to the Fiscal Year 2016 budget

5c Ordinance O-16-1989

Adoption of the proposed Fiscal Year 2017 (FY 2017) budget

5d Ordinance O-16-1990

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2017 (FY 2017)

5e Ordinance O-16-1991

Approval to amend Sec. 2-26 of the Colleyville, Texas, Code of Ordinances, setting fees and charges for City services

5f Ordinance O-16-1992

Approval of an ordinance to reappoint Judge Sara Jane Del Carmen as the Regional Municipal Court Judge, reappointing an Associate Municipal Court Judge, and approving the Second Amendment to the Regional Municipal Court Judge Agreement

6. RESOLUTION(S): READING AND PUBLIC HEARING**6a Resolution R-16-4036**

Approval of a resolution to ratify the property tax increase as reflected in the Fiscal Year 2017 Budget

6b Resolution R-16-4037

Adoption of the Fiscal Year 2017 to 2021 Capital Improvement Program (CIP)

6c Resolution R-16-4038

Approval of a resolution to appoint citizens to the Water and Wastewater Rate Advisory Committee

7. TABLED: RESOLUTION(S):**7a Resolution R-16-4032**

Consideration of filling the Place 1 position on the Zoning Board of Adjustment, with Alternate 1, and filling the Alternate 1 position with the Alternate 2

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

9. REPORTS

Planning and Zoning Commission Minutes - August 8, 2016

Zoning Board of Adjustment Minutes - August 9, 2016

Monthly Financial Report - August 2016

10. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR SEPTEMBER 20, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-4039

11. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, September 16, 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
www.colleyville.com

Agenda Number WS-1

Agenda Date 09/20/2016

Type Worksession

Department Communications and Marketing

Title

Communications overview and website demonstration

Strategy Map Connection

B1- Seek innovative technology solutions where appropriate

B4- Cultivate a culture of transparency and consistent communication

Explanation

The purpose of this item is for staff to provide an overview of the Communications and Marketing department initiatives and tools, and provide a tour of the new Colleyville.com.

Attachments

1. Communications and Marketing Presentation

Communications & Marketing

Colleyville Communicator



- Monthly newsletter
- Distributed through water bills (reaches more than 9,000 residences and businesses)
- 2014 citizen survey ranked the City newsletter in a virtual tie with local news outlets as the best source for news about the City
- Content produced a month ahead to accommodate billing cycle

E-News



- Distributed Friday through the Constant Contact web platform.
- Sent to 2,792 subscribers' inboxes. 2-5 new inboxes weekly
- Allows for timely delivery of news and announcements
- Also send out emergency e-blasts

E-News Statistics

Past three months average open rate: 49%

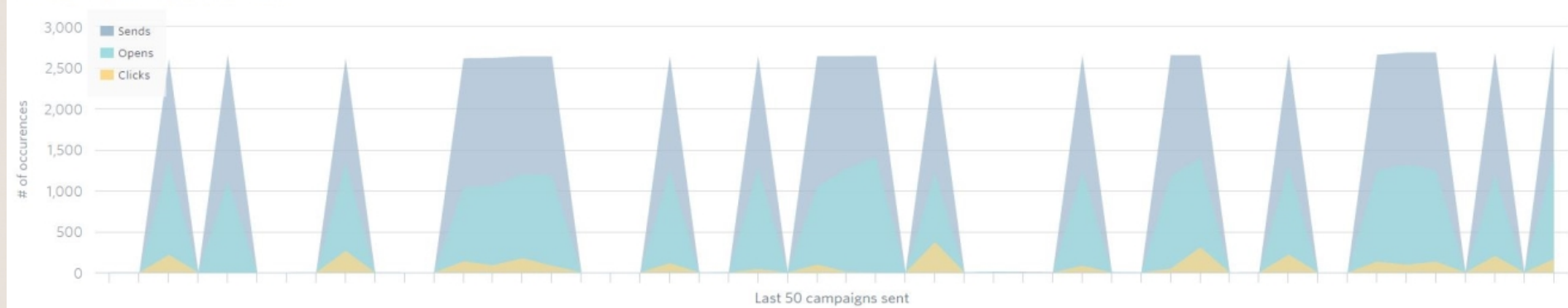
Government Open Rate Benchmark: 26.08%

Opens by device

Mobile: 63%

Desktop: 37%

CAMPAIGNS OVERVIEW (SENDS, OPENS, CLICKS)

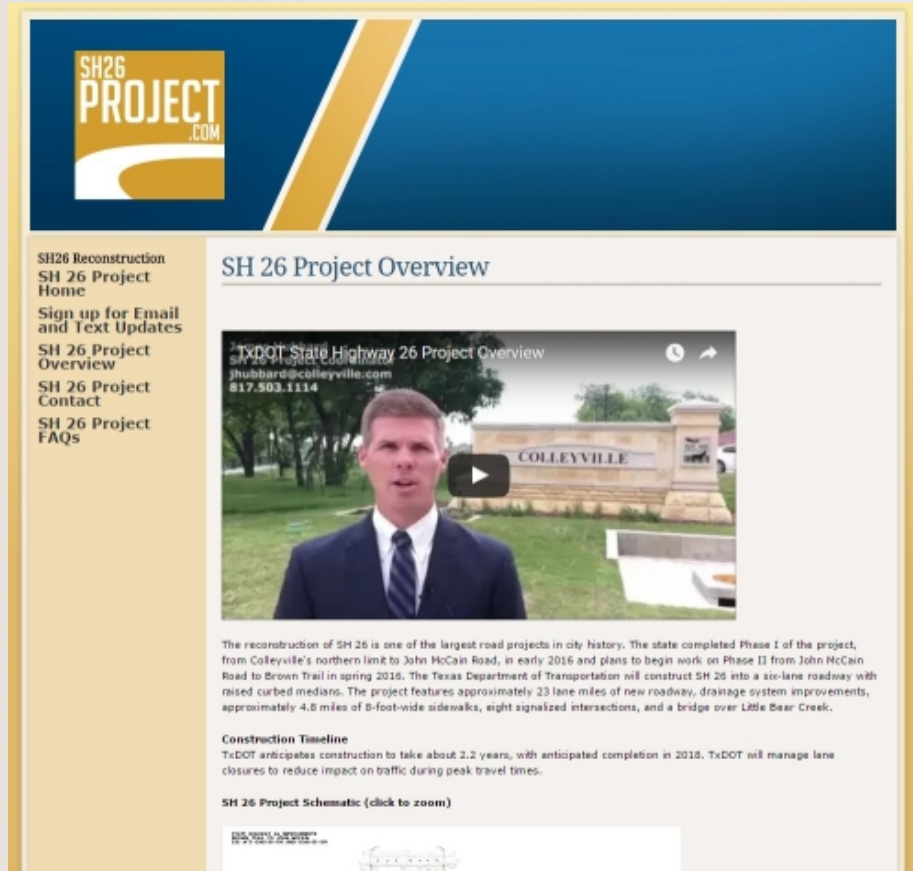


CodeRED



- Ultra high-speed telephone communication service for emergency notifications.
- Allows us to telephone, text, and email all or targeted areas of the city in case of an emergency.

SH26 Communications



- SH26 Web Portal
- Text notification system via Mobile Text Alerts
- An SH26 Update email subscriber list
- Project coordinator to work with key stakeholders, local businesses, and the public

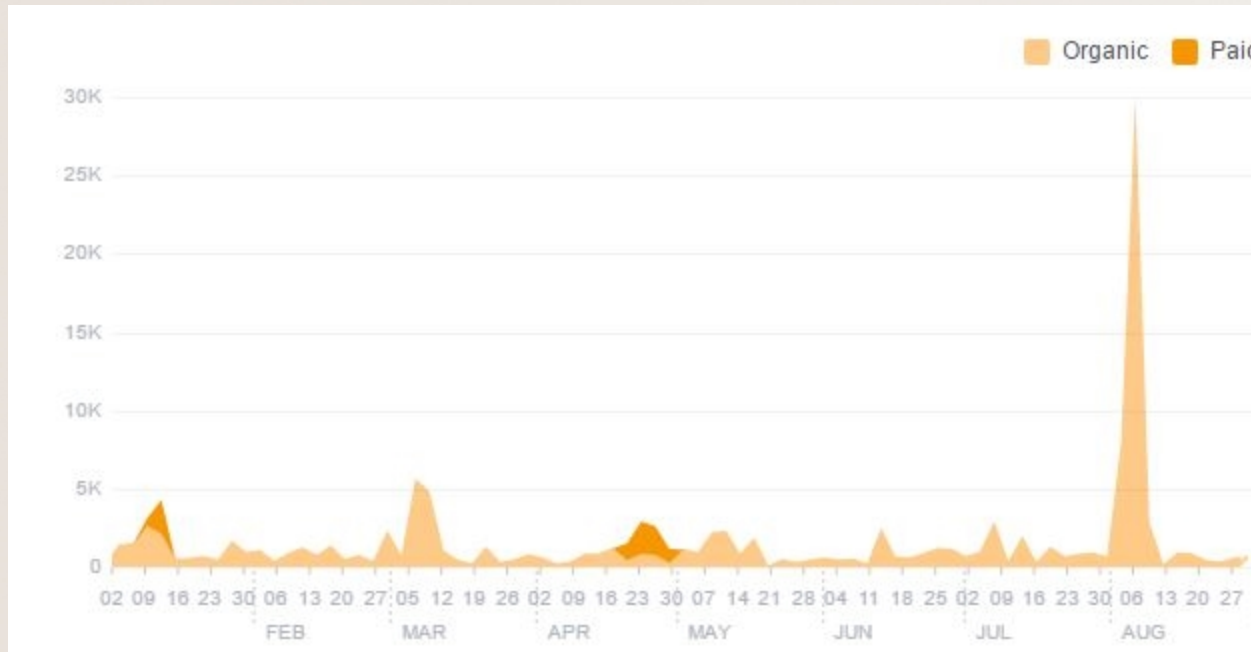
Social Media: Facebook



- Five Facebook pages: City Government, Economic Development, Colleyville Center, Glade Road Project and Colleyville CloseBuy
- The city's main Facebook page has 1,779 followers. We gain 10-20 new followers a week.

Social Media: Facebook

City of Colleyville Government Page Reach



- In 2016, Facebook posts from the city's main page were reaching 1,511 people daily on average

Social Media: Twitter



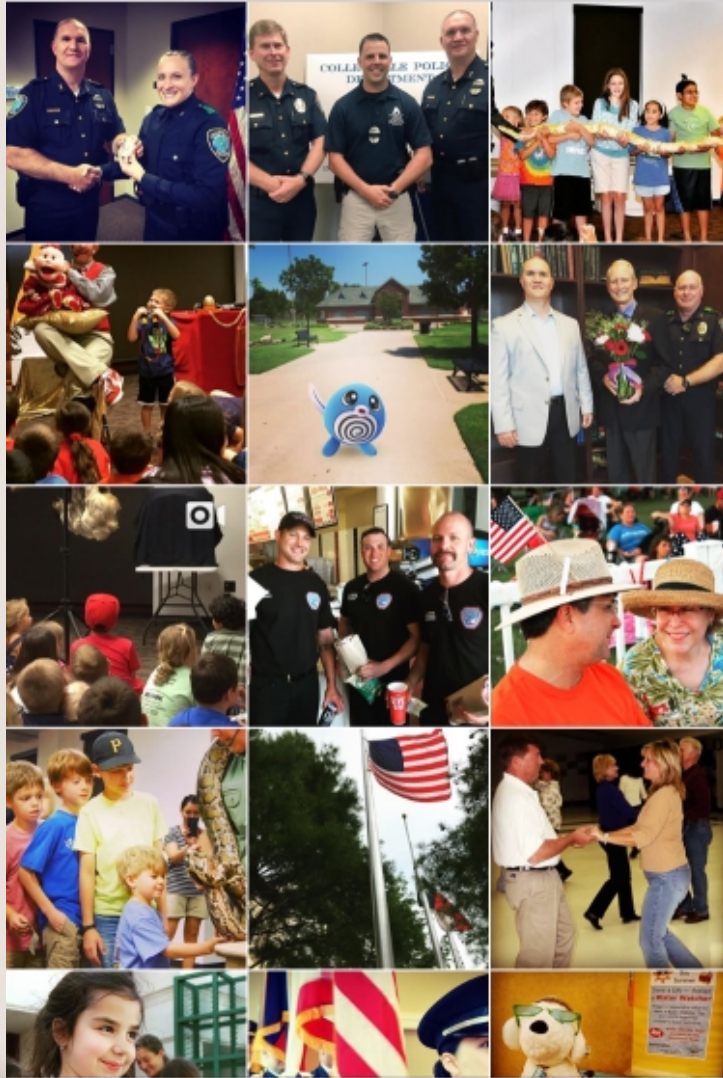
- City Twitter pages:
@CityColleyville 232 Followers
@ColleyvilleED 82 Followers
@CCloseBuy 257 Followers
@ColleyvilleLib 280 Followers
- In August, 20.7K impressions on main account.

Twitter statistics



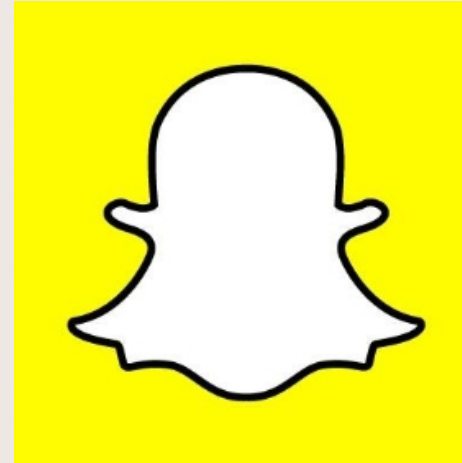
Blue bar = number of impressions, Gray bar = number of tweets

Social Media: Instagram

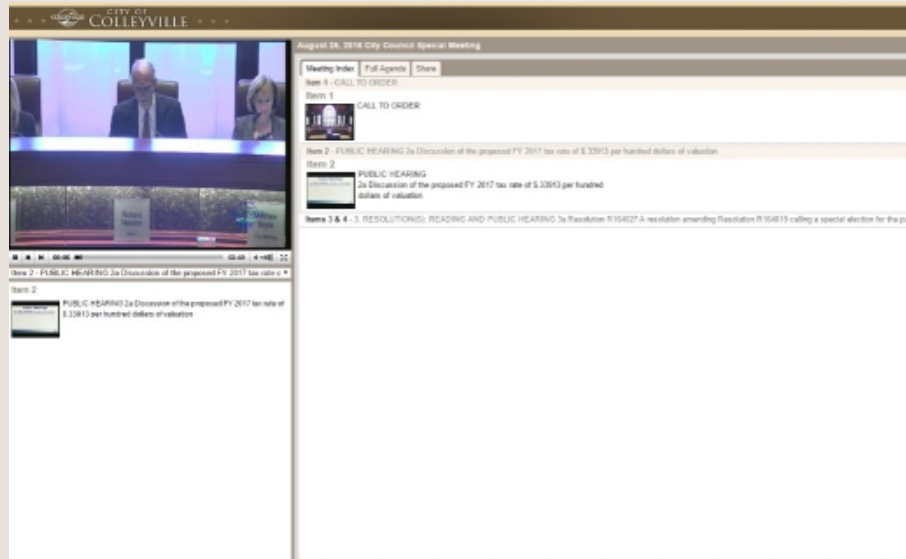


- @colleyvilletexas
- 105 Followers
- Provide a magazine-like look at Colleyville
- Photos from events, activities, slice of life, businesses
- New stories feature will allow us to share content in real time with 24-hour time limit

Other Social Media



Cable Television/Webcasts



- The City's cable outlet is broadcast on Time Warner and Verizon, as well as live streamed on Colleyville.com
- According to the 2014 citizen survey, viewership has dropped by half in the past two years—following a national trend in television viewership

Marketing: Reading & Recreation



- Highlight programs, events and classes online
- Promote catalog as a whole and individual events, programs through online channels

Marketing: Citywide Events



- Branded for event theme
- Reach out to local newspapers to highlight events in publications.
- Design theme utilized in all promotional collateral for greater impact, including posters and online banners

State of the City



- One night event to update community
- Started this event in 2010 with a live presentation given by the city manager and is recorded and made available online
- In 2016 we switched to a video format that is available on YouTube
- Need council direction for future of event

Colleyville.com



- Roll out of new website this fall.
- Designed to improve experience especially for mobile users
- Easier navigation and user experience

Website Stats

Average Monthly Visitors: 27,009

May – 36,072

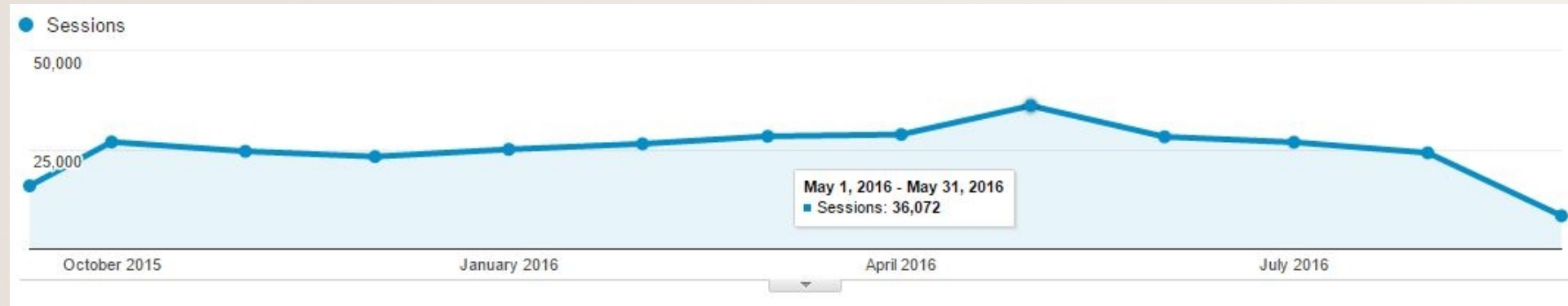
September – 25,090

Desktop Viewers: 52.34%

Mobile Viewers: 37.77%

Tablet: 9.9%

Most Popular Pages: Home, Jobs, Library



Questions?



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-2

Agenda Date 09/20/2016

Type Worksession

Department Community Development

Title

Discussion of sign ordinance relative to directory signage

Strategy Map Connection

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

B2- Proactively seek process improvements and sustainable solutions

Explanation

Town Center Colleyville is a retail development consisting of a grocery store, a movie theater, several restaurants, retail stores, and other commercial uses. Due to the large size and large number of uses, the property owner is requesting to utilize some wayfinding signage, or directory signage, to help customers locate the specific businesses located within the development. The subject property is zoned CC-2 Shopping Center district. These types of signs are not permitted within the City of Colleyville.

Existing Conditions/Background: The subject property is currently known as Town Center Colleyville and is developed as an approximately 275,000 square foot commercial complex with a mix of retail, restaurant, office, and other commercial uses.

Existing Ordinance Language: Per the Land Development Code (LDC), businesses are allowed to have a monument sign and wall signage. Additionally, commercial development which has a single or multi-occupancy building containing a minimum of one hundred thousand (100,000) square feet of floor area and situated on a single platted lot or on two or more contiguous platted lots, shall be allowed major shopping center entry-wall signs and plaques. However, these signs are located along the street right-of-way or on the building and do not direct customers once internal to the development.

The LDC already has a definition for Directory Signs: "A sign listing the occupants within a shopping center, industrial site, retail district, office districts, and commercial site located on the same premises." However, no regulation is contained within the LDC for such signs.

The LDC does allow for traffic directional signs. The purpose of these signs are to guide vehicular traffic into or out of commercial businesses by identifying a public entrance and exit for vehicular traffic. These signs are restricted to six square feet in area and

30 inches in height.

Proposed Signage: Per the attached sign exhibits and site plan, the applicant is proposing to install four directory signs within the interior of the site to help direct customers to the specific businesses located within the development. The applicant is proposing two signs to be double-sided with a height of 6'-3" and a width of 4'-0". The two other signs will be four-sided with the same dimensions as described above for each side. The signs are proposed to be internally illuminated. The design will allow for up to six business names listed per sign face with an arrow pointing toward the direction of the business.

The locations of the signs are internal to the site and would be installed within existing interior landscape islands. The closest distance to a public right-of-way is over 250 feet from Church Street to the south. The sign exhibits and site plan are included as attachment "A".

Benchmark Review: The cities of Grapevine and Hurst do not have specific regulations for directory signs. However, Grapevine has utilized ground signs for the purpose of directing traffic at the mall and within other large developments with approval of a Conditional Use Permit as allowed by their sign regulations. Similar to Colleyville, the cities of Coppell, Keller, Flower Mound, and North Richland Hills allow for traffic directional signs. But like Colleyville, these signs are small. The City of Southlake regulates directory signs similar to what is being proposed. They are allowed within commercial developments as long as they meet height and area requirements and are set back from the property line adjacent to a street a minimum of 75 feet. A full benchmark analysis is provided as attachment "B".

Analysis– Large developments typically contain a number of uses making it difficult to find a specific business without maneuvering through the entire development. Directory signs, signs that provide a list of businesses and direct patrons to these businesses, are an effective means of minimizing traffic conflicts and maximizing customer movement. The best examples of directory signs are located at large regional malls. The names of the tenants are listed with an arrow pointing toward the business. These signs are typically located near entrances and at other strategic locations.

The proposed regulations would be similar to those allowed by the City of Southlake; however, the signs would only be available for major multi-tenant shopping centers with 250,000 square feet of total commercial space, limited to 4 signs total, with a maximum sign area of 25 square feet, and each directory sign must be constructed as a monument sign, as defined in the Land Development Code. The proposed language associated with the amendments is included as attachment "C".

The ordinance amendment request up for consideration is consistent with other signage regulations for large commercial developments. As stated before, commercial development containing a minimum of one hundred thousand (100,000) square feet of

floor area shall be allowed major shopping center entry-wall signs and plaques. Additionally, the City Council can approve a major shopping center landmark sign for such developments.

Based on the information provided for the Town Center Colleyville development, the proposed two-sided directory signs will comply with the proposed area & height regulations but would need to be of a monument style sign. The four-sided signs would not comply. The proposal does not appear to be of a nature anticipated to adversely impact the adjacent properties.

Finally, discussion was held on including a requirement to incorporate the City's brand into each directory sign. It is staff's recommendation that the signs should match with the style and look of the development where these signs may be located and utilize wayfinding signage that would be located in street rights-of-way for a common branding and look and feel. Additionally, these signs will be a great distance away from the street and only visible within the development.

Staff Recommendation: The proposed amendment is consistent with the land uses located on the subject property and the governing zoning district.

Attachments

1. Sign Presentation - September 20, 2016
2. Attachment A: Proposed Sign Exhibits & Site Plan
3. Attachment B: Benchmark Analysis
4. Attachment C: Draft Ordinance Amendment

SIGN PRESENTATION

**City Council Worksession
September 20, 2016**

Ordinance Amendment – Directory Signs

Discussion about a possible amendment to the Land Development Code relative to directory signage for large retail developments

Objective

To receive direction from the City Council regarding an ordinance amendment to allow for directory signs

Aerial Map

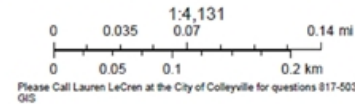
Town Center Colleyville

±275,000 SF



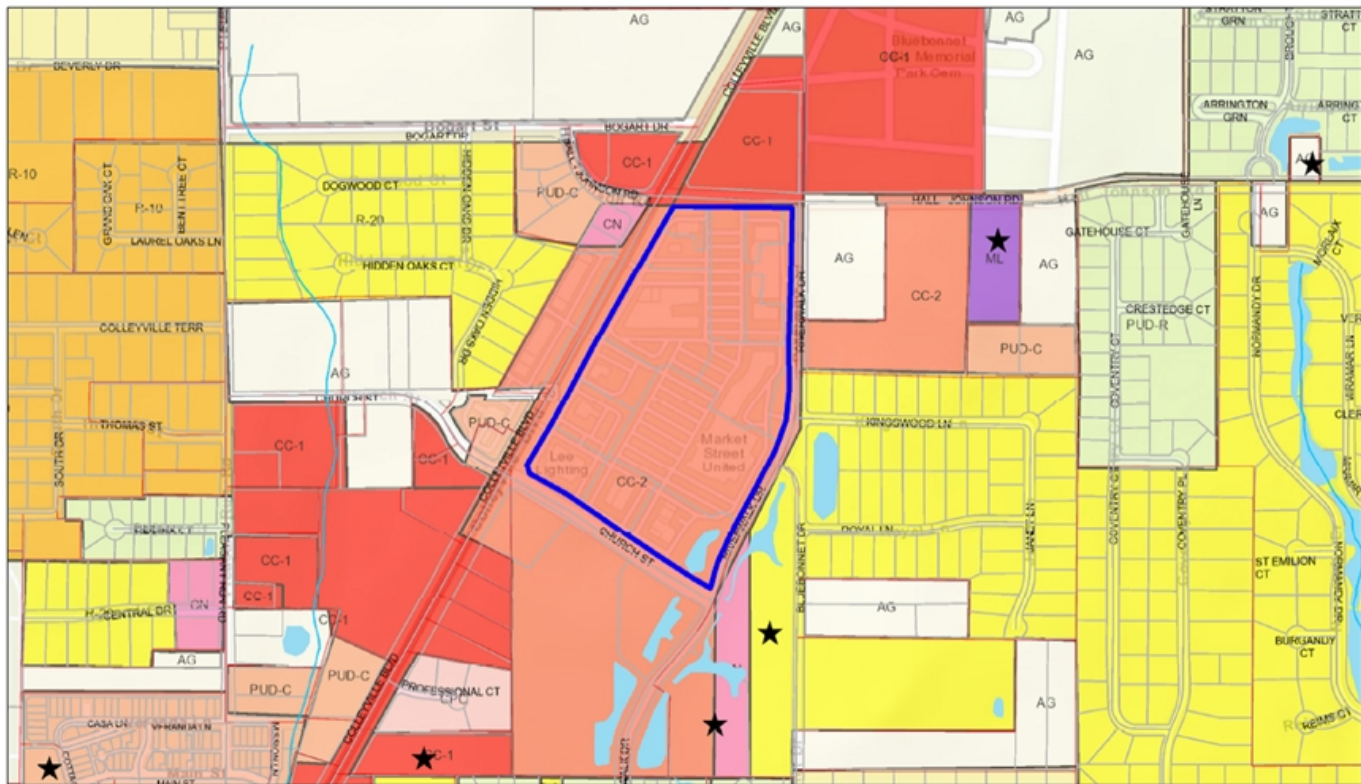
August 10, 2016

- City Limit
- ★ Municipal
- Subdivisions
- + Railroad
- Streams
- Parcels
- Roads
- Ponds



Zoning Map

Town Center Colleyville



August 10, 2016

-  City Limit
  Municipal
  Subdivisions
 Railroad
 Streams
 Roads
 Ponds

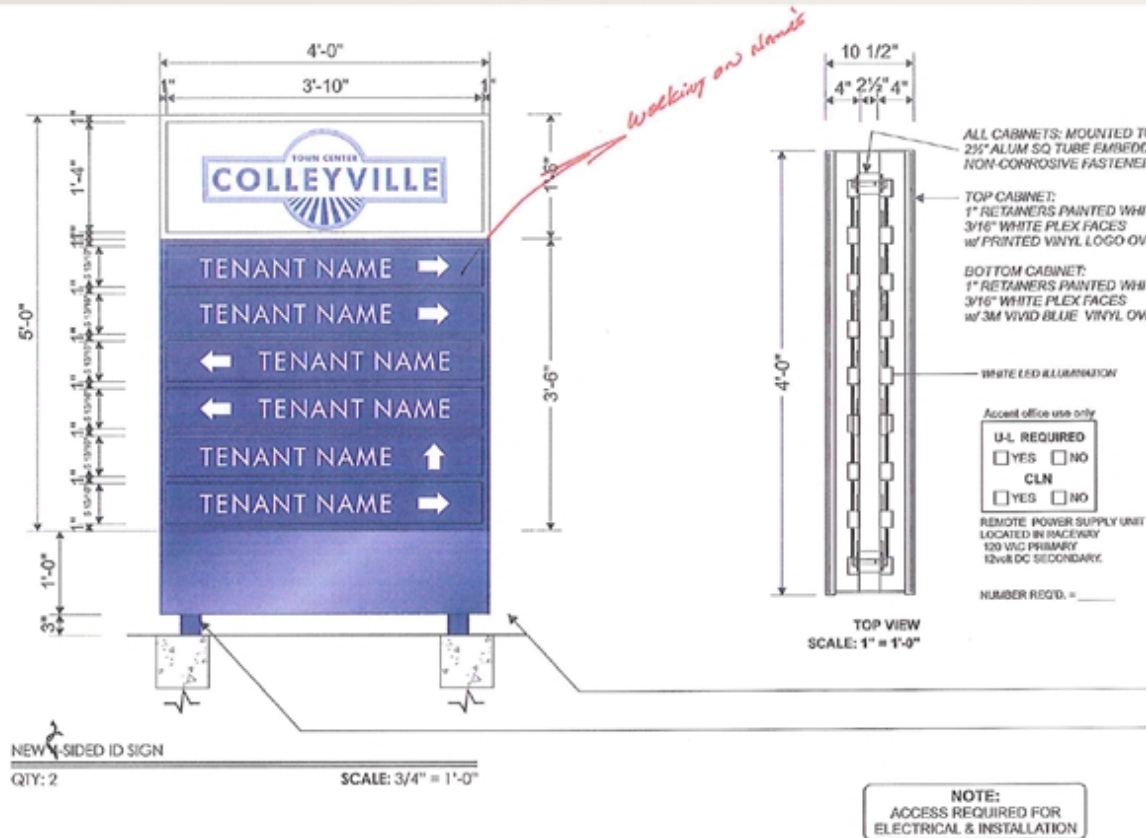
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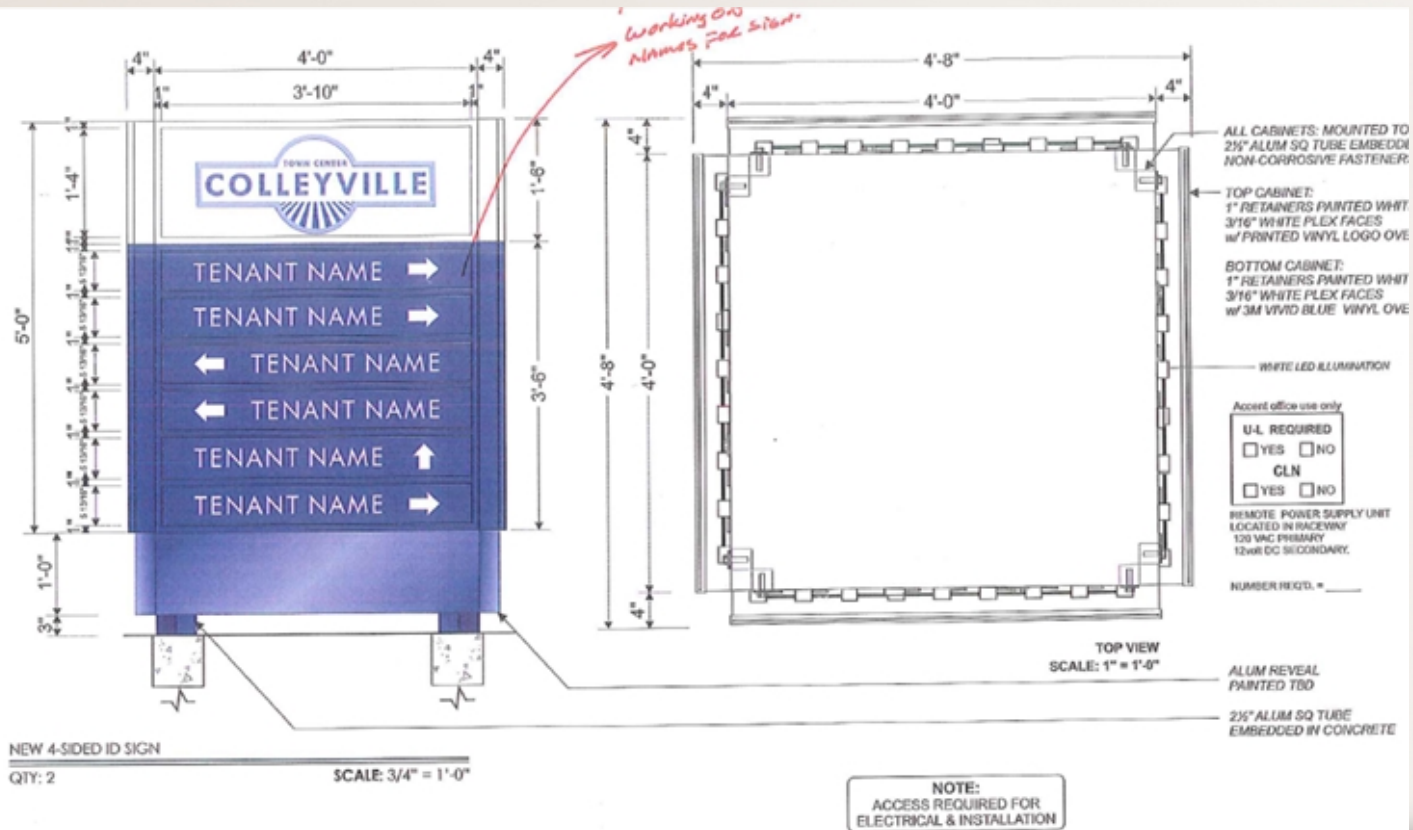
0 0.1 0.2 0.4 km
Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community
Please Call Lauren LeCren at the City of Colleyville for questions 817-503-1085



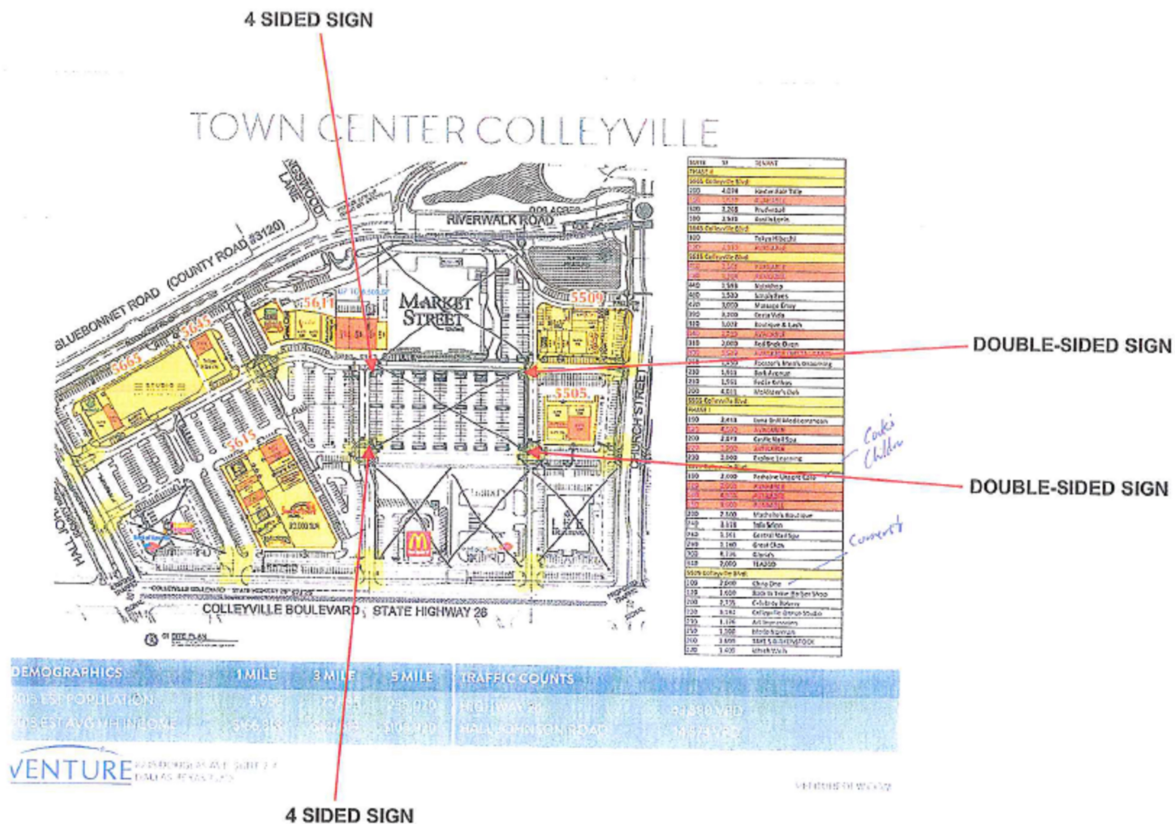
Sign Exhibits



Sign Exhibits

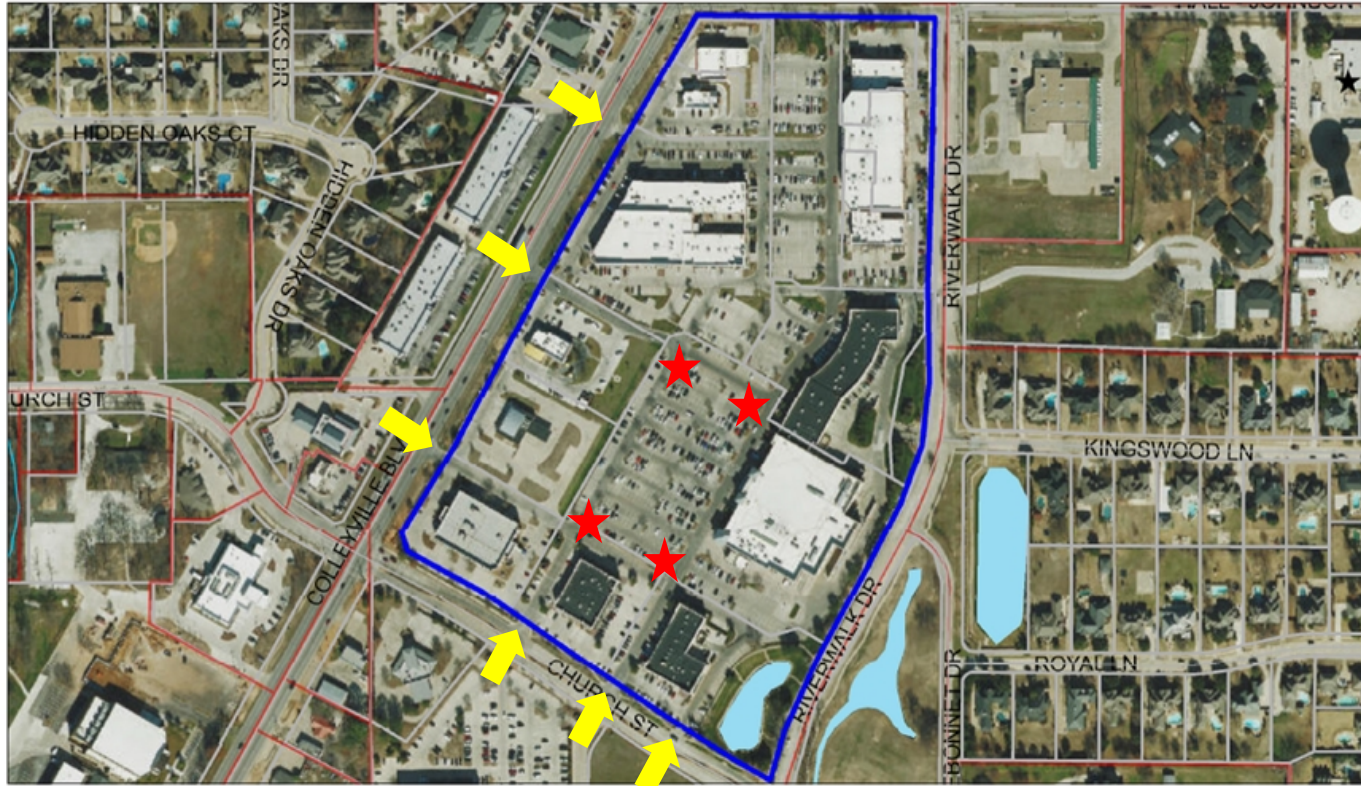


Site Plan



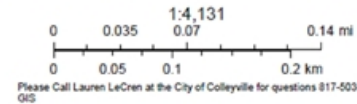
Aerial Map

Town Center Colleyville



August 10, 2016

- City Limit
- ★ Municipal
- Subdivisions
- + Railroad
- Streams
- Parcels
- Roads
- Ponds



Street View #1



Colleyville Blvd (middle entrance)

Street View #2



Street View #3



Church St (west entrance)

Street View #4



Church St (middle entrance)

Benchmark Analysis

City	Sign Type Allowed	Comments
Colleyville	Traffic Directional Signs	6 sq ft; 30" in height; 2 per curb cut; additional signs allowed behind the building setback line
Coppell	Movement Control Signs	3 sq ft; detached or attached; no limitation on number
Flower Mound	Directional Signs	5 sq ft; 3' in height; no limitation on number
Grapevine	Ground Signs	60 sq ft; 6' in height; 1 sign per lot unless a Planned Commercial Center
Keller	Movement Control Sign	6 sq ft; 4' in height; no limitation on number
North Richland Hills	Traffic Directional Signs	2 sq ft; 30" in height; 2 per public street drive approach Exemption: signs setback a min of 30' @ centers >200,000 sq ft (requires approval of the Sign Review Committee)
Southlake	Directory Sign	50 sq ft/sign face, 100 sq ft/sign; 6.5' in height; 1 per street entrance; 75' setback

Traffic Directional Sign Examples



Directory Sign Examples



Proposed Regulations

Section 7-150 Permanent Freestanding Signs – Sign Classifications & Regulations

- F. Directory Signs – The purpose of a directory sign is to provide a listing of the occupants within a major multi-tenant shopping center and direction to the buildings in the development. All directory signs shall be constructed as a monument sign as defined in this Land Development Code. Directory signs shall be allowed in accordance with Table 7-1 and only for retail shopping centers that contain more than four (4) tenants and contain a minimum of 250,000 square feet of gross floor area. One (1) directory sign shall be permitted per street entrance with no more than 4 such signs permitted total per retail shopping center. The maximum area, height, spacing, and setbacks of a directory sign shall conform to the specifications contained in Table 7-2.

Section 7-160 Permanent Freestanding Signs – Allowable Districts

Table 7 - 1 Allowable Districts for Permanent Freestanding Signs																		
Sign Classification	Permit Required (Y or N)	Residential Districts								Commercial Districts						Special Districts		
		R15	R20	R30	R40	RE	RD	RMF	MH	CPO	CN	CC1	CC2	CC3	ML	AG	PUD	
General Business Signs	Y									P	P	P	P	P	P			(1)
Freeway Pole Signs	Y									(2)	(2)	(2)	(2)	(2)	(2)			(2)
Institutional Signs	Y	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Multi-family Signs	Y							P										(3)
Subdivision Monument Signs	Y	P	P	P	P	P	P	P	P									P
Traffic Directional Signs	N	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)	P	P	P	P	P	P	P	P	(1)
<u>Directory Signs</u>	<u>Y</u>													(5)	(5)			(5)

Notes for Table 7-1:

(1) Permitted where the PUD ordinance allows commercial uses

(2) Permitted only in the Freeway Overlay Zone

(3) Permitted where the PUD ordinance allows multi-family uses

(4) Permitted for Institutional uses in the applicable districts

(5) Permitted for retail shopping centers containing a minimum of 250,000 square feet of gross floor area

Legend: P = Sign permitted in this district

(1) = Sign permitted in this district

per special footnote

Section 7-165 Permanent Freestanding Signs – Area, Height and Setback Requirements

Table 7 - 2 Area, Height and Setback for Permanent Freestanding Signs						
Type of Sign	Maximum Sign Area	Maximum Sign Height	Minimum Front Property Line Setback (1)	Minimum Side Property Line Setback	Minimum Spacing B/T Next Free-Stand. Sign	Special Conditions
General Business Signs	112 s. f. (2)	8 ft. (2)	8 ft.	30 ft.	60 ft. (7)	1 per 250' street frontage
Freeway Pole Signs	250 s. f.	35 ft.	8 ft.	30 ft.	60 ft. (7)	1 per lot (3)
Institutional Signs (on-premises)	45 s f. (4)	5 ft.	8 ft.	30 ft.	60 ft.	1 per street frontage
Institutional Signs (off-premises)	16 s f.	5 ft.	none	none	none	Maximum of two signs
Multi-family Signs	25 s. f.	5 ft.	8 ft.	30 ft.	60 ft.	1 per street frontage
Subdivision Monument Signs	(8)	10 ft.	0 ft.	0 ft. (5)	n/a	Maximum 2 per entrance
Traffic Directional Signs (6)	6 s. f.	30 inches	0 ft.	0 ft.	0 ft.	2 per curb cut
<u>Directory Signs</u>	<u>25 s.f.</u>	<u>6 ½ ft. (2)</u>	<u>150 ft.</u>	<u>N/A</u>	<u>N/A</u>	<u>1 per street entrance and no more than 4 signs per retail shopping center; Sign shall only be located along an internal drive or street within the development</u>

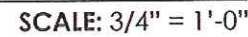
Notes for Table 7-2:

- (1) Any street frontage shall be considered a front property line
- (2) Maximum structure size.
- (3) Only permitted within 250 feet of Hwy. 121 right-of-way.
- (4) An on-premises Institutional Sign located in a non-residential zoning district may be constructed in accordance with the General Business Sign regulations for the applicable zoning district.
- (5) Signs on a street island must be designed to permit appropriate driver visibility- joint use agreement required.
- (6) Spacing requirements for Freestanding Signs are not applicable to Traffic Directional Signs.
- (7) 100 feet between signs when signs are located on the same lot.
- (8) Maximum message area is 50 s.f.

Summary

- A request was submitted to install 4 directory signs at the Town Center Colleyville development
- The current Sign Regulations do not allow for such signs
- The proposed regulations would apply only to retail shopping centers containing a minimum of 250,000 square feet of gross floor area
- Monument style; 25 sq. ft.; 6.5' tall; 1 sign per drive with a max of 4 signs total
- To be located on private property & used internal to the site

Monom. 6/27/16
Working on
names for sign.



NOTE:
ACCESS REQUIRED FOR
ELECTRICAL & INSTALLATION

SQ TUBE DETAIL
SCALE: 1" = 1'-0"

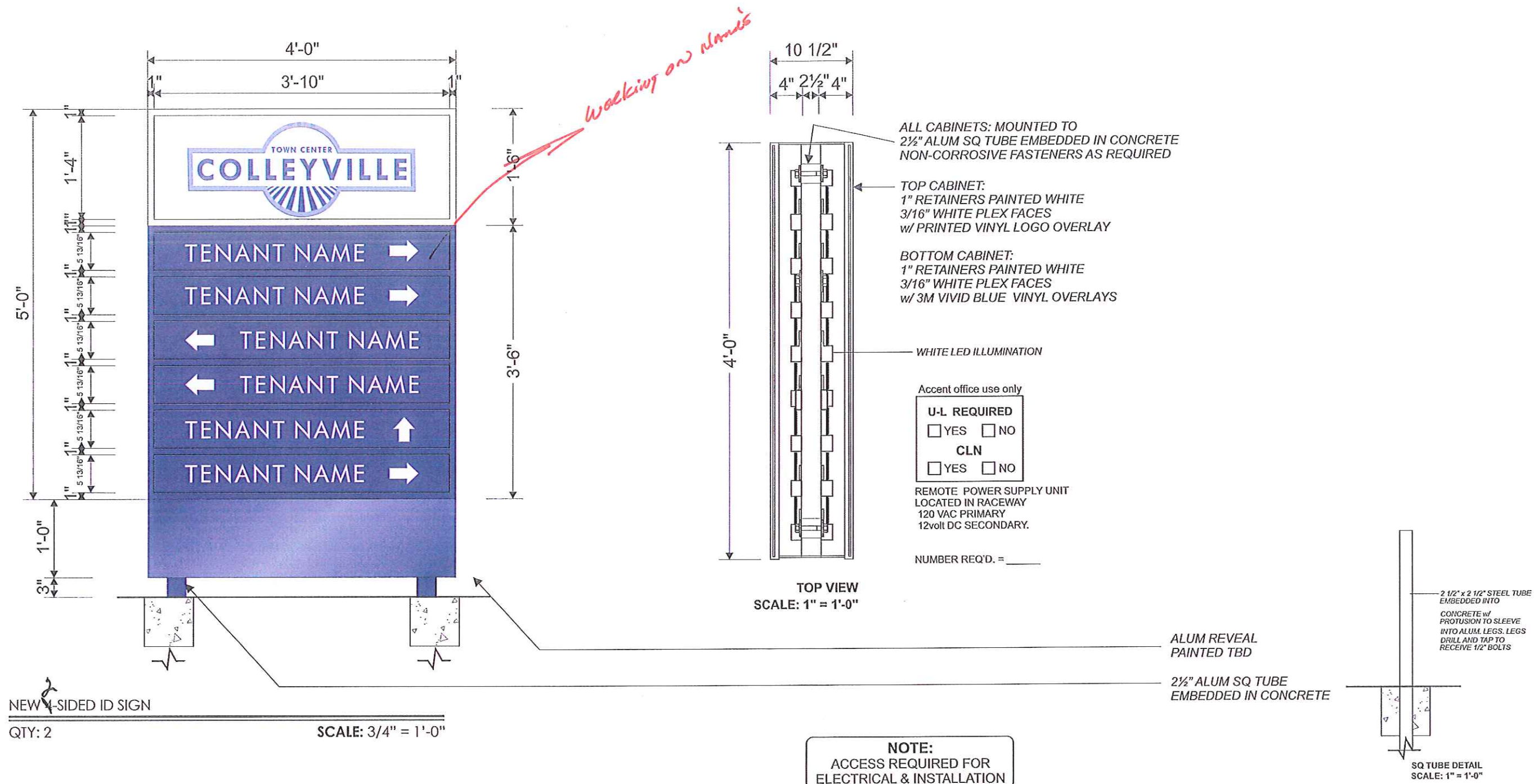
This drawing is the exclusive property of Accent Graphics, Inc. and is the result of the original work of its employees. The plans are provided to your company for the sole purpose of considering the purchase of a sign manufactured by Accent Graphics, Inc. based on these plans. OR the purchase of the plans and design concepts contained therein for manufacture elsewhere. Distribution or exhibition of the plans to anyone outside of your company or the use of the plans by others to manufacture or design a similar sign as displayed in the plans is expressly forbidden. In the event that such exhibition occurs, Accent Graphics will expect payment of a minimum \$2000 design fee in recompense for the time and effort entailed to produce the plans.

accent  **graphics**
COMPLETE SIGN SERVICE & FABRICATION

23 E. ROCK ISLAND TOLL FREE (800) 810-3044
 RAND PRAIRIE, TX 75050 METRO (972) 399-0333

MAIL k.kendall@accentgraphicsinc.com FAX (972) 986-4456
 WEBSITE www.accentgraphicsinc.com FAX (800) 810-3045

Attachment "A" - Proposed Sign Exhibits & Site Plan



DATE	REVISIONS	NAME

AUTHORIZATION	
CLIENT	DATE
ACCOUNT EXECUTIVE	DATE
LANDLORD	DATE

ALL CHANGES MUST BE INITIALED BY CLIENT AND ACCOUNT EXECUTIVE ON FINAL APPROVED PRINT.

This drawing is the exclusive property of Accent Graphics, Inc. and is the result of the original work of its employees. The plans are provided to your company for the sole purpose of considering the purchase of a sign manufactured by Accent Graphics, Inc. based on these plans OR the purchase of the plans and design concepts contained therein for manufacture elsewhere. Distribution or exhibition of the plans to anyone outside of your company or the use of the plans by others to manufacture or design a similar sign as displayed in the plans is expressly forbidden. In the event that such exhibition occurs, Accent Graphics will expect payment of a minimum \$2000 design fee in recompense for the time and effort entailed to produce the plans.

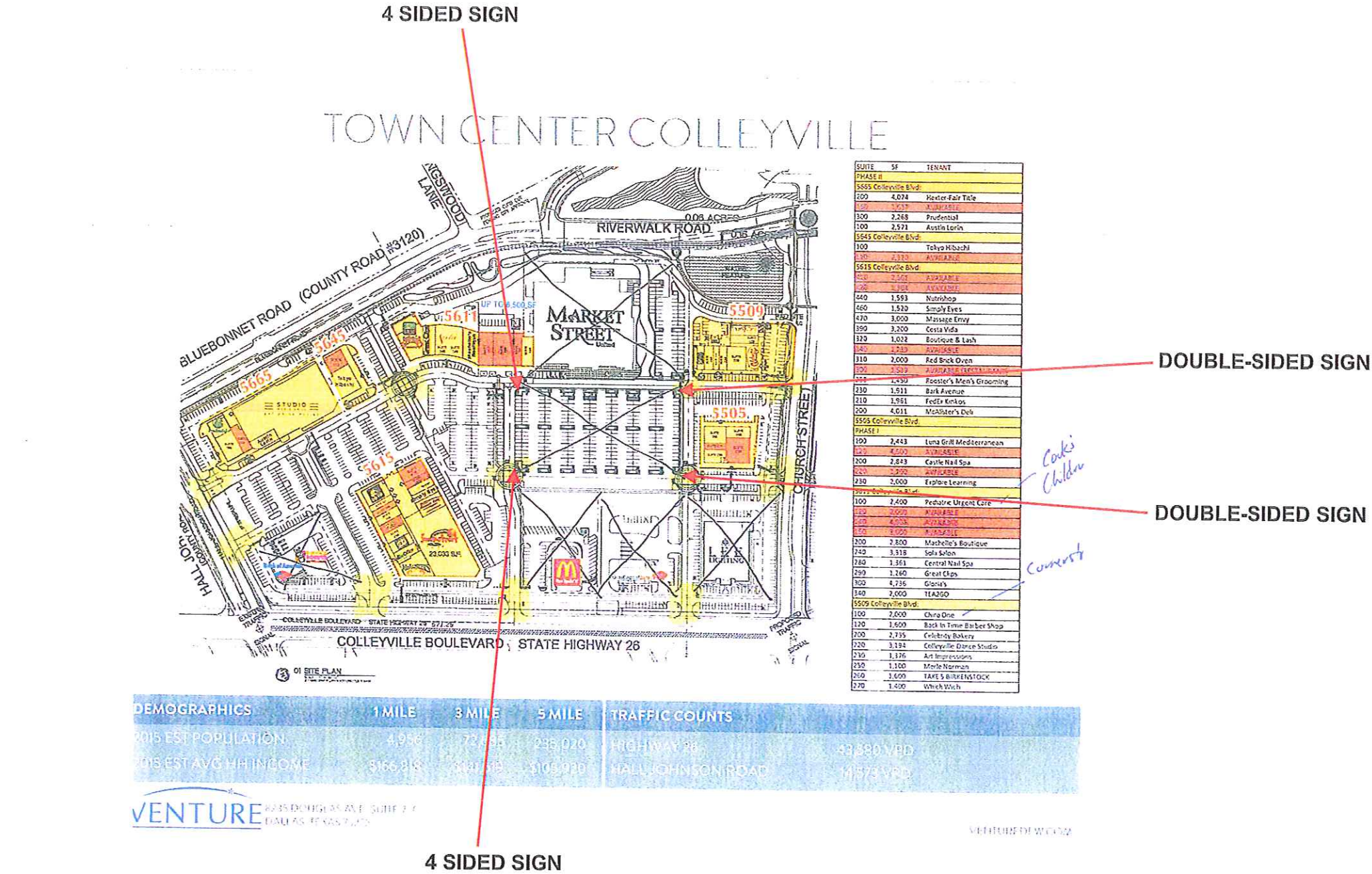
CLIENT	TOWN CENTER	STORE #
INSTALLATION ADDRESS	COLLEYVILLE BLVD. & HWY 26 COLLEYVILLE, TX	
DESIGNER	AB	ACCOUNT EXECUTIVE KEVIN KENDALL
DATE	5-5-16	SHEET 2 OF 3 DESIGN # AB 5-5-16 R2

accent signs graphics
COMPLETE SIGN SERVICE & FABRICATION

23 E. ROCK ISLAND
RAND PRAIRIE, TX 75050
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TOLL FREE (800) 810-3044
METRO (972) 399-0333
FAX (972) 986-4456
FAX (800) 810-3045

Attachment "A" - Proposed Sign Exhibits & Site Plan



SITE PLAN

SCALE: NTS

DATE	REVISIONS	NAME	AUTHORIZATION

CLIENT: TOWN CENTER STORE # _____

INSTALLATION ADDRESS: COLLEYVILLE BLVD. & HWY 26 COLLEYVILLE, TX

DESIGNER: AB ACCOUNT EXECUTIVE: KEVIN KENDALL

DATE: 5-5-16 SHEET: 3 OF 3 DESIGN #: AB 5-5-16 R2

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WEBSITE: www.accentgraphicsinc.com FAX: (800) 810-3045

Attachment "B"

Benchmark Analysis

City of Colleyville:

Traffic Directional Signs – The purpose of a traffic directional sign is to guide vehicular traffic into or out of an institutional use or commercial business by identifying a public entrance and exit for vehicular traffic. No more than two traffic directional signs per entrance or exit shall be allowed in accordance with Table 7-1, provided additional traffic directional signs shall be allowed when located behind the building set-back line. The maximum area and height of a traffic directional sign shall conform to the specifications contained in Table 7-2. No permit shall be required for a traffic directional sign, provided all such signs shall comply with the regulations contained in this section.

Table 7 - 2 Area, Height and Setback for Permanent Freestanding Signs						
Type of Sign	Maximum Sign Area	Maximum Sign Height	Minimum Front Property Line Setback (1)	Minimum Side Property Line Setback	Minimum Spacing B/T Next Free-Stand. Sign	Special Conditions
Traffic Directional Signs (6)	6 s. f.	30 inches	0 ft.	0 ft.	0 ft.	2 per curb cut

Movement Control /Directional Signs

Coppell:

Movement control signs: Movement control signs may be erected at any occupancy or any premises, other than single-family or duplex premises, may be attached or detached, and may be erected without limits as to number; provided that such signs shall comply with all other applicable requirements of this section. Movement control signs shall be premise signs only and shall not be construed as any sign listed in sections 12-29-4 or 12-29-5. The occupant who erects a movement control sign on the premises shall comply with the following requirements:

- i. Each sign must not exceed three square feet in effective area;
- ii. If a sign is an attached sign, the words must not exceed six inches in height;
- iii. Each sign must convey a message which directs vehicular or pedestrian movement within or onto the premises on which the sign is located;
- iv. The signs must contain no advertising identification message unless it is a logo, then the logo may cover ten percent of the sign.

Flower Mound:

Directional Signs. No permit shall be required for small signs not exceeding five square feet in sign area and three feet in height that are displayed on private property for the convenience of the public, including signs to identify entrance and exit drives, location of drive-up windows, directions to parking areas, one-way

drives, restrooms, freight entrances and the like. These signs shall be directional only and may contain advertising with registered corporate logos. Maximum height applies to ground mounted signs and is not intended to prohibit placement of these signs over doorways, freight entrances, etc.

Grapevine:

GROUND SIGNS. A sign, except a portable sign, permanently placed upon, or supported by the ground independent of the principal building or structure on the property, the top edge of which sign is no more than six (6) feet above ground level, except ground signs in the HGT District shall be three (3) feet above ground level. All ground signs must conform to the following regulations:

- (1) Sign support shall be masonry, non-decaying wood, or structural steel tubing.
- (2) Sign face shall be non-decaying wood, or flat, clear acrylic sheet with all copy and background sprayed on second surface with acrylic colors.
- (3) Maximum gross surface area: Sixty (60) square feet, except signs in the HGT District shall be nine (9) square feet.

PERMITTED MONUMENT AND GROUND SIGNS. In all districts where monument and ground signs are permitted, only one of the two (2) structural types shall be permitted per lot. More than one monument or ground sign may be permitted for Planned Commercial Centers provided they meet the provisions of Section 48, and a Conditional Use Permit is issued.

Planned Commercial Centers are defined as having a five (5) acre minimum size with a combination of retail stores, offices, personal service establishments and similar uses.

City of Keller:

Detached Type	Max. Size	Number	Height	Width	Zoning Districts	Additional Standards
Movement Control Sign	6 sf	No Limit	4'	None	All Non-residential	The letters shall not exceed 4" in height.

North Richland Hills:

Traffic directional signs. The purpose of a traffic directional sign is to aid vehicular traffic into or out of a business establishment by identifying only the vehicle entrances or exits. Traffic directional signs shall comply with the following regulations:

a. Generally.

1. Traffic directional signs shall be allowed in zoning districts shown in section 106-9, table of permitted signs.
2. Only two traffic directional signs may be allowed at each public street drive approach. Each sign must be either an "entrance" or an "exit" labeled sign, and/or may contain an arrow guiding the proper direction.
3. A traffic directional sign shall not exceed two square feet in area with a maximum height of 30 inches.
4. Traffic directional signs may include a company name or logo.
5. A traffic directional sign may be internally illuminated.

6. Traffic directional signs shall be located on private property.
7. Portable and temporary signs shall be prohibited.
8. Traffic directional signs shall be permanently installed on a concrete footing or other approved foundation system with above grade bases or pedestals consisting of decorative concrete, masonry, plastic, or metal finishes.
9. Interior traffic directional signs on sites having combined building areas greater than 200,000 square feet and setback a minimum of 30 feet from public right-of-way may be exempted from the above requirements by approval of the sign review committee.

Directory Signs

City of Southlake:

<i>Sign Type</i>	<i>Maximum Sign Height</i>	<i>Maximum Sign Face Area</i>	<i>Maximum Sign Structure Area</i>	<i>Number of Signs</i>	<i>Location</i>	<i>Illumination</i>	<i>Additional regulations</i>
5. Directory	Total Height: 6'6" Base: 18" Sign Face: 4' Sign Structure: 5'	50 s.f. per sign face; 100 s.f. per sign	70 s.f.	One sign per street entrance.	Minimum of 75 feet from drive entrance at ROW.	Ground lighting where the light itself and supporting structure are not visible from public ROW. Internal lighting may be utilized for sculpted aluminum panels.	A minimum of 6 inches of sign structure must completely surround sign face. Sign shall only be located along an internal drive or street within the development.

Attachment "C"

AMEND: Section 7-150 Permanent Freestanding Signs – Sign Classifications & Regulations

ADD: Add a classification for 'Directory Signs' to include the regulations pertaining to such signs

F. Directory Signs – The purpose of a directory sign is to provide a listing of the occupants within a major multi-tenant shopping center and direction to the buildings in the development. All directory signs shall be constructed as a monument sign as defined in this Land Development Code. Directory signs shall be allowed in accordance with Table 7-1 and only for retail shopping centers that contain more than four (4) tenants and contain a minimum of 250,000 square feet of gross floor area. One (1) directory sign shall be permitted per street entrance with no more than 4 such signs permitted total per retail shopping center. The maximum area, height, spacing, and setbacks of a directory sign shall conform to the specifications contained in Table 7-2.

AMEND: Section 7-160 Permanent Freestanding Signs – Allowable Districts

ADD: Add listing for directory signs in Table 7-1

Table 7 - 1 Allowable Districts for Permanent Freestanding Signs																	
Sign Classification	Permit Required (Y or N)	Residential Districts								Commercial Districts						Special Districts	
		R15	R20	R30	R40	RE	RD	RMF	MH	CPO	CN	CC1	CC2	CC3	ML	AG	PUD
General Business Signs	Y									P	P	P	P	P	P		(1)
Freeway Pole Signs	Y									(2)	(2)	(2)	(2)	(2)	(2)		(2)
Institutional Signs	Y	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Multi-family Signs	Y							P									(3)
Subdivision Monument Signs	Y	P	P	P	P	P	P	P	P								P
Traffic Directional Signs	N	(4)	(4)	(4)	(4)	(4)	(4)	(4)	(4)	P	P	P	P	P	P	P	(1)
<u>Directory Signs</u>	<u>Y</u>												(5)	(5)			(5)

Notes for Table 7-1:

(1) Permitted where the PUD ordinance allows commercial uses

(2) Permitted only in the Freeway Overlay Zone

(3) Permitted where the PUD ordinance allows multi-family uses

Legend: P = Sign permitted in this district

(1) = Sign permitted in this district

(4) Permitted for Institutional uses in the applicable districts

(5) Permitted for retail shopping centers containing a minimum of 250,000 square feet of gross floor area

per special footnote

AMEND: Section 7-165 Permanent Freestanding Signs – Area, Height and Setback Requirements

ADD: Add listing for directory signs in Table 7-2

Table 7 - 2 Area, Height and Setback for Permanent Freestanding Signs						
Type of Sign	Maximum Sign Area	Maximum Sign Height	Minimum Front Property Line Setback (1)	Minimum Side Property Line Setback	Minimum Spacing B/T Next Free-Stand. Sign	Special Conditions
General Business Signs	112 s. f. (2)	8 ft. (2)	8 ft.	30 ft.	60 ft. (7)	1 per 250' street frontage
Freeway Pole Signs	250 s. f.	35 ft.	8 ft.	30 ft.	60 ft. (7)	1 per lot (3)
Institutional Signs (on-premises)	45 s. f. (4)	5 ft.	8 ft.	30 ft.	60 ft.	1 per street frontage
Institutional Signs (off-premises)	16 s. f.	5 ft.	none	none	none	Maximum of two signs
Multi-family Signs	25 s. f.	5 ft.	8 ft.	30 ft.	60 ft.	1 per street frontage
Subdivision Monument Signs	(8)	10 ft.	0 ft.	0 ft. (5)	n/a	Maximum 2 per entrance
Traffic Directional Signs (6)	6 s. f.	30 inches	0 ft.	0 ft.	0 ft.	2 per curb cut
<u>Directory Signs</u>	<u>25 s. f.</u>	<u>6 ½ ft. (2)</u>	<u>150 ft.</u>	<u>N/A</u>	<u>N/A</u>	<u>1 per street entrance and no more than 4 signs per retail shopping center; Sign shall only be located along an internal drive or street within the development</u>

Notes for Table 7-2:

(1) Any street frontage shall be considered a front property line

(2) Maximum structure size.

(3) Only permitted within 250 feet of Hwy. 121 right-of-way.

(4) An on-premises Institutional Sign located in a non-residential zoning district may be constructed in accordance with the General Business Sign regulations for the applicable zoning district.

(5) Signs on a street island must be designed to permit appropriate driver visibility- joint use agreement required.

(6) Spacing requirements for Freestanding Signs are not applicable to Traffic Directional Signs.

(7) 100 feet between signs when signs are located on the same lot.

(8) Maximum message area is 50 s.f.



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-3

Agenda Date 09/20/2016

Type Pre Council

Department City Secretary

Title

Discussion of the September 20, 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 09/20/2016

Type Executive Session

Department City Secretary

Title

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

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 Attorney

Section 551.074 - Personnel - Deliberate the appointment, employment, evaluation, and duties of the economic development director

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

Attachments

RESOLUTION R-16-4034

**A RESOLUTION APPROVING COUNCIL ACTION REGARDING
EXECUTIVE SESSION ITEMS AT THE
REGULAR CITY COUNCIL MEETING OF SEPTEMBER 20, 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 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 3

Agenda Date 09/20/2016

Type Announcements, Proclamations, and Presentations

Department City Council

Title

Recognition of the Charter Review Committee - Mayor Richard Newton

In recognition of Colleyville's Featured Business of the Month - O'Reilly Auto Parts, 4501 Colleyville Boulevard, Store Manager Tommie Thomas - Mayor Richard Newton and SH26 Project Coordinator James Hubbard

Attachments

1. Colleyville Citizens Charter Review Committee

**In recognition of service to the
Colleyville Citizens Charter Review Committee**

Frank Carroll, Chairman
Michael Muhm, Vice Chairman

Members:

Claudia Bevill
Vince Hawkins
Rich Hendler
David Medlin
Shirley Schollmeyer
Nelson Thibodeaux
Steve Waltens
Tim Weymouth

RESOLUTION R-16-4035

A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF SEPTEMBER 20, 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 City Council worksession on August 23, 2016
 - b. Approval of the minutes of the City Council worksession on August 24, 2016
 - c. Approval of the minutes of the Special City Council meeting on August 25, 2016
 - d. Approval of the minutes of the City Council worksession on August 25, 2016
 - e. Approval of the minutes of the regular City Council meeting on September 6, 2016
 - f. Approval of the minutes of the City Council worksession on September 8, 2016
 - g. Approval of Professional Service Agreements with Beacon Emergency Services Team, P.A. d/b/a BEST EMS for a medical director and instructional services, in a combined total amount not to exceed \$21,473, and authorize the city manager to execute the agreements
 - h. Approval of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$167,372.50, and authorize the city manager to execute same, and any associated change orders, in an amount not to exceed 25% of the original contract price, subject to the approval of funding in the Fiscal Year 2017 (FY 2017) budget

- i. Approval of a contract renewal for the Horticultural Grounds Maintenance Contract to the Lawn Firm, in an amount not to exceed \$162,324, and authorize the city manager to execute the contract, and any associated change orders, in an amount not to exceed 25% of the original contract amount, subject to the approval of funding in the Fiscal Year 2017 (FY 2017) budget
- j. Approval of an Interlocal Purchasing Agreement between the City of Colleyville and the North Central Texas Council of Governments (NCTCOG) for the purchase of products and services through the North Texas SHARE Program, and authorize the city manager to execute the agreement
- k. Approval to renew the annual license agreement with Incode Court software, with Tyler Technologies, for the Joint Municipal Courts of Colleyville and Keller, with a first year cost of \$28,943, and authorize the city manager to execute the agreement

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville

City Council Worksession

Minutes - Draft

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

Tuesday, August 23, 2016
6:00 p.m.

Executive Conference Room
Third Floor, City Hall

Mayor Richard Newton called the Colleyville City Council Worksession to order on August 23, 2016, at 6:02 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Fire Chief Brian Riley, Assistant Police Chief Robert Hinton, Chief Financial Officer Brian Hogan, Human Resources Director Rachel Huitt, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Ben Bryner, Recreation and Library Director Mary Rodne, Colleyville Center Manager Leslie Hill, Accounting Manager Karen Hines, Parks Manager Heather Dowell, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, and City Secretary Amy Shelley

2. PRESENTATION AND DISCUSSION

2a Discussion of the Fiscal Year 2017 Proposed Budget and Capital Improvement Program

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

Mayor Newton asked staff about the actual expenditure increase in the General Fund, given the reduction of \$646,000. Manager Lothery explained the actual reductions, and City Manager Jennifer Fadden stated the total revenue difference, in all revenue categories combined, is \$687,209.

Mayor Newton asked staff about the \$374,000 reduction in the Utility Fund. Manager Lothery replied the expenditure reduction is due to the CIP fluctuation from year to year, depending on what projects are scheduled. City Manager Jennifer Fadden added it is also due to the reduction in revenue due to the modified rate structure.

Mayor Newton asked staff what was assumed about water usage. City Manager Jennifer Fadden replied we used fiscal year 16 actual water usage for every month, and then for fiscal year 15, we used the utilization for the last three months of the fiscal year times the rate.

Mayor Newton asked staff if there is a projection of the days of debt service for fiscal year 2017. Manager Lothery replied the number of days for fund balance is projected as of September 30, 2016, which is year beginning fund balance.

Mayor Newton asked staff about the projected ending fund balance for fiscal year 17. Manager Lothery replied as of September 30, 2017, it is projected from 131 to 119 days, which is reflective of the \$1 million of drawdown of fund balance through fiscal year 2018.

Councilmember Taylor asked staff about when is it not beneficial to keep the street sweeper any longer, given that the cash is used towards the purchase of a new one. Manager Lothery replied we will include the information for next fiscal year's budget relative to trade-in value. Councilmember Lindamood added when maintenance is completed, it actually adds value to the equipment for the trade-in. He stated it does not work the same as a regular vehicle.

Councilmember Short asked staff what is the lead time in getting new equipment. Director Hutt replied one could be in service within 60 days, as there are models available.

Councilmember Lindamood asked staff if they use Rene Bates auctioneers. Director Hutt replied yes.

Mayor Newton asked staff if the \$1,500 covers the modification to the Council Chambers relative to the voting equipment. Manager Lothery replied yes.

Mayor Pro Tem Putnam asked staff if the county's tax rate has been confirmed. Manager Lothery replied yes.

Councilmember Taylor asked staff why we are using the 2015 information for the local option exemptions. Manager Lothery replied the 2015 tax rate is the adopted fiscal year 2016 rate.

Mayor Pro Tem Putnam asked staff if the sale of a property triggers the roll back relative to an AG exemption. Manager Lothery replied the sale does not, but a change in use does.

Councilmember Nakamura stated she had a concern about the agency agreements and that funding them did not feel like a City responsibility. She added she understands about the Chamber because they support Colleyville businesses.

Councilmember Coplen asked staff when the agencies make their application for the grant. Manager Lothery replied in late spring concurrent with the individual department budget submittals.

Mayor Pro Tem Putnam stated he philosophically agrees with Councilmember Nakamura, and it may be difficult to break the trend. He stated it is not a tremendous issue, but it is not a taxpayer's responsibility to fund these private entities.

Councilmember Nakamura asked City Council about the objective of the Colleyville Executive Organization (CEO). Councilmember Taylor replied there are citizens and business people who cannot come to the Chamber who will attend these morning meetings to become informed of any issues.

Councilmember Nakamura stated being concerned about all of the dues and subscriptions currently being paid.

Mayor Newton asked staff about the Alliance for Children. Assistant City Manager/Director of Public Safety Mike Holder replied we could not replicate what we get as a partner in that organization for the level of service at \$3,500 per year. He stated they would provide some services, but not at the level we receive as being a partner.

Mayor Newton asked staff if this is a value to the City. Assistant City Manager/Director of Public Safety Mike Holder replied yes, and by being a partner, we are a part of their team, and there is a service level exchange. He added he has actually been involved in getting other agencies involved with this agency to show them the benefit of being a partner in the agency.

Mayor Newton suggested having the agencies get in sync with our budget process so that we are on the same cycle. Mayor Pro Tem Putnam suggested there should be a formula driven approach so that the pie is split where there is a need.

Councilmember Coplen stated she pays her own dues for CEO. Councilmember Lindamood agreed and stated we should not be paying dues for organizations in which we do not involve ourselves in. Mayor Newton added he pays his dues as well.

Councilmember Nakamura asked Mayor Newton why there is seven listed for CEO. Mayor Newton replied he believes that is what has been done in the past. City Manager Jennifer Fadden concurred.

Councilmember Lindamood asked staff if the agencies request an actual amount. Manager Lothery replied the agencies submit an application with a requested amount. Councilmember Lindamood suggested seeing the requests for next year.

Councilmember Taylor suggested adding a column to reflect what portion of their funds is spent on programs and administration.

Mayor Pro Tem Putnam asked Mayor Newton if there will be a future discussion about revisiting some boards, commissions, and committees. Mayor Newton replied yes.

Mayor Newton asked staff about the amount budgeted for the tree lighting celebration. Library and Recreation Director Mary Rodne replied it includes the service used to decorate the City's tree, and the services provided to store the tree.

Mayor Pro Tem Putnam asked staff how the BBQ event came in so far under budget. Assistant City Manager/Director of Public Safety Mike Holder replied it is mainly because of the donations received. Manager Lothery added if those donations do not come to fruition, the expenditures are then a budgetary item.

Mayor Pro Tem Putnam asked Mayor Newton if there is a way to preserve the budget relative to events.

Mayor Newton asked staff about what event is next. City Manager Jennifer Fadden replied Haunted Trails is the next event, which is in 60 days.

Councilmember Nakamura asked staff who is in charge of all City events. City Manager Jennifer Fadden replied Library and Recreation Director Mary Rodne.

Mayor Newton asked staff if the planning has begun for this event. Director Rodne replied yes, we have themed games already prepared, but we have not ordered the sound equipment.

Councilmember Lindamood suggested keeping the events scheduled, but have the events committee take a look at them. Mayor Newton asked City Council if they all agreed. City Councilmembers concurred.

Councilmember Nakamura asked staff about the Haunted Trails date. Director Rodne replied October 15.

Mayor Newton stated he would like the tree lighting event to be called the Christmas tree lighting event. City Councilmembers agreed.

Councilmember Nakamura asked staff if non-residents pay more than residents, relative to youth sports. Manager Lothery replied yes.

Councilmember Nakamura asked staff about how much they pay. Parks Manager Heather Dowell replied the fee is \$20 for a non-resident, and \$5 for a resident, per season, per child.

Mayor Newton asked staff if we are in balance with where we need to be rather than where the money goes. City Manager Jennifer Fadden replied this would be a

policy decision by the City Council. She added having worked with the youth sports associations, from their perspective, there is a margin at which the cost is not supportive in the market, and they may lose participants to other communities. She stated the field use fee has increased to maintain our first class facilities.

Councilmember Nakamura asked staff if the leisure services chart includes salaries. Manager Lothery replied yes.

Councilmember Taylor asked Mayor Newton if he wants to do more or less with leisure services. Mayor Newton replied he wants to think through what we are doing and why.

Mayor Newton stated he would like to ensure we have general use type parks equally distributed in the City. Councilmember Lindamood stated the residents should have certain days set aside to be able to rent the sport fields.

Mayor Pro Tem Putnam asked staff what percentage of the overall budget is for leisure services. City Manager Jennifer Fadden replied 8.9 percent, including all operating funds.

Councilmember Nakamura asked staff about the turn lane onto McDonwell School Road. Public Works Director Jeremy Hutt replied a right hand turn lane coming south onto McDonwell School Road has been discussed as a short term fix.

Councilmember Nakamura asked staff if a roundabout is planned for this intersection. Director Hutt replied yes, with a design in 2017, and construction in 2018.

Mayor Pro Tem Putnam asked staff if we need to revisit the traffic analysis for this intersection to decide about the best solution. Director Hutt replied the study provided both an interim and long term assessment. He stated the long term solution was a roundabout with a couple of interim options. He added staff will provide an update to City Council during the design phase.

Councilmember Coplen asked staff about the length of the retaining wall on Bedford Road. Director Hutt replied it is about ½ mile in length.

Mayor Newton asked staff if we would lose half of the tree canopy with combination of the drilled shaft or spread footing wall. Director Hutt replied yes.

Councilmember Lindamood asked staff if there will be a toe kicker. Director Hutt replied the curb line would be removed and replaced.

Councilmember Lindamood asked staff if the trees are touching the wall. Director Hutt replied yes.

Councilmember Lindamood asked staff if they will be over-excavating. Director Hutt explained the process during excavating.

Mayor Newton asked City Council if they all agreed with the drilled shaft approach to preserve as many trees as possible. City Councilmembers agreed.

Mayor Newton stated the road along the side of the public works service center is not a priority for the City. He then asked staff what is the cheapest option. Director Hutt replied the \$500,000 cost estimate was based on a City standard street section; however, if this is reduced to a fire lane for a business/commercial access, it could be done for \$335,000.

Mayor Newton asked staff if road projects are sped up, can staff execute the projects. Director Hutt replied yes, staff is prepared to execute the projects as outlined in the CIP.

Mayor Newton asked staff if a road assessment is scheduled to be completed. Director Hutt replied yes, the last assessment was completed in 2014, and depending on the approved budget, it will be done relatively quickly for fiscal year 2017.

Councilmember Taylor asked staff what the assessment includes. Director Hutt replied it will be a pavement condition assessment for every street, as the conditions have changed.

Councilmember Short asked staff if this assessment helps to maintain the data points. Director Hutt replied yes. Mayor Newton stated he would like to get this done sooner rather than later. Director Hutt added this assessment will be a tool to use for the next budget cycle in the spring of 2017 for the 2018 budget.

Mayor Pro Tem Putnam asked staff if Hunter Lane is on the list. City Manager Jennifer Fadden replied yes.

Councilmember Taylor asked staff if the company who did the assessment will continue the updates at less cost, and do they abandon the data. Director Hutt replied the data is ours, and we basically hire the company to continue building the data points, they do not start from scratch.

Mayor Newton asked staff about the \$9.25 million in the CIP budget. City Manager Jennifer Fadden replied that is proposed for fiscal year 2017, and there is other funding available for other projects.

Mayor Newton asked City Council if they want to do something with the Senior Center, like some placeholder in the CIP. Mayor Pro Tem Putnam replied he thought there was a placeholder in the CEDC budget. City Manager Jennifer

Fadden stated the future projects category of \$900,000 is proposed, but not programmed. Councilmember Coplen added the update to the Parks Master Plan may include the Senior Center.

City Manager Jennifer Fadden asked Mayor and City Council if they wish to leave the CIP as proposed, or would they like to see any changes prior to the first reading of the budget on September 6. Mayor Newton replied he had not heard anybody say they would like to change, or a process for dealing with that. Mayor Pro Tem Putnam stated there may be some design changes that could result in savings which could be applied somewhere else, maybe a little over budgeted on some projects, with the current plan.

Director Hutt asked Mayor and City Council if they would like to amend the funding allocated for the service center improvements. Mayor Newton replied not at this time.

City Manager Jennifer Fadden asked staff if additional funding will need to be allocated in the 2017 CIP to accommodate the increased cost for the Bedford Road retaining wall replacement. Director Hutt replied yes, staff will bring forward some scenarios for a proposed funding source to cover the difference.

Councilmember Coplen asked staff if that project was to be done in 2016 or 2017. Director Hutt replied it was originally a 2015 project, and \$300,000 has been allocated for such. Manager Lothery replied that is why it is not shown on the 2017 CIP list.

City Manager Jennifer Fadden stated staff is proposing to fund the pavement condition assessment sooner rather than later, out of the capital projects fund which is not contingent upon the fiscal year 2017 budget.

Councilmember Nakamura asked staff about the cost of the pavement condition assessment. Director Hutt replied approximately \$50,000 has been earmarked.

Councilmember Nakamura asked staff if they were happy with the initial assessment, and if the project will be put out to numerous vendors. Director Hutt replied the North Central Texas Council of Governments placed on RFQ, and they had four vendors apply with established pricing. He stated staff is currently looking at those four vendors, and at that time we would have to enter into an interlocal agreement.

Councilmember Nakamura asked staff if there would be a way to put together department information to know what employees are receiving for merit increases. Manager Lothery replied the merit component of the compensation package is budgeted as a pool of funds because the evaluations have not been submitted.

Councilmember Nakamura asked staff if she could see last year's evaluations. Manager Lothery replied yes.

Mayor Newton stated the three full time Library employees that were moved to the CEDC budget, should be included in the General Fund, not the CEDC. Councilmember Short agreed.

City Manager Jennifer Fadden stated the following satisfies the City Council's goals relative to the proposed budget:

- Reduce redundancies in the budget relative to the voting equipment
- Leave the Police Department's records clerk position vacant
- Reduce the recreation events that are only enjoyed by few in the amount of \$8,700 (Winterball, Bunny Brunch, and the Texas Junior Anglers event)
- Leave the Youth Services Librarian position vacant
- Increase the revenue required by each youth sports association by \$8,500
- Review future agency agreements

City Manager Jennifer Fadden asked the Mayor and City Council if they would like another opportunity to further discuss the budget reductions prior to the September 6th City Council meeting.

Mayor Pro Tem Putnam asked staff if there is room on a worksession prior to the City Council meeting or would this require a standalone worksession. City Manager Jennifer Fadden replied there is not another meeting scheduled between now and September 6.

Mayor Newton stated it would be nice to have that discussion, and maybe we could come up with some time. Councilmembers Coplen and Nakamura stated they would be out of town.

Councilmember Nakamura suggested adding a meeting for this week. City Manager Jennifer Fadden replied we would not be able to post in advance of 72 hours to have another meeting this week.

Councilmember Short stated staff did a great job without cutting services to the citizens. Mayor Pro Tem Putnam stated being comfortable with staff's recommendations unless City Council would like to debate it further. Councilmembers Coplen and Taylor agreed. Councilmember Lindamood stated he would like to look at it further. Mayor Newton stated they could all email the city manager their suggestions to see if another meeting can be scheduled. Mayor Pro Tem Putnam stated worst case scenario, they could discuss this during the public hearing. Mayor Newton agreed.

3. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the worksession at 8:01 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville

City Council Worksession

Minutes - Draft

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

Wednesday, August 24, 2016
5:00 p.m.

Executive Conference Room
Third Floor – City Hall

Mayor Richard Newton called the Colleyville City Council Worksession to order on August 24, 2016, at 5:00 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Fire Chief Brian Riley, Assistant Police Chief Robert Hinton, Chief Financial Officer Brian Hogan, Human Resources Director Rachel Huitt, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Principal Planner Shane Pace, Recreation and Library Director Mary Rodne, Colleyville Center Manager Leslie Hill, Finance Manager Karen Hines, Parks Manager Heather Dowell, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, and City Secretary Amy Shelley.

Mayor Newton recessed the Worksession at 5:01 p.m. to enter into Executive Session.

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

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

Mayor Newton explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.072, Real Estate and explained there would be no decisions made or action taken during this time. The worksession was reconvened at 6:09 p.m.

3. PRESENTATION AND DISCUSSION

3a Presentation and discussion of the Glade Road Project

Public Works Director Jeremy Hutt presented this item and answered questions or the City Council. Chad Gartner, Transystems also presented and briefed the City Council.

Mayor Pro Tem Putnam asked if the City Council really needs to discuss Phase 1, or can we accelerate through the presentation. Councilmembers Coplen and Taylor agreed.

Councilmember Short asked Mayor Newton if he has requested items be removed from Phase 1. Mayor Newton replied no, not yet.

Councilmember Nakamura asked staff about the cost of Phase 1. Director Hutt replied \$4.1 million.

Mayor Newton asked Mr. Gartner if there is a department of public safety guideline or rule relative to site distance. Mr. Gartner replied the roadway site distance is dictated by Ashwood Design or better known in engineering as the "green book."

Mayor Newton asked Mr. Gartner about the median on Glade Road at Shadowood. Mr. Gartner replied it is a striped median, not raised.

Mayor Newton asked Mr. Gartner why it is there. Mr. Gartner replied closer to SH26 on Glade Road is slated to be a three lane roadway, so the median allows for the narrowing down into two lanes, through this intersection.

Councilmember Lindamood asked Mr. Gartner if there will be a retaining wall at Bedford Road and Glade Road. Mr. Gartner replied no, and the slopes are no more than 4:1.

Mayor Newton asked Mr. Gartner if this will improve the site distance. Mr. Gartner replied yes.

Councilmember Short asked Mr. Gartner if moving the wall would provide more site distance. Mr. Gartner replied yes, but then there is a concern because of the parking lot.

Councilmember Nakamura asked Mr. Gartner about the width of the sidewalk. Mr. Gartner replied they are five feet on the south side, and the width varies on the north side between six and ten feet.

Mayor Newton asked Mr. Gartner where the wall will be located at Glade Road and Bluebonnet Drive. Mr. Gartner replied at the back of the sidewalk, parallel to Bluebonnet Drive, with another one on the south side at Stafford.

Councilmember Lindamood asked Mr. Gartner if they will be doing a slope at Mr. Winsworth home. Mr. Gartner replied it will be a walkable surface, no higher than four feet.

Councilmember Lindamood asked Mr. Gartner if there will be a guard rail. Mr. Gartner replied there will be fencing of some type on the wall.

Councilmember Lindamood asked Mr. Gartner why so much of the 10 foot trail is being pulled from the Preservation. Mr. Gartner replied there are some issues meeting ADA compliance, given the slope.

Mayor Newton asked Mr. Gartner about the impact to the entrance into Shadowood. Mr. Gartner replied the fence will not be effected at all.

Councilmember Lindamood asked Mr. Gartner why they will be redoing about 80 feet on Garry Lynne, given that it has just recently been redone. Mr. Gartner replied it could be that there is a need for a wider approach.

Councilmember Lindamood asked Mr. Gartner where the water is being dumped from east on Glade Road towards Riverwalk Drive. Mr. Gartner replied there is a channel that runs into the boxed culvert at Glade Road and Riverwalk Drive.

Mayor Newton asked Mr. Gartner about the outfall at the roundabout. Mr. Gartner replied there are some modifications to be extended further south, past the roundabout.

Councilmember Lindamood asked Mr. Gartner if any hydraulic study/testing has been done with the outfall to the pond. Mr. Gartner replied no analysis on the pond has been done, other than what the outfalls do today. He added they have validated the results of some studies, and they are not exceeding what is being drained today.

Mayor Newton asked Mr. Gartner about the new storm drain for the section beyond the roundabout at Glade Road and Riverwalk Drive. Mr. Gartner replied storm drain comes in from the east and west.

Mayor Newton asked if this section currently has curbs. Mr. Gartner replied no.

Councilmember Nakamura asked Mr. Gartner how many days will Bransford Road be closed. Mr. Gartner replied 20-25 days.

Mayor Newton asked Mr. Gartner why the boxed culvert at Bransford Road and Glade Road has to be changed. Mr. Gartner replied they have to lower the box culvert to be able to widen the road for the turn lane.

Mayor Newton asked Mr. Gartner why the roadway is being lowered in this section. Mr. Gartner replied the object is to get the curbs lower than the right-of-way so that the drainage is taken from the street.

Mayor Newton asked Mr. Gartner what is driving the need for curb and gutter. Mr. Gartner replied this section will then match Phase 4.

Councilmember Lindamood asked Mr. Gartner if the west side of Glade Road could be worked on with the closing of Bransford Road. Mr. Gartner replied they are trying to keep the window of the closing on Glade Road as small as possible. He added it will be started on at the same time, but it will not be completed at the same time.

Mayor Newton asked Mr. Gartner if there are any options to leave a lane open. Mr. Gartner replied that is a possibility, but it could involve temporary widening.

Councilmember Taylor asked Mr. Gartner if this intersection is still targeted for the summertime. Mr. Gartner replied they do not have set dates, but summer is desirable.

Councilmember Taylor asked Mr. Gartner if they have considered a one-way or both ways during the morning and afternoon rush hour. Mr. Gartner replied that has not been considered, currently just one-way. Councilmember Taylor suggested doing that where it can be done.

Councilmember Short asked Mr. Gartner if they are trying to eliminate the amount of left or right turns. Mr. Gartner replied yes.

Mayor Newton asked staff about the timeframe for the road closure at Glade Road at Bluebonnet Drive. Director Hutt replied it is 60 days with a maximum incentive of 20 days.

Councilmember Taylor asked staff if we are planning to have another meeting to discuss this project, or are we making recommendations this evening. Director Hutt replied staff will provide an update before going to bid.

Councilmember Taylor asked Mr. Gartner if there has been consideration given to temporary stop signs at Hall-Johnson Road at Bluebonnet Drive to help the flow of traffic. Mr. Gartner replied he would not recommend stop signs, but they could encourage traffic to go to Pool Road.

Councilmember Taylor asked if City Council will see the plans that will go out for bid, especially if the contractor thinks it can be done quicker, faster, or better. Director Hutt replied yes, any changes can be brought back.

Councilmember Taylor suggested having a diagram of this project in the lobby of City Hall for everyone to see.

Mayor Newton asked staff about the plans for landscaping and tree replacement. Director Hutt replied the areas disturbed with construction will be reestablished. He added we are going to include a voucher program which will have funding set aside to work with property owners for tree replacement along the corridor.

Mayor Newton asked staff if there are any plans for us to plant anything, or is it up to the property owner. Director Hutt replied correct, we would not be planting any trees because we would not be able to maintain them. Parks Manager Heather Dowell added this program will allow anyone who wants to replace trees on their property, and water and maintain them, to be provided with a voucher and then a contractor will plant the trees.

Mayor Newton asked staff how the trees were planted along Hall-Johnson. Director Hutt replied the City installed trees with quite a bit of irrigation along the corridor in the right-of-way. Councilmember Taylor added the only exception was along Highland Meadows because they did not want the corridor, and then they liked the landscaped medians.

Councilmember Nakamura asked Mr. Gartner if the construction cost includes the right-of-way. Mr. Gartner replied yes, the last time an estimate was done.

Councilmember Nakamura asked Mr. Gartner what amount was put in for right-of-way. Mr. Gartner replied not knowing at this time. Councilmember Nakamura stated she would like to know the amount. Director Hutt stated the \$4.1 million does not include the purchase of additional right-of-way acquisition, it did include right-of-way preparation. Mayor Newton stated about \$5.3 million includes design and right-of-way.

Mayor Newton asked Mr. Gartner why it takes 13 months. Mr. Gartner replied because of doing this in phases and maintaining traffic. He stated that is one reason why we have incentives put in place for the contractor. Director Hutt added having a timeline in place is advantageous for the bidding process.

Mayor Newton asked staff what the timeline would be if everything went perfect. Director Hutt replied 171 calendar days with a total incentive package of \$252,000.

Councilmember Taylor asked staff about bad weather days. Director Hutt replied calendar contracts do not include bad weather.

Mayor Newton asked staff if there is a penalty for going over the time. Director Hutt replied yes, and they are still working on those details.

Councilmember Lindamood asked staff about flexibility with the calendar days and the incentive package. Director Hutt replied we are trying to incentivize the contractor to stay on project to do what they can, and we understand there will be days in which there could be a rain delay, and that is why the 13 month timeline is put in place.

Councilmember Lindamood asked staff who will be the project manager for this project. Director Hutt replied he is serving as the project lead for the Glade Road corridor, but it will be part of the public works team.

Councilmember Taylor asked staff if this is a big enough project to get a good contractor. Director Hutt replied yes.

Mayor Newton asked staff about other options for Phase 2. Director Hutt asked Mr. Gartner to highlight different cost scenarios if some of the scope were to change. He stated the main scenario includes a full depth reclamation style project with ribbon curbs. Mr. Gartner added the savings, with the removal of the ten foot trail on the north side, is \$350,000.

Mayor Pro Tem Putnam asked Mr. Gartner if that includes the right-of-way costs. Mr. Gartner replied that is just the construction costs.

Councilmember Coplen asked staff how the crosswalk, at the end of Phase 1, would be addressed if the north sidewalk is removed. Director Hutt replied if the trail is eliminated, one way would be to utilize the roundabouts rather than mid-block crossings.

Councilmember Coplen asked staff where the trail would end for Phase 1. Director Hutt replied it could be terminated at Bluebonnet Drive.

Councilmember Lindamood asked Mr. Gartner if engineered drainage would exist with a sidewalk. Mr. Gartner replied yes, because of curb and gutter, there would be engineered drainage.

Councilmember Taylor asked Mr. Gartner if the north side of the roadway would drain from the home to the street. Mr. Gartner replied correct, the curbs would be six inches below grade to allow a slope for drainage.

Councilmember Lindamood asked Mr. Gartner if he has cut and fill sheets for the north side of Phase 2. Mr. Gartner replied there are cross sections, but no cut and fill sheets. He added cut and fill sheets are not done for roadway projects.

Mayor Pro Tem Putnam stated he supports full depth reclamation with a pedestrian element on the south side only, for Phase 2.

Councilmember Coplen suggested having a wider sidewalk on the south side.

Councilmember Coplen asked Mayor Pro Tem Putnam about turn lanes. Mayor Pro Tem Putnam replied being good with whatever can be done within the existing right-of-way.

Mayor Newton asked Mr. Gartner if no additional right-of-way is needed through Chelsea. Mr. Gartner replied correct.

Mayor Newton asked Mr. Gartner what adjustments were made to accomplish that. Mr. Gartner replied by shifting the roadway north or south; reductions in trail width; and adjustments in curb slope relative to the sidewalk.

Mayor Newton asked Mr. Gartner how much right-of-way was originally needed. Mr. Gartner replied he did not know, there have been several iterations.

Councilmember Short asked Mr. Gartner how long this current design has been on the table. Mr. Gartner replied January of this year.

Mayor Newton asked Mr. Gartner what would have to change with this plan with no curbs. Mr. Gartner replied there were issues fitting the ribbon curb within the existing right-of-way, in the beginning.

Mayor Newton asked Mr. Gartner if dropping the sidewalk on the north side helped. Mr. Gartner replied yes.

Councilmember Nakamura stated she wants to have the roadway completed at a sufficient cost, but not at \$20 million. Mayor Pro Tem Putnam stated there were scenarios to complete this at half the cost.

Mayor Newton asked staff when this project would be done, if the plan is executed as presented. Director Hutt replied Phase 2 is slated for FY2018; Phase 3 is slated for FY 2019; and Phase 4 is slated for FY 2020.

Mayor Newton suggested having the sidewalk on the south side only, as wide as it can be, adding crosswalks, and putting in turn lanes where needed, and without drainage.

Councilmember Short asked Mr. Gartner if the bar ditches would remain with any widening of the roadway. Mr. Gartner replied he could not answer if there would be more or less impacts with trees or right-of-way relative to the bar ditches.

Mayor Pro Tem Putnam stated there is the subjective issue with how we want Glade Road to look; and there is the objective issue of how much it will cost and the timeline. He stated this version of full depth will be far more affordable.

Councilmember Coplen asked staff if a ribbon curb helps the life of the roadway. Director Hutt replied it saves roadway edge failure on an asphalt road.

Director Hutt recapped City Council's direction for Phase 2: options include - 24 foot wide roadway without turn lanes, with a pedestrian element on the south side only, no trail or sidewalk on the north side, and coming up with layout and costs

for this option; adding the turn lanes and comparing that with the other option; and, evaluate locations for crosswalks to allow for access from the north to the south side of the roadway.

Mayor Newton revised the recap with, option one includes two 12 foot lanes, with a potential layout of having a pedestrian element on the north side, as long as it is included in the current right-of-way, and full depth reclamation. He stated he wants the sidewalk to be considered, but if it cannot be done, then that is okay too. He stated option two includes adding turn lanes to option one.

Mayor Newton asked Mr. Gartner if the expense of the engineered drainage comes back even if it is included in the bar ditches. Mr. Gartner replied yes, but it provides flexibility for placing inlets, and it may play a big part in what can fit in the right-of-way.

Mayor Pro Tem Putnam asked Mr. Gartner if there is an easier way to understand the cost. Mr. Gartner replied the change in impacts is not simple.

Councilmember Taylor asked Mr. Gartner if the plan would be to dig out the bar ditches and put in the drainage, and then recover the drainage, while keeping the bar ditch element. Mr. Gartner replied yes.

City Manager Jennifer Fadden asked Mayor Newton what level of detail he would like for Mr. Gartner to provide. Mayor Newton replied some rough cost estimates. Mr. Gartner added he would have to bring this level of detail back in order to show costs and impacts. Mayor Pro Tem Putnam stated it seems the detail has been provided before.

Mayor Newton recessed the worksession at 8:12 p.m.

Mayor Newton reconvened the worksession at 8:20 p.m.

Mayor Newton recapped the options: (1) two 12 foot lanes, full depth reclamation, with a possible pedestrian element on the north side; and, (2) same as option 1, but add turn lanes, understanding that could change based on sidewalk changes, while trying to avoid eliminating the whole thing.

Mayor Newton asked Mr. Gartner about the cost estimate for ribbon curb. Mr. Gartner replied \$300,000 range for Phase 2

Councilmember Coplen asked Mr. Gartner if drains under the ditches is being considered. Mr. Gartner replied based on the conversation to use our judgement, if that will improve the situation, a concrete pipe with a swale would be included.

Mayor Newton suggested Mr. Gartner provide a cost estimate for the options include the ditches with or without the drainage. Mr. Gartner stated keeping it simple would be to provide drainage underground.

Councilmember Lindamood asked staff why double drainage on the roadway would be necessary. Director Hutt replied it is based on capacity relative to sizing. Councilmember Lindamood stated there are no flooding issues now. Director Hutt explained with added elements, such as turn lanes drainage will encroach into the existing drainage, which will require it to be built back or be rebuilt in a smaller size to accommodate the drainage.

Councilmember Nakamura asked Mayor Newton if there is no determination on the cost of Phase 2. Mayor Newton replied correct, it will depend on the options.

Councilmember Taylor asked Mr. Gartner if the agreement with Transystems will have to be amended. Mr. Gartner replied not at this time.

Mayor Newton asked Mr. Gartner how many pieces of right-of-way is necessary for Phase 3. Mr. Gartner replied one. Director Hutt replied there are 13 parcels affected in Phase 3; however, one will be right-of-way.

Mayor Newton asked Mr. Gartner about the road grade by Mr. McCormick's property. Mr. Gartner replied it goes down some and one option to minimize the impact is to slope the road to the south to put the storm drain in the median.

Councilmember Lindamood asked Mr. Gartner how Mr. McCormick felt about the deceleration lane by his property. Mr. Gartner replied Mr. McCormick did not like it, but we are trying not to impact his gate, and he has looked at the modified design.

Mayor Newton asked Mr. Gartner about the raised median at the McCormick property. Mr. Gartner replied they were trying to remain consistent with the same section east of this section.

Mayor Newton asked Mr. Gartner if the median will be irrigated or landscaped. Mr. Gartner replied no, it will be a colored stamped concrete.

Councilmember Lindamood asked Mr. Gartner if there is a turn lane for Ashmore. Mr. Gartner replied there will be a two-way left turn lane for Overhill Drive and Ashmore.

Councilmember Coplen asked Mr. Gartner if the two turn lanes at Roberts Road and Prestwick Drive have been off-set because of the site distance. Mr. Gartner replied yes, although it is not shown on this plan.

Councilmember Coplen asked Mr. Gartner if the lane merge will extend all the way from Heritage Avenue to Roberts Road. Mr. Gartner replied yes, and at Roberts Road, it will then be a right turn only.

Mayor Newton asked Mr. Gartner if putting the medians further east is for aesthetics. Mr. Gartner replied to match the existing section from Heritage Avenue to Pool Road.

Mayor Newton asked Mr. Gartner if the width of the median is the same as the one that is landscaped to the east. Mr. Gartner replied yes.

Mayor Newton asked staff why this median is not landscaped. Director Hutt replied if there is a vehicle that breaks down in this area, and emergency vehicles need to pass, there is nowhere to go. Mayor Newton stated it seems like an extra expense.

Councilmember Taylor asked Mr. Gartner if these are curbed medians. Mr. Gartner replied they are three to four inch rollover curbs.

Mayor Newton asked about the cost of Phase 3. Councilmember Nakamura replied \$4 million.

Mayor Newton asked staff about the timing for Phase 3. Director Hutt replied the right-of-way acquisition for Phase 3 is slated for FY 2017. City Manager Jennifer Fadden added if we proceed with the schedule, the design would need to be completed before the right-of-way acquisition.

Councilmember Short asked Mr. Gartner if there are sight distance issues for both entrances into Mill Valley subdivision. Mr. Gartner replied the intersection at Mill View is worse because the wall hides the view of the roadway.

Mayor Newton asked Mr. Gartner about the right-of-way for Phase 4. Mr. Gartner replied there are two parcels.

Mayor Newton asked Mr. Gartner about the cost estimate for Phase 4. Mr. Gartner replied \$4.7 million.

Councilmember Lindamood asked staff if they have visited with the city of Hurst about Phase 4. Director Hutt replied yes, Hurst is aware of the project, but they do not have these details or the cost.

Mayor Newton asked Mr. Gartner if there is anything driving the necessity for curb and gutter. Mr. Gartner replied a good portion of Phase 4 is already curb and gutter.

Mayor Newton suggested tabling the discussion on Phase 4 until clarity is provided for Phase 2.

Councilmember Short asked staff if there are parcels in Phase 4 for potential redevelopment. Director Hutt replied there may be a few that will require some platting.

Councilmember Coplen asked staff if the construction for Phase 1 is slated for FY 2017. Director Hutt replied yes.

Councilmember Coplen asked staff what they see as a start date. Director Hutt replied next summer, depending on the utility relocation and right-of-way acquisition.

Councilmember Nakamura asked staff about the cost estimates for the interim maintenance. City Manager Jennifer Fadden replied \$198,000 from Stafford Drive to Jim Mitchell Trail, and \$142,000 from Bransford Road to the western City limits.

Councilmember Lindamood expressed his appreciation to Public Works for the work being done on Glade Road to fix some issues.

4. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the worksession at _____ p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville City Council Special Meeting Minutes - Draft

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

Thursday, August 25, 2016

City Council Chambers

Mayor Richard Newton called the Colleyville City Council Special Meeting to order on August 25, 2016, at 5:30 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Chief Financial Officer Brian Hogan, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, Assistant City Attorney Cathy Cunningham, and City Secretary Amy Shelley

2. PUBLIC HEARING

2a Discussion of the proposed FY 2017 tax rate of \$.33913 per hundred dollars of valuation

Mayor Newton stated this is one of three public hearings which will be conducted regarding the tax rate: a second public hearing is scheduled during the regular City Council Meeting on September 6, 2016 at 7:30 p.m.; a third public hearing and vote on the proposed tax rate is scheduled during the regular City Council Meeting on September 20, 2016. All City Council Meetings are held in Council Chambers, located at Colleyville City Hall, 100 Main Street, Colleyville, Texas.

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

Mayor Newton opened the public hearing at 5:33 p.m.

There was no one present wishing to speak, and Mayor Newton closed the public hearing at 5:33 p.m.

This is one of three public hearings which will be conducted regarding the tax rate; therefore, no action was taken at this time.

3. RESOLUTION(S): READING AND PUBLIC HEARING**3a Resolution R-16-4027**

A resolution amending Resolution R-16-4019 calling a special election for the purpose of submitting to the registered voters of the City of Colleyville the adoption or rejection of proposed amendments to the existing Colleyville City Charter

Mayor Newton read Resolution R-16-4027 in its entirety.

Mayor Newton opened the public hearing at 5:43 p.m.

There was no one present wishing to speak, and Mayor Newton closed the public hearing at 5:43 p.m.

Councilmember Short stated he believes there is a loophole in the disclosure requirements relative to dependent children over 18 years; the geography of the disclosure does not make sense; and, relative to term limits, he did not believe the Charter Review Committee looked at the impacts of term limits on the community.

Mayor Newton asked Councilmember Short if he believes the disclosure requirements should be tightened to include dependents over the age of 18. Councilmember Short replied yes.

Councilmember Nakamura asked Councilmember Short to clarify his statement. Councilmember Short replied that if your minor dependent child receives a gift, you must disclose it; however, if your dependent is 19 years old, they are not considered a minor, and therefore you would not have to disclose the gift. He stated this seems to be a loophole in the disclosure requirements.

Mayor Newton added it is fairly standard to have minor children included in something like this, and not otherwise. He stated the proposed amendment makes a significant change in expanding who must file the disclosure, which is a positive move.

Mayor Pro Tem Putnam made a motion to approve Resolution R-16-4027. Councilmember Nakamura seconded the motion.

The motion carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Nancy Coplen, and Mike Taylor

Nay: 1 – Councilmember Jody Short

4. ADJOURNMENT

Councilmember Coplen made a motion to adjourn. Councilmember Lindamood seconded the motion.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen, and Mike Taylor

There being no further business before the City Council, Mayor Newton adjourned the Special Meeting at 5:48 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville

City Council Worksession

Minutes - Draft

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

Thursday, August 25, 2016
6:00 p.m.

Executive Conference Room
Third Floor – City Hall

Mayor Richard Newton called the Colleyville City Council Worksession to order on August 25, 2016, at 6:00 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Chief Financial Officer Brian Hogan, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Assistant City Attorney Cathy Cunningham, and City Secretary Amy Shelley

Mayor Newton recessed the worksession at 6:01 p.m. to enter into Executive Session at 6:01 p.m.

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

Section 551.071 – Legal - Consultation with and legal advice from the City Attorney regarding Trinity River Authority Contracts

Mayor Newton explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal; Consultation with and legal advice from the City Attorney and explained there would be no decisions made or action taken during this time. The worksession was reconvened at 6:25 p.m.

3. PRESENTATION AND DISCUSSION

3a Discussion of Water and Wastewater Services from Trinity River Authority

Fiona Allen, Trinity River Authority Northern Region Manager, presented this item and answered questions of the City Council.

Mayor Newton asked Ms. Allen who the TRA board members are. Ms. Allen replied Ron Goldman, Martha Hernandez, Bill Collins, and Henry Bilboa.

Mayor Newton asked Ms. Allen if they are all appointed by the Governor. Ms. Allen replied yes.

Mayor Pro Tem Putnam asked Ms. Allen who are the contracting parties relative to budgeting for TRA services. Ms. Allen replied any city or entity, but Colleyville is not one of our contracting parties.

Mayor Newton asked Ms. Allen if Colleyville is on the central facility. Ms. Allen replied yes.

Mayor Newton asked Ms. Allen if that is only for the wastewater. Ms. Allen replied yes, Tarrant County is the water side.

Mayor Newton asked Ms. Allen about the water side charges. Ms. Allen replied those charges only apply to the Tarrant County projects for the five entities.

Mayor Newton asked Ms. Allen if less water was used than budgeted. Ms. Allen replied yes.

Mayor Newton asked staff if Colleyville was conservative in the estimates. Chief Financial Officer Brian Hogan replied yes.

Mayor Newton asked Ms. Allen if everybody across the county pays for the debt service no matter what need is driving that project. Ms. Allen replied yes, it is for projects that are either already underway or being completed. She stated everyone pays for the debt service even if no water is used. She stated it will come back on the cities and TRA if the debt service is not paid.

Mayor Newton asked Ms. Allen about how a new city joins the system. Ms. Allen explained a new city coming onto the TRA system is charged for anything needed to join the system, but Colleyville only pays for their portion of the same operations shared in common by all cities, not for the new city joining the system.

Mayor Newton asked Ms. Allen if TRA picks up the raw water at Lake Arlington, and if they pay to get it there. Ms. Allen replied yes.

Mayor Pro Tem Putnam asked Ms. Allen how the net position balance is purposed, and is it purposed to help resolve the debt sooner, rather than later. Ms. Allen replied the \$30 million is the pre collection of all debt services, in aggregate. The \$600 million is net proceeds for construction funds for projects which have already been authorized.

Mayor Pro Tem Putnam asked Ms. Allen what balances are reasonable to maintain versus using for other purposes. Ms. Allen replied the challenge is meeting the regulatory needs, and only selling the amount of debt needed to get the projects done. She stated they have not had a bond sale since 2013.

Mayor Pro Tem Putnam stated he would like to see the breakdown. Ms. Allen stated she would provide it.

Councilmember Taylor asked Ms. Allen what is being done about the issue that concerns us, which is the amount of debt. Ms. Allen replied we will not go out and issue debt until we know we have to do the project, and we are not doing capitalized interest. She stated they review the best ways to issue debt, rather long or short terms to pay for projects.

Councilmember Short asked Ms. Allen why they are not doing the planned improvements to capacity. Ms. Allen replied the conservation measures being put in place by our customers have shaved the peaks down, which means the demands are down from what they were 10 years ago. She stated the state requires them to design for those peaks, and then you build to capacity, but capacity is only being used three to four times a year.

Mayor Pro Tem Putnam asked Ms. Allen if not all of the cities (Bedford, Colleyville, Euless, Grapevine, and North Richland Hills) source exclusively through TRA, which is why Colleyville's percentage is higher? Ms. Allen replied Grapevine has their own treatment plant, but they are at capacity and Euless is connecting to the re-use line in Fort Worth for irrigation (purple pipe).

Mayor Newton asked Ms. Allen who all has access to the purple pipe. Ms. Allen replied they are all contracted with the city of Fort Worth.

Mayor Pro Tem Putnam asked Ms. Allen why they chose to do that. Ms. Allen replied they received money through ARA, and Fort Worth was able to offer a more economical rate, about a \$.30 discount.

Councilmember Taylor asked Ms. Allen what is ARA? Ms. Allen replied American Recovery Association.

Mayor Newton asked Ms. Allen about the facility cost. Ms. Allen explained that the rate is a function cost divided by the flow. If the denominator goes down, the unit cost goes up. Had you had the same amount of flow, you would not have seen that big increase.

Mayor Pro Tem Putnam asked Ms. Allen if the pipeline will be used to service Dallas. Ms. Allen replied a portion of the pipeline is going to Dallas.

Mayor Pro Tem Putnam asked Ms. Allen if Dallas will absorb their portion of the debt. Ms. Allen replied yes.

Mayor Newton asked Ms. Allen why they are doing the pipeline. Ms. Allen replied the Tarrant Regional Water District brings in water from Cedar Creek and Richland

Chambers located in east Texas, pump it up here, connect to the City of Mansfield, drop in Lake Arlington, pump it to Lake Benbrook, and Eagle Mountain Lake. She stated there are water rights down there with the water demand up here, so this pipeline will be another straw in the bucket to get resources here.

Councilmember Taylor asked Ms. Allen if the pipeline was in the original 50 year plan. Ms. Allen replied yes, and some sections of the pipeline had actually been delayed.

Councilmember Coplen asked Ms. Allen what is the next project. Ms. Allen Lake Bois d'Arc is the first one, and they are not done with permitting.

Councilmember Coplen asked Ms. Allen if there are other lakes in the state about to open. Ms. Allen replied no.

Mayor Newton asked Ms. Allen is that because of federal regulations. Ms. Allen replied federal and state, depending on who is sitting in the White House.

Mayor Newton asked Ms. Allen if TRA sells water rights to other lakes. Ms. Allen replied yes, there are contracted rights leased to other parties.

Councilmember Short asked Ms. Allen about relative costs to other options. Ms. Allen replied running pipes are a lot quicker than building a new lake, but there are pumping costs.

Mayor Newton asked Ms. Allen to characterize those projects. Ms. Allen replied, for example, rehabilitation of the west Grapevine/Colleyville meter station.

Mayor Newton asked Ms. Allen if these are all maintenance issues. Ms. Allen replied some are maintenance and some are replacements.

Councilmember Short asked Ms. Allen if there is a lifecycle on equipment. Ms. Allen replied usually 10 years, but they have some meters that are 15 years old.

Councilmember Short asked Ms. Allen if there are major capital replacements. Ms. Allen replied yes, and explained one.

Mayor Newton asked Ms. Allen if there is a plan in place for these. Ms. Allen replied yes, there is a five year plan, which includes estimated costs.

Mayor Newton asked Ms. Allen what is changing, regulatory wise. Ms. Allen replied the EPA is concerned about sienna toxins which can be carcinogenic, and have suggested doing testing to control this concern, and that would be a capital expenditure. She stated filtering will be changed from conventional to bio filtration.

Mayor Newton asked Ms. Allen about planning for replacement cycles. Ms. Allen replied they have just implemented an asset management program that will help them to better predict life cycles, and it is at central now, but not yet at other facilities.

Councilmember Taylor asked Ms. Allen if deferred maintenance is in the analysis. Ms. Allen replied yes, but there are things that get old and have to be fixed, such as storage tanks.

Mayor Newton asked Ms. Allen about the five year percentage increase compounded over debt relative to wastewater increases. Ms. Allen replied she does not know, but projections on the operation and maintenance (O&M) is four percent.

Councilmember Taylor asked Ms. Allen what TCWSP stands for. Ms. Allen replied Tarrant County Water Supply Project.

Councilmember Taylor asked Ms. Allen about the population projections noted in the presentation. Ms. Allen replied that is the population of the area we serve, the five cities.

Councilmember Taylor asked Ms. Allen to define commercial paper. Ms. Allen replied it is like a line of credit, like a low interest credit card.

Councilmember Taylor asked Ms. Allen if the debt can be paid off by revenue stream or reserve cash. Ms. Allen replied we do not have reserve cash, per legislation.

Mayor Newton asked Ms. Allen if the debt is driven by one project. Ms. Allen replied a lot of it is because we have the commercial paper, and as we have the asset, we can issue the long term debt.

Councilmember Taylor asked Ms. Allen if they are capitalizing interest. Ms. Allen replied no.

Councilmember Lindamood asked staff about the \$700,000 rebate. Chief Financial Officer Brian Hogan replied it went into the Utility Fund, and those funds are kept separate to offset water and wastewater costs.

4. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the worksession at 7:54 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville City Council Minutes - Draft

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

Tuesday, September 6, 2016

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, September 6, 2016, at 5:30 p.m. in the Executive Conference Room.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

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

WS-1 Demonstration of online utility billing software

Theresa Bentley, Paymentus, provided an online demonstration of the utility billing software.

Councilmember Nakamura asked staff if there is an option for the customer to state they no longer want paper bills. Chief Financial Officer Brian Hogan replied they do not have that option, currently. Ms. Bentley added it is a feature the software can add as soon as the City is ready for that feature.

Mayor Newton asked Ms. Bentley what are the terms and conditions they are agreeing to when setting up an account. Ms. Bentley replied the terms and conditions are standard and they include information such as privacy, security, policy, refunds, etc. and those have to be accepted.

Councilmember Lindamood asked Ms. Bentley if personal information will be shared. Ms. Bentley replied no.

Councilmember Short asked Ms. Bentley if the online bill pay default could be "due date" versus "pay now." Ms. Bentley replied yes. Chief Financial Officer Brian Hogan added staff will work with the project manager to address the City Council's preferences.

Councilmember Nakamura asked Ms. Bentley if there is a cut off time on the due date. Ms. Bentley replied by 5:00 p.m., the transaction will be processed within that time frame.

Councilmember Nakamura asked Ms. Bentley if the customer chooses to "pay later," will it default to the due date. Ms. Bentley replied there would not be an option to pay after the due date, or late.

Councilmember Taylor asked Ms. Bentley about the transaction time. Ms. Bentley replied the transaction happens immediately and is processed the same day as long as it is done prior to 5:00 p.m. She added if processed after 5:00 p.m., the customer will be assessed a late fee.

Councilmember Lindamood suggested having the 5:00 p.m. deadline next to the button for "pay now or pay later."

Councilmember Coplen asked Ms. Bentley if the customer can still pay by draft. Ms. Bentley replied yes.

Mayor Newton asked Ms. Bentley if they can add a button, "due date" and if it can be grayed out after the due date, so that it is not available. Ms. Bentley replied yes.

Mayor Newton asked Ms. Bentley if the credit card information is stored or dumped. Ms. Bentley replied all card information is stored in "My Wallet" and the software stores the information in an encrypted manner.

Councilmember Nakamura asked Ms. Bentley if the convenience fee is a flat fee not a percentage. Ms. Bentley replied yes.

Councilmember Short asked staff if the fee is typically charged by municipal governments relative to credit cards. Chief Financial Officer Brian Hogan replied it depends on the credit card processor based on the software services.

Councilmember Coplen asked Ms. Bentley if a customer can view their bills online, even if they are not using the online service. Ms. Bentley replied the customer does not have to pay online, but they can set up an online account.

Mayor Newton asked Ms. Bentley if the bills are PDF renditions. Ms. Bentley replied yes.

Councilmember Short asked Ms. Bentley if the customer's usage is available. Ms. Bentley replied yes, the usage is on the front page. She stated there will eventually be 13 months loaded.

Mayor Newton asked Ms. Bentley how the voluntary fee contributions are handled through the payment portal. Ms. Bentley replied we process what is sent to us, and we will display what is set up.

Mayor Newton asked Ms. Bentley if the citizen can change the amount they want to pay for the voluntary contribution. Ms. Bentley replied yes.

Councilmember Taylor asked staff if there is a late fee for not paying the voluntary fee contribution. Chief Financial Officer Brian Hogan replied staff runs a settlement report to ensure the late fees are not being assessed to the voluntary contributions.

Mayor Newton asked staff if all of the late fees are tracked. Chief Financial Officer Brian Hogan replied yes.

Councilmember Nakamura asked staff how the customer knows about the voluntary fee. Chief Financial Officer Brian Hogan replied it is marked on the bill. Utility Billing Supervisor Theresa Fox further explained the utility billing process relative to the voluntary fee contribution.

Mayor Newton asked Ms. Bentley if the customer will be directed to the online billing, from Colleyville's website. Ms. Bentley replied yes. City Manager Jennifer Fadden added there will be a "Make a Payment" button available on the new website.

Mayor Newton asked Ms. Bentley if customers can go to the payment site independently from Colleyville's website. Ms. Bentley replied yes, they will have to save the URL address for the next time they use the site.

Councilmember Short asked Ms. Bentley if the email notification the customer receives will have a link to the online payment website. Ms. Bentley replied it can be added.

Councilmember Taylor asked Ms. Bentley if customers can receive an email and text when their bills are ready. Ms. Bentley replied currently only one option is available, not both.

Mayor Newton asked Ms. Bentley if there is a City portal. Ms. Bentley replied yes.

Mayor Newton asked Ms. Bentley if all data will be loaded. Ms. Bentley replied yes, the City can look at the account to look up a payment, schedule a payment, pull accounts to see payment dates and history. She added no one will see credit card information.

Mayor Newton asked Ms. Bentley if the citizens will have the option of paying by check, credit card, or bank draft. Ms. Bentley replied yes, and staff will only know what has or has not been paid.

Mayor Newton asked staff if they reconcile the payments. Chief Financial Officer Brian Hogan replied yes.

Mayor Newton asked staff about how much testing has been done. Chief Financial Officer Brian Hogan replied Utility Billing Supervisor Theresa Fox has been doing a ton of testing with an anticipated roll out date of October 3, 2016. Ms. Bentley replied her group also does testing on the Paymentus side as well.

WS-2 Discussion of sign ordinance relative to directory signage

Community Development Director Ben Bryner presented this item and briefed the City Council.

Mayor Newton stated not being comfortable with general regulations in the Land Development Code because of one application, especially since the code applies to the entire City.

Councilmember Coplen suggested whatever is determined (sign, shape, size color, etc.) should be a branding for Colleyville.

Councilmember Taylor asked staff if these would be placed on private streets. Director Bryner replied for this particular application, yes, private drives.

Councilmember Taylor stated he would be supportive of something since these are on the applicant's property and they make sense to the businesses.

Mayor Newton stated we should think through the criteria for these types of signs.

Mayor Pro Tem Putnam asked staff if the change includes limiting the size of the signs per square footage. Director Bryner replied it can.

Councilmember Lindamood concurred with Councilmember Coplen in that the branding needs to be on there so that all will look alike.

Councilmember Short asked staff if the sign regulations speak to sight distance. Director Bryner replied currently the code states the sign shall be placed 75 feet away from any street side property lines.

Mayor Newton stated the concept is fine, but asked staff to revise the proposal and then bring it back to City Council for a future discussion.

WS-3 Discussion of the September 6, 2016, City Council regular agenda items

Mayor Newton adjourned the worksession at 6:33 p.m.

Mayor Richard Newton called the Colleyville City Council Executive Session to order on Tuesday, September 6, 2016, at 6:33 p.m. in the Executive Conference Room.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

Mayor Newton explained the Executive Session had been called in accordance with the Texas Government Code, Chapter 551, Subchapter D, Section 551.071, Legal, Section 551.072, Real Estate, Section 551.074 Personnel and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time.

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

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

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

Section 551.071 - Legal - Consultation with the City Attorney regarding litigation - Adam Flores v. City of Colleyville

Section 551.071 - Legal - Consultation with and legal advice from the City attorney regarding parking requirements for businesses along SH26

Section 551.071 - Legal - Consultation with and legal advice from the City Attorney regarding Tex Rail plans/design, environmental impact statement, and proposed mitigation measures

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

Section 551.074 - Personnel - Discussion of legal services for the City of Colleyville

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

Executive Session was adjourned at 7:25 p.m.

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

Mayor Richard Newton called the Colleyville City Council Regular Meeting to order on Tuesday, September 6, 2016, at 7:30 p.m. in Council Chambers.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Fire Chief Brian Riley, Assistant Police Chief Robert Hinton, Chief Financial Officer Brian Hogan, Public Works Director Jeremy Hutt, City Engineer Cheryl Taylor, Community Development Director Ben Bryner, Principal Planner Shane Pace, Recreation and Library Director Mary Rodne, 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

INVOCATION: Pastor Blake Wilson, Colleyville Assembly of God

PLEDGE OF ALLEGIANCE: City Attorney Matthew Boyle

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-16-4028

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 Newton announced the Colleyville Chamber of Commerce is seeking nominations for its First Responder of Distinction awards, which will honor one firefighter and one police officer. He encouraged people to submit a nomination to the Chamber.

Mayor Newton announced the National Night Out event scheduled for Tuesday, October 4, 2016, beginning at 6:30 p.m., and ending the evening with a softball game between police and fire. Assistant City Manager/Director of Public Safety Mike Holder added all of the proceeds from that evening will go to benefit the police and fire citizens' alumni associations.

Mayor Newton announced the Lion's Club Hole-in-One Shoot Out on September 23 and 24, 2016.

Mayor Newton announce the 8th Annual Empowering Seniors Expo by Commissioner Fickes, to be held on October 2, 2016 from 9:00 a.m. – 2:00 p.m. He stated additional information could be found on Tarrant County's website.

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-16-4029

- 4a** Approval of the minutes of the City Council Worksession of August 10, 2016
- 4b** Approval of the minutes of the regular City Council meeting of August 16, 2016
- 4c** Adopting the Economic Development Capital Improvement Program (EDCIP) for the Fiscal Years 2017-2021 (FY 2017-2021) of the Colleyville Economic Development Corporation
- 4d** Approval of the annual review and updates to the City of Colleyville Investment Policy
- 4e** Approval of authorized broker / dealers for investment purchases
- 4f** Approval of a janitorial services contract with Oriental Building Services, Inc., in an amount not to exceed \$136,813.17, and authorize the city manager to execute the contract, subject to the approval of funding in the Fiscal Year 2017 (FY 2017) budget
- 4g** Approval of a five year term service agreement with Trane Service Group, utilizing the U.S. Communities Government Purchasing Cooperative, to provide for the inspection, maintenance, and repair of the HVAC system in the Colleyville City Hall and Public Library, in an amount not to exceed \$134,627.76, and authorize the city manager to execute the agreement
- 4h** Approval of a five year term service agreement with Trane Service Group, utilizing the U.S. Communities Government Purchasing Cooperative, to provide for the inspection, maintenance, and repair of the HVAC system at the Justice Center, in an amount not to exceed

\$264,668.12, and authorize the city manager to execute the agreement

- 4i** Approval of the first renewal term for the Combined Public Safety Dispatching and Jail Services for the cities of Colleyville, Keller, and Southlake, and authorize the city manager to execute the agreement
- 4j** Approval of a contract with Pattillo, Brown and Hill, L.L.P., for audit services for fiscal year ended September 30, 2016, in the amount of \$45,000
- 4k** Approval to extend an ongoing annual agreement with Autobahn Motor Cars to sponsor the loan of a vehicle to the Colleyville Police Department for the expressed use of the Colleyville Heritage High School Resource Officer

Mayor Newton read Resolution R-16-4029 in its entirety.

Strategic Services Manager Adrienne Lothery briefed the City Council on item 4c.

Public Works Director Jeremy Hutt briefed the City Council on item 4f.

Councilmember Nakamura asked staff if they see the other contracts sent to Arlington. Director Hutt replied it has not been a part of our practice to see the submittals; however, we could request to see them. He stated this one was determined to be the best valued contract. Councilmember Nakamura stated she wants to make sure we are getting bids on everything.

Councilmember Lindamood stated being in favor of interlocal agreements; however, he would like to make sure the conflict of interest sheets are received. City Manager Jennifer Fadden stated staff does receive those forms for bids/purchases per state statute and will begin to include those with the agenda briefings.

Mayor Newton asked staff if we normally use the contingency fee. Director Hutt replied the fee is reserved for special events or after hours cleaning.

Public Works Director Jeremy Hutt briefed the City Council on item 4g.

Mayor Newton asked staff about the two hour charges for emergency services, and is the two hours for each incident. Director Hutt replied the two hour response is for emergencies only, like an afterhour's outage, is subject to the overtime rate. He stated preventative maintenance, or troubleshooting repairs are not subject to the overtime rates.

Mayor Newton asked staff about the reasoning for the contract going up eight percent for the first year. Director Hutt replied the cost history and preventative maintenance are evaluated, and the calculated risk, which is used to get the five year average cost, and then they establish the initial rate with a five percent increase each year after.

Mayor Newton asked staff to explain how this rate/amount was arrived at. Director Hutt replied it is a calculation based on the units we have included in the agreement.

Mayor Newton asked staff about the cooperative purchasing agreement and how that was completed. Director Hutt replied the cooperative purchasing program utilizes entities across the country, and was actually competitively bid in 2015 with a separate entity with the agreement to allow other members of the cooperative purchasing to utilize that agreement.

Mayor Newton asked staff about the non-specified equipment repair, but is this equipment not listed in the contract or some component not listed. Director Hutt replied there are two large HVAC units covered in this agreement. He added there are items such as the VAB boxes, and the heating components that are covered elsewhere. He stated they want to clarify what is actually included in the two HVAC units.

Public Works Director Jeremy Hutt briefed the City Council on item 4h.

Mayor Newton asked staff what is the advantage to a five year agreement. Director Hutt replied a five year agreement locks the pricing in for a five year term.

Assistant City Manager/Director of Public Safety Mike Holder briefed the City Council on item 4i.

Mayor Newton asked staff about the three year average impact. Assistant City Manager/Director of Public Safety Mike Holder replied when we initially entered into the contract, we provided activity for 2009, and they utilized those numbers between the three cities, and based on that, a percentage of total cost was developed for operations. He stated the usage average went up significantly based on the original contract.

Mayor Newton asked staff when the first true-up year was. Assistant City Manager/Director of Public Safety Mike Holder replied it would have been 2013, FY 2014, and then realized in 2015.

Councilmember Lindamood asked staff why the contract is for so long. Assistant City Manager/Director of Public Safety Mike Holder replied because of the logistics it would take to start up our own facility, the equipment purchases, facility

upgrades, hiring the staffing, and finding the funding. He stated this was seen as a long term solution, and it is still seen as a longer term solution for the cities.

Mayor Newton asked staff if there is a five percent limit and do we have five percent of the budget. Assistant City Manager/Director of Public Safety Mike Holder stated it comes into play with an estimate, and as the final numbers come in for the budget, they cannot go up more than five percent.

Mayor Newton asked staff about the out-clause for the six year agreement. Assistant City Manager/Director of Public Safety Mike Holder replied 24 months, and this is the first five year renewal.

Chief Financial Officer Brian Hogan briefed the City Council on item 4j.

Mayor Pro Tem Putnam stated he has been on the Audit Committee for three years, and he does not see a need to follow a different process. He stated our tract record has been outstanding and the level of transparency has been excellent with the auditors.

There was no discussion on item 4k.

Mayor Newton opened the public hearing at 8:11 p.m.

George Dodson, 7309 Balmoral Drive, spoke in support of item 4f.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:12 p.m.

Councilmember Taylor made a motion to approve Resolution R-16-4029. Mayor Pro Tem Putnam seconded the motion.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen, and Mike Taylor

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

5a Ordinance O-16-1985

Consideration of a Special Use Permit for Food Packaging and Manufacturing on Lot 8R, Block 1, of the Industrial Park Addition, located at 1904 Industrial Boulevard, Case ZC16-010

Mayor Newton read the caption of Ordinance O-16-1985.

Community Development Director Ben Bryner presented this item and updated the City Council.

Mayor Newton opened the public hearing at 8:14 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:14 p.m.

Councilmember Taylor made a motion to approve Ordinance O-16-1985. Councilmember Coplen seconded the motion.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen, and Mike Taylor

5b Ordinance O-16-1986

Consideration of an ordinance amending Appendix A - Water and Sewer Policy Manual, Section 8 Financial Management, of the Colleyville, Texas, Code of Ordinances, modifying the transfers from the Utility Fund to the General Fund

Mayor Newton read the caption of Ordinance O-16-1986.

Chief Financial Officer Brian Hogan presented this item and briefed the City Council.

Mayor Newton asked staff if this ordinance eliminates the transfer from the Utility Fund to the General Fund in an amount of about \$1.2 million which is eight percent of the revenue. Chief Financial Officer Brian Hogan replied yes.

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

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

Councilmember Taylor made a motion to approve Ordinance O-16-1986. Councilmember Lindamood seconded the motion.

The motion carried with the following vote:

Aye: 6 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Nancy Coplen, and Mike Taylor

Nay: 1 – Councilmember Jody Short

6. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**6a Ordinance O-16-1987**

Adoption of the Colleyville Economic Development Corporation Fiscal Year 2017 (FY 2017) Budget

Mayor Newton read the caption of Ordinance O-16-1987.

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

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

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

This is a first reading, therefore City Council will not take action.

6b Ordinance O-16-1988

Amending Ordinance O-15-1967 relating to the Fiscal Year 2016 budget

Mayor Newton read the caption of Ordinance O-16-1988.

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

Mayor Pro Tem Putnam asked staff about the surplus amount. Manager Lothery replied she believes there will be several hundred thousand dollars.

Mayor Newton opened the public hearing at 8:27 p.m.

The following person did not wish to speak, but did wish to register his support: George Dodson, 7309 Balmoral Drive.

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

This is a first reading, therefore City Council will not take action.

6c Ordinance O-16-1989

Adoption of the proposed Fiscal Year 2017 (FY 2017) budget

Mayor Newton read the caption of Ordinance O-16-1989.

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

Mayor Newton opened the public hearing at 8:30 p.m.

The following person did not wish to speak, but did wish to register his support: George Dodson, 7309 Balmoral Drive.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 8:30 p.m.

This is a first reading, therefore City Council will not take action.

6d Ordinance O-16-1990

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2017 (FY 2017)

Mayor Newton read the following: "This is the second of three public hearings which will be conducted regarding the tax rate: a third public hearing and vote on the proposed tax rate is scheduled during the regular City Council meeting on September 20, 2016. All City Council meetings are held in Council Chambers, located at Colleyville City Hall, 100 Main Street, Colleyville, Texas."

Mayor Newton read the caption of Ordinance O-16-1990.

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

Mayor Newton opened the public hearing at 8:34 p.m.

The following person did not wish to speak, but did wish to register his support: George Dodson, 7309 Balmoral Drive.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 8:35 p.m.

This is a first reading, therefore City Council will not take action.

6e Ordinance O-16-1991

Approval to amend Sec. 2-26 of the Colleyville, Texas, Code of Ordinances, setting fees and charges for City services

Mayor Newton read the caption of Ordinance O-16-1991.

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

Mayor Newton opened the public hearing at 8:39 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:39 p.m.

This is a first reading, therefore City Council will not take action.

6f Ordinance O-16-1992

Approval of an ordinance to reappoint Judge Sara Jane Del Carmen as the Regional Municipal Court Judge, reappointing an Associate Municipal Court Judge, and approving the Second Amendment to the Regional Municipal Court Judge Agreement

Mayor Newton read the caption of Ordinance O-16-1987.

Mayor Newton opened the public hearing at 8:41 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:41 p.m.

This is a first reading, therefore City Council will not take action.

7. RESOLUTION(S): READING AND PUBLIC HEARING**7a Resolution R-16-4030**

Consideration of a resolution to establish and provide a scope for an ad hoc committee to review utility rates

Mayor Newton read Resolution R-16-4030 in its entirety.

Mayor Newton presented this item and briefed the City Council.

Councilmember Coplen asked Mayor Newton about how the committee will be chosen. Mayor Newton suggested citizens will fill out applications and it will be up to City Council to solicit those applications. He stated with those applications, City Council will make appointments.

Councilmember Nakamura asked Mayor Newton if the form is currently online. Mayor Newton replied yes, and staff is making modifications to the application to include this committee. City Manager Jennifer Fadden added the application will be pushed to the website pending City Council's direction this evening.

Councilmember Taylor asked staff when City Council engaged Newgen Strategies & Solutions. City Manager Jennifer Fadden replied staff engaged the consultant, not City Council. Councilmember Taylor stated the resolution will need to be amended since City Council did not engage the consultant.

Mayor Newton suggested revising Section 4(b) to read, "Review rate options that will recover the cost of service (operations, maintenance and new infrastructure required)." He stated this will define what "service" is.

Mayor Newton opened the public hearing at 8:54 p.m.

Mark Harrison, 1421 Douglas Avenue, spoke in opposition to this item.

The following person did not wish to speak, but did wish to register his opposition: Karl Meek, 6204 Rock Dove Circle.

The following person did not wish to speak, but did wish to register his support: George Dodson, 7309 Balmoral Drive.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 8:56 p.m.

Councilmember Taylor made a motion to approve Resolution R-16-4030 with an amendment to include the change from Whereas "City Council" to whereas "City staff" for the engagement of Newgen; and amend Section 4b to include: "Review rate options that will recover the cost of service (operations, maintenance, and new infrastructure required)". Councilmember Nakamura seconded the motion.

City Manager Jennifer Fadden asked Mayor Newton, for clarification, if it is the desire of City Council for staff to solicit applications for this committee through the application process, and if so, when would he like those back. Mayor Newton replied quickly.

City Manager Jennifer Fadden asked Mayor Newton if he would like to make the committee appointments at the September 20, 2016 City Council meeting. Mayor Newton replied yes.

Councilmember Short asked Mayor Newton if there are limitations to the committee to just look at the base rate or are they going to look at the volumetric

rate as well. Mayor Newton replied no, they are to consider all options presented by the consultant.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen, and Mike Taylor

7b Resolution R-16-4031

A resolution approving a payment to Lakewood Estates Homeowners Association in an amount equal to the refund the City of Colleyville received from Oncor for duplicate payment for electricity for streetlights in Lakewood Estates

Mayor Newton read Resolution R-16-4031 in its entirety.

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

Mayor Newton asked staff how long it took for this to process. Manager Lothery replied we began this in the spring.

Mayor Newton asked staff if Lakewood Estates was the only one with a duplicate payment. Manager Lothery replied yes.

Councilmember Taylor asked staff if there are other ways in which this could be happening. Manager Lothery replied street lights are not individually metered. She stated there is a tariff for street lights and they are grouped together.

Mayor Newton opened the public hearing at 9:11 p.m.

Chris Hawkins, 4944 Lakewood Drive, spoke in support of this item.

There were no others present wishing to speak and Mayor Newton closed the public hearing at 9:15 p.m.

Mayor Newton asked staff what Colleyville pays for street lights in private subdivisions. Manager Lothery replied Colleyville annually budgets \$250,000 for all street lights. She added staff is in the process of working with the GIS department to get a map of all street lights across the City, whether in public or private subdivisions, to calculate costs.

Councilmember Taylor made a motion to approve Resolution R-16-4031. Councilmember Lindamood seconded the motion.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen, and Mike Taylor

7c Resolution R-16-4032

Consideration of filling the Place 1 position on the Zoning Board of Adjustment, with Alternate 1, and filling the Alternate 1 position with the Alternate 2

Mayor Newton read Resolution R-16-4032 in its entirety.

Mayor Pro Tem Putnam asked Mayor Newton if the appointments are being made for the balance of this month. Mayor Newton replied yes. He added all boards, commissions, and committees will be discussed at the worksession scheduled for September 8, 2016.

Mayor Pro Tem Putnam asked Mayor Newton if the rules would allow for the position to be vacant and have the alternate fill the position. Mayor Newton replied the resignation occurred, but whether we do this now or not, Alternate 1 will fill that vacant seat and act as part of ZBA.

Mayor Pro Tem Putnam asked staff if we can allow the alternate to serve for the next meeting until City Council has the worksession. City Secretary Amy Shelley replied yes.

Mayor Newton opened the public hearing at 9:28 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 9:28 p.m.

Councilmember Coplen made a motion to table Resolution R-16-4032. Councilmember Nakamura seconded the motion.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, and Nancy Coplen

Nay: 1 – Councilmember Mike Taylor

8. RESOLUTION(S): TABLED**8a Resolution R-16-4026**

Consideration of tabled Resolution R-16-4026

Mayor Newton asked if there was a motion to remove this item from the table.

Councilmember Taylor asked Mayor Newton if the questions relative to the tabled items have been resolved. Mayor Newton replied yes and Councilmember Lindamood concurred.

Councilmember Taylor made a motion to remove Resolution R-16-4026 from the table. Mayor Pro Tem Putnam seconded the motion.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen, and Mike Taylor

Mayor Newton read Resolution R-16-4026 in its entirety.

Mayor Newton opened the public hearing at 9:28 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 9:28 p.m.

Councilmember Taylor made a motion to approve Resolution R-16-4026. Councilmember Lindamood seconded the motion.

The motion carried with the following vote:

Aye: 7 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen, and Mike Taylor

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

Louis Miller, 7802 Tillman Hill Court, spoke about water rates, taxes, density, and Charter amendments.

Mark Harrison, 1421 Douglas Avenue, spoke about emails and the Chamber of Commerce.

Kathy Hadley, 204 Timberline Drive North, expressed her appreciation to Councilmembers Lindamood and Nakamura for looking out for the Colleyville taxpayers; keep the businesses local; the five foot wide sidewalk at City Park; a crosswalk at Timberline Drive North between the assisted living buildings; discussion of signs, need to help our businesses; help with residents garage sale signs; and using a trailer to transport people.

Kathleen Hennessey, 5013 Stonebridge Drive, spoke about the Whitten Cemetery; the installation of AT&T cabling; her water test showing coliform bacteria; and drainage compliance.

David Medlin, 605 Montreux Avenue, spoke about water rates; streetlights; fixed costs and variable revenues; Charter amendments; and the tax rate.

10. REPORTS

Colleyville Center Advisory Committee Minutes of May 16, 2016

Colleyville Library Board Minutes of June 13, 2016

Annual activity report of the Colleyville Economic Development Corporation

Quarterly investment report for the quarter ended June 30, 2016

There was no discussion of this item.

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR SEPTEMBER 6, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-4033

This resolution was not needed.

12. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the City Council meeting at 9:51 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Minutes taken and prepared by:

Amy Shelley, TRMC
City Secretary



City of Colleyville

City Council Worksession

Minutes - Draft

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

Thursday, September 8, 2016
6:00 p.m.

Executive Conference Room,
Third Floor – City Hall

Mayor Richard Newton called the Colleyville City Council Worksession to order on September 8, 2016, at 6:01 p.m.

ROLL CALL: Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, Jody Short, Nancy Coplen and Mike Taylor

City Manager Jennifer Fadden, Deputy City Manager Chris Fuller, Assistant City Manager/Director of Public Safety Mike Holder, Fire Chief Brian Riley, Chief Financial Officer Brian Hogan, City Engineer Cheryl Taylor, Community Development Director Ben Bryner, Principal Planner Shane Pace, Recreation and Library Director Mary Rodne, Colleyville Center Manager Leslie Hill, Parks Manager Heather Dowell, SH26 Coordinator James Hubbard, and City Secretary Amy Shelley

2. PRESENTATION AND DISCUSSION

2a Discussion of the City's Boards, Commissions, and Committees

Mayor Newton presented this item and briefed the City Council.

The following minutes have outlined the discussion based on each board, commission, and committee.

Architectural Review Commission (ARC)

Councilmember Coplen asked staff if the ARC is reviewing guidelines or are they getting individual requests. City Manager Jennifer Fadden replied their role has been to review matching grant applications for façade improvements as those come in and they serve as the review body that then makes a recommendation to the City Council.

Councilmember Coplen asked staff about the last date of an ARC meeting, even though grant applications have been considered. City Manager Jennifer Fadden replied the applications City Council has reviewed have been for tenant finish-outs internal to an existing structure, not façade matching grants.

Councilmember Lindamood asked staff if this commission will come into play with SH26 construction. Deputy City Manager Chris Fuller replied no, City Manager

Jennifer Fadden added not unless City Council would like to utilize this group for those purposes.

Mayor Pro Tem Putnam asked staff what the commission did when they met the last time. City Manager Jennifer Fadden replied they discussed the Braum's remodel because their associated brand colors were not considered earth tones.

Councilmember Coplen suggested changing the term, since they only met once, and the members serve for two years.

Audit Committee

Mayor Newton would like for the term of the Audit Committee to be annually to provide an opportunity for other City Councilmembers to serve.

Councilmember Taylor asked staff if the auditing firm actually looks at our processes, and do they suggest there are other ways to do things. Chief Financial Officer Brian Hogan replied yes, they look at our internal controls.

Councilmember Taylor asked staff if the auditors are looking at how utility billing processes work. Chief Financial Officer Brian Hogan replied yes, and they provide final review, and will also provide management comments if best practices were not being followed. He stated this took place most recently when we began using MUNIS.

Councilmember Nakamura asked staff how often the auditors come out. Chief Financial Officer Brian Hogan replied they come in August to do field work, and then again the third week in October to test the year end processes.

Capital Improvement Advisory Committee

Mayor Pro Tem Putnam asked Mayor Newton why it is important to have building industry members. Mayor Newton replied it is a requirement of the code.

Councilmember Lindamood stated he would like to look at everyone that is applying for these positions.

Mayor Newton asked staff how often this committee meets. City Manager Jennifer Fadden replied upon review of the impact fees, which is done every five years.

Councilmember Taylor asked staff if the members have to be the Planning and Zoning Commission members. City Manager Jennifer Fadden replied Chapter 395 of the Local Government Code states the committee may be the same as the Planning and Zoning Commission, it does not state they shall be the same. Deputy City Manager Chris Fuller further explained the committee membership.

Councilmember Nakamura asked City Council why the member term is two years, when they only meet every five years. Councilmember Short answered that these terms are concurrent with the Planning and Zoning Commission terms.

Councilmember Short asked staff if the recommendations related to impact fees is sent to the Planning and Zoning Commission. City Manager Jennifer Fadden replied the recommendations are made to the City Council.

Councilmember Taylor stated this may be an opportunity to direct CIAC away from the Planning and Zoning Commission.

Councilmember Coplen suggested changing the terms for CIAC, especially since they are not meeting that often.

Colleyville Center Advisory Committee

Mayor Newton asked staff about the Chamber of Commerce appointment. Colleyville Center Manager Leslie Hill replied the Chamber will have a member, but they have not designated a person.

Mayor Newton asked staff if the long standing members are a benefit to the committee. Manager Hill replied they provide a lot of history to the committee.

Colleyville Economic Development Corporation Board

Councilmember Taylor asked staff if the bylaws necessitate the Councilmembers as directors. City Manager Jennifer Fadden replied yes.

Colleyville Library Board

Councilmember Coplen asked staff what happened to the ex-officio school district member. Library and Recreation Director Mary Rodne replied the member was taken off the board several years ago because they never came to the meetings.

Mayor Pro Tem Putnam asked staff about the vacancy. Director Rodne replied they moved.

Mayor Newton asked staff who is the other vacancy. Director Rodne replied Vernon Noronha.

Mayor Pro Tem Putnam asked Mayor Newton when the September appointments are advertised. Mayor Newton replied in July, if we had not delayed the process.

Councilmember Nakamura asked Mayor Newton if the alternates will move up. Mayor Newton replied if the regular members do not show up, then the alternates sit in their place. He added it is up to the City Council to decide who to appoint.

Colleyville Tree Board

Councilmember Coplen suggested making this a subset of the Parks and Recreation Advisory Board. Parks Manager Heather Dowell concurred, but stated we have to keep something in order to keep our Tree City USA certification.

Mayor Pro Tem Putnam suggested having another meeting and making new appointments in December as there is no need to do anything different.

Councilmember Short asked staff if Keep Colleyville Beautiful is still going. Manager Dowell replied yes.

Mayor Newton asked City Councilmembers how the appointments are made/handled. Councilmember Coplen replied the Parks and Recreation Board and Keep Colleyville Beautiful board would appoint the members.

Mayor Newton asked staff if there is citizen interest or participation in the trees. Manager Dowell replied yes, and there are other opportunities to provide support to Colleyville's tree planting activities.

Mayor Newton suggested keeping the committee but have City Council make the appointments, and also look at the charge for this committee.

Councilmember Coplen suggested utilizing the forester position as support for this committee.

Mayor Pro Tem Putnam suggested eliminating one of each of the Boards (Parks and Keep Colleyville Beautiful) and have City Council make a couple of appointments.

Historical Preservation Committee

Mayor Newton believes there is plenty for this committee to do, such as the Bidault House and the preservation of Bobby Fitzgerald's artifacts.

Metroport Teen Court Advisory Board

Councilmember Taylor provided an overview of this board as he is the Colleyville City Council liaison.

Park Land Dedication Committee

Mayor Newton asked staff why a separate small committee is necessary to review proposed dedications of park land. Manager Dowell replied because they are reviewing and making recommendations relative to funds.

Mayor Pro Tem Putnam stated it would seem to be a core responsibility of the Parks and Recreation Advisory Board.

Mayor Newton stated he is not sure they have anything to do.

Councilmember Short asked staff about their recommendations. Assistant to the City Manager James Hubbard replied the Park Land Dedication Committee makes a recommendation to the Parks and Recreation Advisory Board who in turn makes a recommendation to the City Council for the expenditure of those funds. Mayor Newton suggested this could just be a function of the Parks and Recreation Advisory Board.

Parks and Recreation Advisory Board

Councilmember Coplen asked staff what happened to the school district member. Manager Dowell replied staff is currently working with a new school district member.

Councilmember Short asked staff why there is not a volleyball liaison. Manager Dowell replied volleyball is not an association, it is a recreation program, and Recreation and Events Manager Lisa Escobedo is the staff liaison.

Councilmember Nakamura asked staff about the total number of parks. Manager Dowell replied 13.

Planning and Zoning Commission

Mayor Newton stated he would like the Planning and Zoning Commission to make recommendation on plats, and for City Council to be the ultimate approver.

Councilmember Nakamura asked staff who asked for it to be changed. City Manager Jennifer Fadden replied City Council approved the change and amended the ordinance.

Councilmember Short asked staff about the types of plats. Deputy City Manager Chris Fuller replied preliminary, final, combination, replat, and amending plats.

Councilmember Taylor stated the Planning and Zoning Commission is a technical group, but items should be passed on to City Council for final approval.

Sign Board of Appeals

Mayor Newton stated this is a needed board, but if the sign ordinance is not proper, then amendments will need to be made.

Councilmember Nakamura asked staff how often this board meets. Deputy City Manager Chris Fuller replied every other month or quarterly.

City Manager Jennifer Fadden added the denials from the board are usually appealed to City Council.

Tax Increment Finance District (TIF) Board

There were no changes or discussions made for this board.

Zoning Board of Adjustment

Mayor Newton asked staff how active is this board. Principal Planner Shane Pace replied the board is very active, although there was a span in 2015 in which they did not meet.

Mayor Newton asked staff if there is an appeal process for this board. Planner Pace replied no, just district court.

Appointment timing

Mayor Newton stated he does not want a once a year appointment schedule, but looking for suggestions on the appointment timing.

Mayor Pro Tem Putnam suggested appointments could be made after the May election, but then again the July timing may work for that.

Mayor Newton stated it is the responsibility of the City Council to talk to their people to fill out applications to serve on the committees.

Mayor Pro Tem Putnam stated there is really no reason to change the process.

Councilmember Short stated he could see moving the July to September appointment period back a little, maybe a month or two.

Councilmember Coplen asked staff about the proposal to change the appointment timing. City Secretary Amy Shelley replied staff is proposing to change the two appointment periods to just one annual appointment cycle.

Councilmember Nakamura asked staff about the pros and cons. City Secretary Amy Shelley replied having the advertising period in July for September appointments interferes with summer vacation, and the advertising period in October for December appointments interferes with the holidays. She added having one application period allows all appointments to be done at one time.

Mayor Newton stated he is concerned with the interviewing time if we move to a one time a year appointment period.

Councilmember Nakamura asked staff if there have been times when no one has applied for an opening. City Secretary Amy Shelley replied yes, and then explained one person may then serve on multiple committees because there are no other applications.

Councilmember Nakamura asked staff how the information is put out into the community about openings. City Manager Jennifer Fadden explained the application is posted on the website and all of our social media outlets.

City Manager Jennifer Fadden asked City Council if they chose to stay with the current appointment cycles. Mayor Newton replied yes, and proceed forward with making the appointments for the September openings.

Councilmember Lindamood stated he wants to make sure City Council sees the applicants. City Manager Jennifer Fadden explained the appointment process, and that City Council lets staff know who they want to interview.

Decommissioned Committees (overview)

Colleyville Events Steering Committee -

Mayor Pro Tem Putnam stated he would like to reestablish the committee so that the events can be reviewed rather than locking events in every year.

Councilmember Coplen asked Mayor Pro Tem Putnam if he would like to have this as a standalone committee or an ad hoc committee. Mayor Pro Tem Putnam replied not sure, maybe an ad hoc.

Councilmember Nakamura suggested a standalone committee since the events would be looked at annually.

Mayor Newton stated it will be important to form, either an ad hoc or a standalone committee, at the right time. Councilmember Coplen suggested forming the committee before the budget process begins.

Councilmember Nakamura stated it should be a permanent committee.

Councilmember Lindamood concurred with Councilmember Coplen to start the committee before the budget process. Mayor Pro Tem Putnam stated they could work within the confines of whatever budget is established, if you do not form it ahead of time.

Councilmember Coplen suggested making appointments in December.

Councilmember Short stated we will want to make sure the committee has something to do. Mayor Newton stated it would be City Council's responsibility to educate the members, and then for them to decide what is beneficial to the community, or what the objectives of the events are.

Mayor Pro Tem Putnam stated he does not believe we should be locked into certain events. Councilmember Coplen stated there are traditional events. Mayor Newton concurred, but there may be other things we can do.

Colleyville Sidewalk Committee -

Mayor Newton stated this could be a beneficial one.

Mayor Pro Tem Putnam stated he will be proposing a policy change.

Mayor Newton asked Mayor Pro Tem Putnam if we should wait until the policy is changed. Mayor Pro Tem Putnam agreed.

Mayor Newton stated the trails plan within the Parks Master Plan, may benefit this committee as well. Mayor Pro Tem Putnam agreed.

Senior Center Advisory Committee -

Mayor Newton asked how the Senior Center representative was appointed. City Manager Jennifer Fadden replied the City Council appointed a member from the Senior Center Advisory Committee to the Parks and Recreation Advisory Board.

Mayor Newton asked staff who is the member. City Manager Jennifer Fadden replied Debra Minea.

Councilmember Nakamura asked staff what Ms. Minea wants the back portion of the Senior Center to be developed as. Manager Dowell replied a park.

Mayor Newton agreed that this committee is not necessary. City Manager Jennifer Fadden stated the seniors are very happy at the Senior Center.

Traffic Safety Advisory Committee -

Mayor Newton agreed that this committee is not necessary and not sure what they would actually do.

There was no discussion on any other decommissioned board, commission, or committee.

Other opportunities for boards, commissions, or committees

Councilmember Nakamura suggested a branding committee and a public relations or marketing person would be on the committee.

Mayor Newton suggested a communications committee.

Councilmember Coplen suggested a committee to discuss or decide what is going to be done with the upcoming hotel tax.

Mayor Newton suggested a committee to relook at the Strategy Map. He has also suggested having another City Council session like the priorities setting worksession, a visioning session.

Councilmember Short suggested having the branding committee be combined with the events committee. Councilmember Nakamura stated those should be separate committees. Mayor Newton stated they could possibly come together to help promote Colleyville events and marketing.

Opportunities for City Council participation

Mayor Pro Tem Putnam asked staff what "undefined" means. SH26 Project Coordinator James Hubbard replied those are at-large positions, and representation is more at the region level.

Mayor Pro Tem Putnam asked staff what City Council can do with the Tarrant Appraisal District (TAD). City Manager Jennifer Fadden replied the TAD board of directors are currently elected by the taxing jurisdictions within the county, with a bi-annual election process, which just occurred, and each jurisdiction has proportional vote based on their tax base. She added Colleyville has had Colleyville residents on the board, and noted City Council casts votes in each election.

City Manager Jennifer Fadden stated there is a more extensive list in your packet.

Councilmember Lindamood stated he would like to know when Mr. Fegan and Mr. Eubanks were elected or served on the TAD board. City Manager Jennifer Fadden stated staff can compile that information for City Council.

Councilmember Coplen asked staff if Mr. Eubanks is not currently on the board. City Manager Jennifer Fadden replied correct.

Councilmember Short suggested TxDOT and maybe the school district.

Mayor Pro Tem Putnam asked Mayor Newton what opportunities the school district provides to us. Mayor Newton replied we provide sport fields for them, and there are probably other things to share.

Mayor Newton suggested having a joint meeting with the school district.

Councilmember Coplen stated often times they will share their demographic studies. Assistant City Manager/Director of Public Safety Mike Holder added the school district also works with public safety.

3. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the worksession at 7:54 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

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 4g

Agenda Date 09/20/2016

Number Resolution R-16-4035

Type Resolution

Department Fire

Title

Approval of Professional Service Agreements with Beacon Emergency Services Team, P.A. d/b/a BEST EMS for a medical director and instructional services, in a combined total amount not to exceed \$21,473, and authorize the city manager to execute the agreements

Strategy Map Connection

C2- Deliver high quality and unique customer service

B2- Proactively seek process improvements and sustainable solutions

Explanation

Reading and Public Hearing

The Colleyville Fire Department Medical Director contract is due for renewal as of October 1, 2016. A licensed medical director is required for every EMS system that operates within the State of Texas. The duties of a medical director include oversight of all aspects of the department's emergency medical services, updating medical protocols and ensuring consistency and compliance with all required training. The Colleyville Fire Department operates under the license of the medical director.

The Colleyville Fire Department has been under the medical direction of Doctor John Ansohn for over 20 years. Doctor Ansohn provides medical protocol updates as needed, correspondence by telephone and emails, and conducts reviews of fire department or patient concerns as requested. Doctor Ansohn has been available and responsive when contacted proactively. The annual contract for Dr. Ansohn's medical direction is currently \$10,000.

The Colleyville Fire Department staff conducted research to determine the current needs related to medical direction and EMS staff training. Medical direction has evolved and can now provide an enhanced level of service and create efficiencies. As a part of the research, staff conducted a survey of the Northeast Fire Department Association members (NEFDA) and other surrounding area fire departments to determine who they contracted with for medical direction. The survey showed that Beacon Emergency Services Team, P.A. d/b/a BEST EMS for medical control and continuing education services currently provides those services for the following eight area fire departments: Argyle, Carrollton, Double Oak, Eagle Mountain Lake, Euless, Grapevine, McKinney and Trophy Club.

The result of the staff research, which included interviews with potential directors and the survey determined that Best EMS would provide the enhanced level of service the Colleyville Fire Department desires. BEST EMS is a local provider that maintains a close affiliation with Baylor Regional Medical Center at Grapevine. BEST EMS provides evidence based medical protocols founded upon local and national best practices. BEST EMS Medical Control works in conjunction with the EMS continuing education provider to provide relevant, current, and hands-on training. It is beneficial to include continuing education under the medical direction provider for the following reasons: consistency with training, medical protocols, policies and procedures established by the medical director.

If the contract is approved with Best EMS, Dr. Justin Norheim will be the licensed medical director for the Colleyville Fire Department. Dr. Norheim is an Emergency Department physician at Baylor Regional Medical Center at Grapevine. Dr. Norheim will conduct two-hour in-station visits and include ride-outs with Colleyville Fire Department medical personnel each month. Dr. Norheim will be available for consultation and will participate in Fire Department emergency medical decisions.

The medical direction portion of the contract is \$11,700. This is an increase of \$1,700 over the previous contract with Dr. Ansohn however, it includes a significant service level improvement.

In addition, BEST EMS will provide the following continuing education instructional services

- 108 contact on-site hours conducted at the fire department's training facility per year
- 9 hours per month of emergency medical services continuing education for Fire Department personnel
- 12 hours per year for Pediatric Advanced Life Support/Advanced Cardiac Life Support training
- 9 hours per year for Basic Life Support training

The total continuing education training costs included in the proposed contract is \$9,772.88. This amount is consistent with the current budget allotted for continuing education training that is not presently included within the Medical Direction Contract but is outsourced to other entities.

The total contract amount for medical director services and continuing education training is \$21,472.88.

In accordance with the Local Government Code, Section 252, Sub-Section 252.022 (a) (4), this contract is considered a professional service and therefore exempt from typical bid procedures. Staff has however, conducted a thorough vetting of Best EMS

and determined that they offer enhanced services at a comparable price point, are local, and have been well received by the Fire Department EMS staff.

Staff recommends the approval of an annual contract beginning October 1, 2016 with BEST EMS.

Financial Impact

The total contract amount of \$21,473 has been allocated in the Fire Department's operating budget, pending City Council approval of the Fiscal Year 2017 budget.

Recommendation

Approve

Attachments

1. City of Colleyville EMS Medical Director Agreement 10.01.2016
2. City of Colleyville MOU 10.01.2016
3. Form 1295 Professional Service Agreement with BEST EMS

MEDICAL DIRECTOR AGREEMENT

THIS MEDICAL DIRECTOR AGREEMENT (the “Agreement”) is made by and between **City of Colleyville** (“Agency”) and **Beacon Emergency Services Team, P.A. d/b/a BEST EMS** (the “Company”). This Agreement is effective as of **October 1, 2016** (“Effective Date”).

WHEREAS, the Company employs or contracts with physicians who are duly qualified and licensed to practice medicine in the state and has approved one of its physicians to act as a medical director for the Agency;

WHEREAS, the Company’s physician has expertise in the field of medicine, emergency medical services, emergency medical services oversight and administration;

WHEREAS, Agency provides emergency medical services, non-emergency medical services, mobile healthcare and other related services and desires to obtain the services of a medical director;

WHEREAS, the Company is willing to provide the services of a medical director to Agency for its operations in emergency medical services, non-emergency medical services, mobile healthcare and other related services;

NOW THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties incorporate the above recitals and agree as follows:

1. **Company Services.** The Company shall provide a physician to serve as the Medical Director (“Medical Director”) for Agency. As of the Effective Date, the Medical Director will be Justin Norheim, D.O. (“Physician”). Company will have the right, however, to appoint any other physician as the Medical Director in place of Physician in the event Physician leaves the Company or otherwise ceases to serve as Medical Director. The physician at any time serving as the Medical Director must be reasonably acceptable to Agency and must meet the following requirements and provide the following services to Agency:

a. Provide comprehensive medical oversight (direct and indirect) according to Medical Director requirements and all services required of a Medical Director by Chapter 197, State Board of Medical Examiner Rules for clinical services delivered by Agency’s personnel. Medical Director shall participate in the implementation of clinically sound, evidence-based expectations for the system;

b. Provide medical oversight and guidance for Agency’s quality leadership activities through serving as a liaison between Agency and the local medical community, collaborating with local designated quality organizations and/or committees to define quality standards, identify metrics, review performance data, identify opportunities for improvement, test new processes, and ultimately to adopt best practices.

c. Review quality improvement and performance reports, provided by Agency and identify opportunities for improvement in patient care or system design and collaborate with all appropriate entities to develop an improvement program.;

d. Review recorded medical oversight, control or direction conversations (if available) to assure appropriate clinical care and decision making by all entities.

e. Review and respond to requests to review high priority clinical cases within twenty-four (24) hours of being notified;

f. Make or direct the making of such reports and records relating to patient care as may be required by Agency and/or regulatory bodies, whether public or private;

g. Develop criteria for establishment and maintenance of credentials for Agency’s emergency medical services personnel;

h. Direct, coordinate, and/or participate in initial, ongoing and remedial education of emergency medical services personnel in accordance with Agency’s policies;

i. Participate in applicable peer review processes of the Agency, Agency management and governmental boards or agencies;

j. Advise and assist in the organization in implementation of an effective utilization review program for Agency and perform utilization review services;

k. Assist in the design and development of protocols, guidelines, patient information forms, medical record forms, and consent forms for use in the field or for Agency purposes;

l. Undertake activities, as reasonably requested by Agency, including but not limited to professional contacts with physicians, healthcare systems, public health agencies,

health plans paramedic associations, nursing associations, governmental agencies, and state and local medical societies in order to apprise such individuals and groups of the nature and availability of facilities and services of Agency and facilitate the exchange of information on patient care, administration, medical policy, and utilization review;

m. Actively participate in the professional development of all staff in Agency and collaborate in communicating medical competency and expertise to the medical community and general public. Give technical advice and assistance as may be requested to facilitate the evaluation, acquisition, implementation and utilization of medical equipment, expansion of Agency services, as well as general strategic planning and collaborative efforts with other healthcare systems;

n. Authorize, supervise and approve the purchase of necessary medications for pre-hospital use by Agency in accordance with the full scope of practice. Company acknowledges and agrees that controlled medications are specifically included within the definition of medications covered by this agreement and Medical Director will be responsible for approving all local implementation plans for the ordering, distribution and handling of controlled substances (to include oversight and sign-off on all controlled substance records and logs in a timely manner) consistent with local, state & federal requirements. Medical Director shall maintain all appropriate state and federal permits, registrations or licenses necessary to prescribe controlled substances;

o. Fulfill all Medical Director functions including protocol development, education and performance review associated with the operation of any Agency communications centers within the area;

p. Fulfill all Medical Director functions associated with the operation of any Agency inter-facility, specialty, mobile integrated healthcare or critical care transport operations;

q. Perform any other functions associated with the role of a medical director as may be requested by Agency;

r. Participate in all required activities associated with local and/or national accreditation processes;

s. Participate in appropriately sanctioned research activities;

t. Serve as the primary liaison between City of Colleyville EMS system administration and the local medical community, ascertaining and being responsive to the needs of each.

2. **Time Commitment.** Medical Director will be in the fire station a minimum of six (6) hours per month. The Medical Director shall be expected to be available to provide the above duties. The Company shall establish appropriate contact information to assure 24/7 availability of physician consultation (including designation of specific hospital based physicians or designated base-station contacts authorized to provide direct medical control).

3. **Compensation.** As payment for the services rendered by Company and Medical Director, Agency shall pay to Company the amount of **\$11,700.00** per calendar year. Agency will make twelve (12) equal monthly payments in the amount of **\$975.00** each to Company for services provided under this Agreement. Each payment will be due within thirty (30) days.. Payment should be made payable to Beacon Emergency Services Team, P.A. d/b/a BEST EMS and mailed to BEST EMS, Attn: Tina Stephenson, 13737 Noel Rd., Suite 1200, Dallas, TX 75240.

4. **Term.** The term of this Agreement shall commence on the Effective Date and shall be for one (1) year. This Agreement shall automatically renew for subsequent one-year periods thereafter, subject to the termination rights herein. The initial term and all renewal periods shall be cumulatively referred to as the "Term".

5. **Termination.** This agreement may be terminated prior to the expiration of its Term as follows:

a. Immediately by Agency upon the suspension, revocation or restriction of Medical Director's license to practice medicine or dispense medications unless Company provides a replacement Medical Director, with Agency's approval;

b. Immediately by Agency if it determines in its reasonable discretion that continued provision of services by the Company and/or Medical Director will jeopardize health or safety; or

c. With or without cause by either party by providing written notice of intent to terminate. Such termination shall become effective and the agreement shall be terminated in its entirety on the 30th calendar day following receipt of the written notice as herein described.

6. **Relationship.** In the performance of services under this Agreement, Company, Medical Director and Agency shall at all times be acting and performing as independent contractors. Nothing contained herein shall be deemed or construed to create any agency, partnership, joint venture, or employer-employee relationship between Company, Medical Director and/or Agency. Agency shall not have direct supervision over the manner in which Medical Director performs medical direction services pursuant to this Agreement. Agency shall not be responsible for the payment of any applicable taxes or withholdings related to Company's or Medical Director's services. Agency and Company agree that all services provided hereunder shall be provided in accordance with the terms and conditions of standard medical protocols in the state where the services are provided.
7. **Right to Engage in Other Activities.** Except where a conflict of interest may exist (e.g., working for a competitor of Agency or working for a governmental agency involved in oversight of the designated Agency's emergency medical services), nothing contained herein shall be deemed to restrict or prevent Company or Medical Director from engaging in consultation services or in any other business at such times, places, and in such manner as Company shall determine in its discretion during the Term of this Agreement and thereafter so long as Company is able to carry out its obligations under this Agreement.
8. **Standard of Care.** Medical Director shall render services in compliance with the accepted medical standard of care in the community and profession.
9. **Compliance with Laws.** The parties will comply in all material respects with all applicable federal and state laws and regulations including, the federal Anti-kickback statute. It is not a purpose, nor is it a requirement, of this Agreement or of any other agreement between the parties, to offer or receive any remuneration from any individual in exchange for referrals. Neither party shall make or receive any payment that would be prohibited under state or federal law. Company and Medical Director shall also maintain all licenses, certifications or accreditations necessary to provide Services hereunder.
10. **Maintenance of Records.** As applicable, each party will retain books and records respecting services rendered to patients for the time periods required under all applicable laws and allow access to such books and records to the extent required by law. To the extent required by

Section 1861(v)(1)(i) of the Social Security Act, the parties shall, upon proper request, allow the United States Department of Health and Human Services, the Comptroller General of the United States, and their duly authorized representatives access to this Agreement and to all books, documents, and records necessary to verify the nature and extent of costs and services provided under this Agreement, at any time during the term of this Agreement and for an additional period of four (4) years after the last date services are furnished under this Agreement. If any party carries out any of its duties under this Agreement through a permitted subcontract or similar permitted agreement between the party and an individual or organization related to it, the party shall require that a clause be included in such agreement to the effect that until the expiration of four (4) years after the furnishing of services pursuant to such agreement, and to the extent required by Section 1861(v)(1)(i) of the Social Security Act, the related organization will make available, upon written request of the Secretary of Health and Human Services or the Comptroller General of the United States, or any other duly authorized representatives, all agreements, books, documents, and records of said related organization that are necessary to verify the nature and extent of the costs of services provided by that agreement. Run reports and patient care records shall be maintained in accordance with the requirements of Agency and Company and shall be treated as confidential so as to comply with all federal and state laws and regulations regarding the confidentiality of patient records. Each of the parties shall have the right to obtain copies of relevant portions of patient records maintained by the other party to the extent necessary to defend against legal actions taken against such party or its physicians or employees involved in the care of a patient.

11. **Insurance.** Company's professional liability insurance covers Medical Director for services that are provided under this Agreement.
12. **HIPAA.** Each party shall comply with the privacy provisions of the *Health Insurance Portability and Accountability Act of 1996* and the regulations thereunder ("HIPAA"), and with such other requirements of HIPAA that may become effective during the Term. All patient medical records shall be treated as confidential so as to comply with all state and federal laws. The parties shall execute the Business Associate Agreement attached as Exhibit "A".
13. **Notices.** Any notice required or permitted by this Agreement shall be in writing and shall be delivered as follows, with notice deemed given as indicated: (a) by personal delivery, when delivered personally; (b) by overnight courier,

upon written verification of receipt; (c) by facsimile transmission, upon acknowledgment of receipt of electronic transmission; or (d) by certified or registered mail, return receipt requested, upon verification of receipt. Notice shall be sent to the following addresses:

If to Agency:

City of Colleyville
Attn: Jennifer Fadden, City Manager
5209 Colleyville Boulevard
Colleyville, TX 76034

If to Company:

BEST EMS
Attn: Tina Stephenson
13737 Noel Rd, Suite 1200
Dallas, TX 75240

With Mandatory Copy to:

Haynes and Boone, LLP
Attn: Kenya Woodruff
2323 Victory Ave, Suite 700
Dallas, Texas 75219

14. **Confidentiality.** All information with respect to the operations and business of a party (including the rates charged hereunder) and any other information considered to be and treated as confidential by that party gained during the negotiation or Term of this Agreement will be held in confidence by the other party and will not be divulged to any unauthorized person without prior written consent of the other party, except for access required by law, regulation and third party reimbursement agreements.

15. **Non-Exclusion.** Each party represents and certifies that neither it nor any practitioner who orders or provide Services on its behalf hereunder

has been convicted of any conduct that constitutes grounds for mandatory exclusion as identified in 42 U.S.C. § 1320a-7(a). Each party further represents and certifies that it is not ineligible to participate in Federal health care programs or in any other state or federal government payment program. Each party agrees that if DHHS/OIG excludes it, or any of its practitioners or employees who order or provide Services, from participation in Federal health care programs, the party must notify the other party within five (5) days of knowledge of such fact, and the other party may immediately terminate this Agreement, unless the excluded party is a practitioner or employee who immediately discontinues ordering or providing services hereunder.

16. **Miscellaneous.** This Agreement (including any Schedules hereto): (a) constitutes the entire agreement between the parties with respect to the subject matter hereof, superseding all prior oral or written agreements with respect thereto; (b) may be amended only by written instrument executed by both parties; (c) may not be assigned by either party without the written consent of the other party, such consent not to be unreasonably withheld; (d) shall be binding on and inure to the benefit of the parties hereto and their respective successors and permitted assigns; (e) shall be interpreted and enforced in accordance with the laws of the state where the services are rendered, without regard to the conflict of laws provisions thereof, and the federal laws of the United States applicable therein; (f) this Agreement may be executed in several counterparts (including by facsimile), each of which shall constitute an original and all of which, when taken together, shall constitute one agreement; and (g) this Agreement shall not be effective until executed by both parties. In the event of a disagreement between this Agreement and any Schedule hereto, the terms of this Agreement shall govern.

IN WITNESS WHEREOF, the parties have hereto executed this Agreement.

CITY OF COLLEYVILLE

By: _____
Jennifer Fadden, City Manager

BEACON EMERGENCY SERVICES TEAM, P.A.
D/B/A BEST EMS

By: _____
Nestor Zenarosa, M.D., Chief Executive Officer

EXHIBIT A BUSINESS ASSOCIATE AGREEMENT

THIS BUSINESS ASSOCIATE AGREEMENT (this “Agreement”) is made by and between **City of Colleyville** (“Covered Entity”) and **Beacon Emergency Services Team, P.A. d/b/a BEST EMS** (the “Business Associate”). This Agreement is entered into effective **October 1, 2016**.

BACKGROUND

Covered Entity and Business Associate have entered into a medical director agreement (“Services Agreement”) dated **October 1, 2016** pursuant to which Business Associate arranges for the provision of services to Covered Entity. This Business Associate Agreement is intended as a supplement to the Services Agreement for the purpose of meeting the requirements of the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), as amended by the applicable provisions of the Health Information Technology for Economic and Clinical Health Act (Title XIII, Subtitle D) and its implementing regulations (“HITECH”), for the treatment of Protected Health Information, as defined herein, that may be disclosed by Covered Entity to Business Associate.

1. Definitions

Capitalized terms used, but not otherwise defined, in this Agreement shall have the same meaning as given those terms in 45 CFR Parts 160 and 164 (the “HIPAA Regulations”).

“Protected Health Information” (“PHI”) means information that is: (i) created or received by a Health Care Provider, Health Plan, employer, or Health Care Clearinghouse; (ii) relates to the past, present, or future physical or mental health or condition of an individual; the provision of Health Care to an individual; or the past, present, or future Payment for the provision of Health Care to an individual; (iii) that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual. The term PHI includes PHI maintained in or transmitted by electronic media; provided, however, the term PHI is limited, when used in this Agreement, to the PHI created, received, maintained, or transmitted by Business Associate on or behalf of Covered Entity.

2. Obligations and Activities of Business Associate

(a) Business Associate agrees not to use or disclose PHI other than as permitted or required by this Agreement or as Required by Law. Further, Business Associate shall, to the extent Business Associate is to carry out Covered Entity’s obligations under the HIPAA Regulations, comply with the requirements of the HIPAA Regulations that apply to Covered Entity in the performance of such obligations.

(b) Business Associate agrees to use appropriate safeguards, and comply, where applicable, with 45 CFR Part 164, Subpart C with respect to electronic PHI, to prevent use or disclosure of the PHI other than as provided for by this Agreement.

(c) Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of this Agreement.

(d) Business Associate agrees to report to Covered Entity any use or disclosure of the PHI not provided for by this Agreement of which it becomes aware, including breaches of unsecured PHI as required by 45 CFR 164.410.

(e) Business Associate agrees to ensure that any subcontractors that create, receive, maintain, or transmit PHI on behalf of Business Associate agree to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.

(f) Business Associate agrees to provide access, within 10 (ten) days, to PHI maintained in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 CFR 164.524.

(g) Within ten (10) days of a request from Covered Entity, Business Associate agrees to make any amendment(s) to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 CFR 164.526 at the request of Covered Entity or an Individual.

(h) Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of, Covered Entity available to the Secretary, in a timely manner or as designated by the Secretary, for purposes of the Secretary determining Business Associate’s or Covered Entity’s compliance with the Privacy Rule.

(i) Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528.

(j) Business Associate agrees to provide to Covered Entity or an Individual, within ten (10) days of a request, information collected in accordance with Section 2 (i) of this Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR 164.528.

EXHIBIT A
BUSINESS ASSOCIATE AGREEMENT

(k) Business Associate agrees to establish and maintain appropriate administrative, physical and technical safeguards that reasonably and appropriately protected the confidentiality, integrity and availability of electronic PHI. Business Associate will follow generally accepted system security principles and the requirements of the final HIPAA rule pertaining to the security of health information ("the Security Rule", published at 45 CFR Parts 160 – 164), and be in compliance with all applicable requirements of HITECH.

(l) Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides electronic PHI agrees, in writing, to implement reasonable and appropriate safeguards to protect that information.

(m) Business Associate agrees to report any Breach of Unsecured PHI or Successful Security Incident of which it becomes aware to Covered Entity without unreasonable delay, but no later than 30 days after discovery. To avoid unnecessary burden on either party, Business Associate shall report to Covered Entity any Unsuccessful Security Incident of which it becomes aware only upon request of Covered Entity. The frequency, content, and format of the report of Unsuccessful Security Incidents shall be mutually agreed upon by the parties. For purposes of this Agreement, a "Successful Security Incident" includes any Security Incident that results in an unauthorized access, use, disclosure, modification or destruction of electronic PHI or interference with system operations. For purposes of this Agreement, an "Unsuccessful Security Incident" includes Security Incidents that do not result in an unauthorized access, use, disclosure, modification or destruction of electronic PHI or interference with system operations.

3. Specific Use and Disclosure Provisions

(a) Except as otherwise permitted herein or required by law, Business Associate shall use PHI only for the purpose of performing services for Covered Entity as such services are described in the Services Agreement. Business Associate may use PHI for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

(b) Subject to any limitations in this Agreement, Business Associate may disclose PHI to any third party person or entity as necessary to perform its obligations under the Business Arrangements and as permitted or required by applicable federal or state law. Business Associate may disclose PHI for the proper management and administration of the Business Associate, provided that disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of

any instances of which it is aware in which the confidentiality of the information has been breached.

(c) Except as otherwise limited in this Agreement, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 42 CFR 164.504(e)(2)(i)(B).

(d) Business Associate may use PHI to report violations of law to appropriate Federal and State authorities consistent with § 164.502(j) (1) and 164.504(e).

4. Obligations of Covered Entity

(a) Covered Entity shall notify Business Associate of any limitations in its notice of privacy practices of Covered Entity in accordance with 45 CFR 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.

(b) Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.

(c) Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR 164.522 to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

5. Permissible Requests by Covered Entity

Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity, except in connection with Data Aggregation or management and administrative activities of Business Associate otherwise permitted under this Agreement.

6. Term and Termination

(a) *Term.* This Agreement shall be effective as of the date first written above and shall terminate only upon termination of the agreed upon Services Agreement.

(b) *Termination for Cause.* Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall provide an opportunity for Business Associate to cure the breach or end the violation. Covered Entity may terminate this Agreement and the Services Agreement if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity. If Business Associate has breached a material term of this Agreement and cure is not possible,

**EXHIBIT A
BUSINESS ASSOCIATE AGREEMENT**

Covered Entity may immediately terminate this Agreement and the Services Agreement.

7. Effect of Termination

(a) Except as provided in paragraph (2) of this section, upon termination of this Agreement, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.

(b) In the event that Business Associate determines that returning or destroying the PHI is not feasible, Business Associate shall notify Covered Entity and Business Associate shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction, for so long as Business Associate maintains such PHI.

8. Miscellaneous

(a) *Regulatory References.* A reference in this Agreement to a section in the Privacy Rule or Security Rule means the section as in effect or as amended.

(b) *Amendment.* The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Business Associate or Covered Entity to comply with the requirements of the HIPAA Regulations.

(c) *Survival.* The respective rights and obligations of Business Associate under Section 7 of this Agreement shall survive the termination of this Agreement.

(d) *Interpretation.* Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits Business Associate and Covered Entity to comply with the HIPAA Regulations.

IN WITNESS WHEREOF, the Covered Entity and Business Associate have executed this Agreement effective as of the day and year first above written.

“Covered Entity” CITY OF COLLEYVILLE By: _____ Print Name: Jennifer Fadden Print Title: City Manager	“Business Associate” BEACON EMERGENCY SERVICES TEAM, PA D/B/A BEST EMS By: _____ Print Name: Nestor Zenarosa, M.D. Print Title: Chief Executive Officer
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MEMORANDUM OF UNDERSTANDING

For and in consideration of the mutual promises, covenants, stipulations, agreements and understandings, hereinafter set forth, the sufficiency of which is hereby acknowledged by each of the undersigned, **City of Colleyville** (hereinafter referred to as "Entity") and **Beacon Emergency Services Team, P.A. d/b/a BEST EMS** (hereinafter referred to as "BEST"), hereby mutually promise, covenant, stipulate, agree and understand as follows:

I.

BEST will provide the following instructional services:

- A. **One Hundred and Eight (108)** contact hours per year (**Nine (9) hours per month**) of emergency medical services continuing education hours for Entity's personnel, **Twelve (12)** hours per year for PALS/ACLS and **Nine (9)** hours per year for BLS (altogether valued at **Nine Thousand Seven Hundred and Seventy-Two Dollars and 88/100 (\$9,772.88)**);
- B. Continuing education curriculum and training. Class dates and time will be jointly decided by BEST instructional personnel and a designated representative of Entity;
- C. Assigned course materials for all enrolled students, if applicable;
- D. Other classes may be scheduled or developed as agreed upon by both parties;
- E. Record keeping, and course administration;
- F. Qualified and experienced instructors for the classes;
- G. A record of the student's participation in these courses which will be made available upon student's request;
- H. Training equipment and supplies as needed to cover the required laboratory aspects of the courses;

II.

ENTITY will provide:

- A. **Twelve equal monthly payments of Eight Hundred Fourteen Dollars and 41/100 (\$814.41)**, payable within 30 days of receipt of invoice, of which first payment will be due October 1, 2016.
- B. A distraction free classroom space conducive to learning. Audiovisual equipment as requested.

III.

CANCELLATION: Either party may terminate this agreement upon 30 days written notice to the other party for any reason.

IV.

GENERAL GUIDELINES:

- A. The agreement shall begin on **October 1, 2016** and end on **September 30, 2017**;
- B. Entity personnel and instructor schedules should be pre-arranged so as to permit regular class attendance. Drop-ins and dropouts can prove to be disruptive to the other students and the instructors;
- C. In the event of major incident, unforeseen heavy call loads, or severe weather that may necessitate cancellation or alternations of class meetings, rescheduling will be made as soon as possible at a time mutually agreeable to Entity and BEST;
- D. This agreement contains the entire agreement between the parties hereto and supersede any prior agreements, understandings and/or discussions relating to the substance hereof. Any amendment or change to this agreement shall not be enforceable unless it is in writing and signed by both of the parties;
- E. This agreement shall be governed by the laws of the State of Texas and is performable in Tarrant County, Texas and venue for any cause of action in connection with this agreement shall be in Tarrant County, Texas;
- F. This agreement is binding on each of the respective parties hereto, their assigns and successors in interest;
- G. Each of the signatures hereto represent and warrant to the other party that each of them is duly authorized to execute this agreement on behalf of the entity for which they sign.

EXECUTED this _____ day of _____, 2016.

BEACON EMERGENCY SERVICES TEAM, P.A.
D/B/A BEST EMS

By: _____
Nestor Zenarosa, M.D., CEO

CITY OF COLLEYVILLE

By: _____
Jennifer Fadden, City Manager

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos 1 - 4 and 6 if there are interested parties
Complete Nos 1, 2, 3, 5, and 6 if there are no interested parties

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

BEST EMS
COLLEYVILLE, TX United States

Certificate Number
2016-106946

Date Filed:
08/31/2016

Date Acknowledged

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville Fire Department

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract

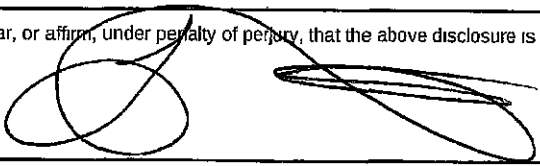
Agreement dated 10-1-2016
Medical Control and Continuing Education

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Fagan, Elizabeth	Dallas, TX United States	X	

5 Check only if there is NO Interested Party ☐

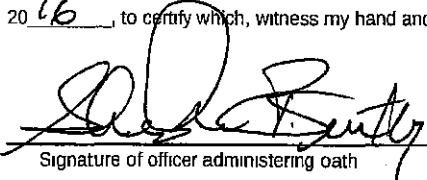
6 AFFIDAVIT

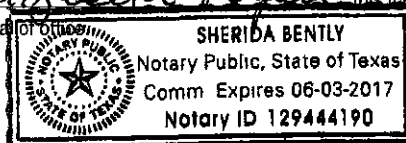
I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct


Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Elizabeth Fagan this the 1 day of September
20 16, to certify which, witness my hand and seal of office


Signature of officer administering oath



Printed name of officer administering oath

Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES**FORM 1295**

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING**

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

BEST EMS
COLLEYVILLE, TX United States

Certificate Number:
2016-106946

Date Filed:
08/31/2016

Date Acknowledged:
09/08/2016

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville Fire Department

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

Agreement dated 10-1-2016
Medical Control and Continuing Education

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Fagan, Elizabeth	Dallas, TX United States	X	

5 Check only if there is NO Interested Party.

☐**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____,
20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4h

Agenda Date 09/20/2016

Number Resolution R-16-4035

Type Resolution

Department Parks and Recreation

Title

Approval of the Grounds Maintenance Mowing Contract with Whitmore and Sons, Inc., in an amount not to exceed \$167,372.50, and authorize the city manager to execute same, and any associated change orders, in an amount not to exceed 25% of the original contract price, subject to the approval of funding in the Fiscal Year 2017 (FY 2017) budget

Strategy Map Connection

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

F2- Invest to provide and maintain high quality public assets

Explanation

Reading and Public Hearing

The 2010 Grounds Maintenance Mowing Contract previously approved by City Council on September 21, 2010 will end on September 30, 2016. The original bid award for the Grounds Maintenance Mowing Contract, in the amount of \$126,090, was awarded to Whitmore and Sons, Inc. The contract contains an option to renew for five (5) additional one (1) year periods, with pricing not to exceed the consumer price index (CPI) of the Dallas/Fort Worth standard metropolitan area, for the previous 12 month period. The initial contract period expired September 30, 2011. All five (5) of the contract renewals were approved and Whitmore and Sons successfully managed the City's mowing needs for the past six (6) years. The contract price for FY 2016 was \$142,483.16.

The new Grounds Maintenance Mowing Contract was advertised for bid on August 17, 2016 and August 24, 2016 in the *Fort Worth Star-Telegram*. Staff contacted four (4) local contractors to inform them the bid was open. Three (3) of the four (4) contractors submitted a bid, one (1) contractor requested a bid packet as a result of the advertisement, but did not bid. The Lawn Firm, Lonestar Landscapes, and Whitmore and Sons submitted a bid. Whitmore and Sons has been managing this contract and is the lowest bid again, for the 2017 bid process. The Grounds Maintenance Mowing Contract price, provided by Whitmore and Sons is \$167,372.50.

The new contract combined Parks and Public Works properties to help with billing and inspection efficiencies. The Parks portion of the contract consists of 59 properties that include parks, City facilities, roundabouts, hardscapes and medians, and right of ways.

The Public Works portion consist of 12 properties; which include, earthen channels, water tower property, and other City owned property. These properties receive different cycle frequencies from 8 to 36 a year, due to priority of maintenance needs and usage type. The scope of work for the Grounds Maintenance Mowing Contract includes mowing, edging, trimming, litter removal, and some herbicide applications in specific locations.

Staff recommends approval of the 2017 Grounds Maintenance Mowing Contract for the initial year, with the five (5) additional one (1) year renewal options.

Attachments include the the Grounds Maintenance Mowing Contract, the FY 2017 bid tab, and Form 1295.

Financial Impact

Services. These funds will pay for the Park property list, that include mowing the same properties at the same service frequency as FY 16 and the addition of maintaining the hardscapes on the medians, right of ways, and the roundabouts. The Parks mowing cost total is \$149,706.50, for an increase of \$ 7,223.34. Funding in the amount of \$7,040.00 has been allocated to maintain the hardscapes. Funding in the amount of \$10,626.00 has been allocated in the proposed FY 2017 Public Works budget, evenly divided between accounts 001-33-10-6226 and 002-61-10-6226, Miscellaneous Contractual Services.

Park/City Property Mowing	\$ 149,706.50
Hardscape Maintenance	\$ 7,040.00
Public Works Property Maintenance	\$ <u>10,626.00</u>
Total Contract Cost	\$ 167,372.50

Recommendation

Approve

Attachments

1. Grounds Maintenance Mowing Contract Copy
2. Bid Tab Mowing Contract 2016
3. Whitmore 1295 Form

SPECIFICATIONS AND CONTRACT DOCUMENTS

for

Grounds Maintenance Contract - Mowing

August 2016



THE CITY OF COLLEYVILLE, TEXAS

Bid # 16-01

TABLE OF CONTENTS

This set of Contract Documents and Specifications should contain, and should be checked for:

<u>Section</u>	<u># of Pages</u>
1) Table of Contents	
2) Notice to Bidders.....	3
3) Instructions to Bidders.....	10 to 15
4) Mowing Specification.....	16 to 25
5) Mowing Worksheets/Properties.....	26 to 33
6) Bid Proposal.....	34 to 38
7) Performance and Payment Bonds	39 to 40
8) Attachment 1 Insurance	41 to 47
9) Certificate of Insurance	48 to 49
8) Property Maps	Attachment
9) Proposed Mowing Schedules.....	Attachment

NOTICE TO BIDDERS

SEALED PROPOSALS responses will be received at the office of the Public Works Department/Engineering Division located on the second floor of City Hall, 100 Main Street, Colleyville, TX 76034 until 10:00 A.M. on Thursday, September 1, 2016 for the purpose of furnishing all labor, materials and equipment and the performing of all work required in the Grounds Maintenance Contract - Mowing, at which time and place the proposals will be publicly opened and read aloud and retained by the City for tabulation, checking and evaluation. Proposals received by the City of Colleyville after the submission deadline will be considered void and unacceptable. The City of Colleyville is not responsible for lateness or non-delivery of mail, courier, etc.

The sealed envelop must be marked:

Bid # 16-01
Grounds Maintenance Contract - Mowing
OPENS, 10:00 a.m. Thursday, September 1, 2016
Colleyville Engineering Conference Room, Second Floor
100 Main Street, Colleyville, TX 76034

Copies of the contract documents (electronic) are available at no cost from Heather Dowell, Parks Manager, email request to hdowell@colleyville.com or request via phone, 817-503-1182.

Proposals will be publicly opened at 10:00 A.M. on Thursday, September 1, 2016 at City Hall in the Engineering Conference Room on the second floor, 100 Main Street, Colleyville, TX 76034.

A cashier's check or acceptable bidder's bond payable to the City of Colleyville, Texas in the amount of not less than 5% of the largest possible total for the bid submitted, must accompany the bid.

In case of ambiguity or lack of clearness in stating proposal price, the Owner reserves the right to adopt the most advantageous service thereof, or to reject any or all bids. No bid may be withdrawn within ninety (90) days after date on which bids are opened.

ADVERTISEMENT DATES:

August 17, 2010

August 24, 2010

INSTRUCTIONS TO BIDDERS

1. **OPENING PLACE, TIME AND DATE** - The City will conduct a public bid opening at the location, time and date as specified on the first page of the request. Bidders are encouraged to attend. A tabulation of the bid responses received at the time and date of the opening will be made available to all bidders at a later date.
 2. **LATE PROPOSALS** - Proposals received by the City of Colleyville after the submission deadline will be considered void and unacceptable. The City of Colleyville is not responsible for lateness or non-delivery of mail, carrier, etc.
 3. **WITHDRAWAL** - A proposal may not be withdrawn or cancelled by the bidder without permission of the City for a period of ninety (90) days following the date designated for receipt of bids, and bidder so agrees upon submittal of their bid.
 4. **CONTRACT** - This bid, accompanying documents, and any negotiated terms, when properly accepted by the City of Colleyville, shall constitute a contract equally binding between the successful bidder(s) and the City of Colleyville. No different or additional terms will become a part of this contract with the exception of Change Orders.
 5. **DEFAULT** - The City of Colleyville reserves the right to enforce the performance of this contract in any manner prescribed by law or deemed to be in the best interest of the City in the event of breach or default of this contract. The City of Colleyville reserves the right to terminate the contract immediately in the event the successful bidder fails to:
 1. Substantially meet delivery or completion schedules
 2. Otherwise, substantially perform in accordance with the accepted bid
- Breach of contractor or default authorizes the City to award to another bidder, purchase elsewhere and charge the full increase in cost and handling to the defaulting party.
6. **PRICES HELD FIRM** - The City reserves the right to require that submitted bids remain in force for a ninety (90) day period after opening or until award is made; whichever occurs first.
 7. **RESOURCE CONTACT** - All information and/or questions pertaining to this bid shall be directed to the City of Colleyville Parks Department 817.503.1182, attention Heather Dowell, Parks Manager. It is the bidder's responsibility to seek clarification of any uncertain terms.
 8. **NEGOTIATION** - Any attempt to negotiate or give information on the contents of this bid with the City or its representatives prior to award shall be grounds for disqualification.
 9. **TAX EXEMPT** - The City of Colleyville is exempt from all sales and excise taxes. Tax exempt forms are available upon request.
 10. **FORMS PROVIDED** - All bids must be submitted on the forms provided to insure uniformity and comparability of responses. Bids may be rejected if they show any omissions, alterations in wording, conditional clauses, or irregularities of any kind.

11. **PRICE FIXING** - In submitting a bid response to this request, the bidder thereby certifies that the bidder has not participated in nor been party to any collusion, price fixing, or any other agreements with any company, firm, or person concerning the pricing on the enclosed bid.
12. **GRATUITIES** - The City may, by written notice to the successful bidder, cancel this contract without liability to successful bidder if it is determined by City that gratuities in the form of entertainments, gifts or otherwise, were offered or given by the successful bidder, or any agent or representative of the successful bidder, to any officer or employee of the City with a view towards securing or amending, or the making of any determinations with respect to the performance of such a contract.
13. **CONFLICT OF INTEREST** - No public official shall have an interest in this contract, in accordance with Vernon's Texas Code Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.
14. **WARRANTY PRICE** - The price to be paid by the City shall be that contained in successful bidder's bid which successful bidder warrants to be not higher than the successful bidder's current prices on orders by others for products of the kind and specification covered by this agreement for similar quantities under similar or like conditions and methods of purchase. In the event successful bidder breaches this warranty, the prices of the items shall be reduced to the successful bidder's current prices on orders by others, or in the alternative, City may cancel this contract without liability to successful bidder for breach of successful bidder's actual expense.
15. **FORCE MAJEURE** - Neither party shall be required to perform any term, condition or covenant in this contract so long as such performances are delayed or prevented by force majeure, which shall mean acts of God, strikes, lockouts, material or labor performance restrictions by any governmental authority, civil riots, floods, and any other cause not reasonably within the control of the party required to perform and which by the exercise of due diligence said party is unable, wholly or in part, to prevent or overcome.
16. **APPLICABLE LAW** - This agreement shall be governed by the Uniform Commercial Code. Wherever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas as effective and enforce on the date of this agreement.
17. **TAXES, UNEMPLOYMENT BENEFITS, ETC.** - The successful bidder hereby accepts exclusive liability for, and agrees to indemnify the City against liability for the payment of any and all contributions or taxes for unemployment insurance, old age pensions or annuities or other purposes now or hereafter imposed by the Government of the United States and/or by the Government of any State of the United States, which are in whole or in part measured by and/or based upon the wages, salaries, or other remuneration paid to persons employed by the successful bidder on work in connection with this order.
18. **ANTI-DISCRIMINATION** - The successful bidder, in performing the work required hereunder, shall comply with the provisions of Executive Order Number 11246, and shall not discriminate against any employee or applicant for employment because of religion, race, sex, age or national origin.
19. **INVOICING AND PAYMENTS** - Invoicing is to be provided in duplicate to the City of Colleyville, Parks and Recreation Dept., 5109 Bransford Road, Colleyville, Texas 76034. The payment terms are net 30 days, unless otherwise stated on the first page of Bid Proposal section. Net 30 days means payment must be postmarked by the City no later than 30 days after receipt of correct invoicing or receipt of ordered supplies, whichever occurs later.

20. **FAIR LABOR STANDARDS ACT** - The successful bidder warrants that the materials covered by this order have been produced in compliance with the requirements of the Fair Labor Standards Act of 1938, as amended.
22. **LIENS** - The successful bidder agrees to and shall indemnify and hold harmless the City against any and all liens and encumbrances for all labor, goods, and services which may be provided under the request, by seller or seller's vendor(s) and if the City requests, a proper release of all liens or satisfactory evidence of freedom from liens shall be delivered to the City.
23. **MODIFICATIONS AND AMENDMENTS** - Purchaser shall have the right to modify this order subject to an adjustment in the price in accordance with the applicable provisions of the Purchase Order, if any, or pursuant to mutual agreement. No agreement or understanding to modify this order shall be binding on the Purchaser unless in writing and signed by the Purchaser or Purchaser's authorized agent.
24. **PATENT INDEMNITY** - The successful bidder hereby warrants that the use or sale of the products and materials delivered hereunder will not infringe claims of any patent covering such materials, and the successful bidder agrees to indemnify and hold harmless the City for any and all costs, expenses, judgments, and damages which the City may have to pay or incur.
25. **FACSIMILE** - The City will not accept bid responses or alterations to a bid via a facsimile machine. The facsimile machine is available for information inquiries only. The existing facsimile machine does not have the capability of "FAX Mail". No bid responses received via the facsimile machine will be considered.
26. **ALTERING BIDS** - Bids cannot be altered or amended after submission deadline. Any interlineation, alteration, or erasure made before opening time and date, must be initialed by the signer of the bid, guaranteeing authenticity.
27. **CHANGE ORDERS** - No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All change orders to the contract will be made in writing by the City Parks Department.
28. **ACCEPT/REJECT BIDS** - The City reserves the right to accept/reject any or all bids or parts of bids and to waive informalities in the bidding process.
29. **RETURN FORMS** - Bidders are required to return all pages and forms of this bid package. It is recommended that bidders retain a copy of the bid response for reference purposes.
30. **ASSIGNMENT** - The successful bidder shall not sell, assign, transfer or convey any contract resulting from this bid, in whole or in part, without the prior written consent of the City of Colleyville.
31. **VENUE** - This agreement will be governed and construed according to the laws of the State of Texas. This agreement is performable in the City of Colleyville, Tarrant County, Texas, and venue shall lie in Tarrant County, Texas.
32. **PERFORMANCE** - Bids must comply with all federal, state, county and local laws. Any vehicles or equipment shall contain all standard safety, emission, and noise controls required for these

types and sizes of equipment at the time of their manufacture. The contractor agrees, during the performance of work or services, to comply with all applicable codes and ordinances of the City, County or State of Texas as they may apply, as these laws now read or as they may hereinafter be changed or amended.

33. SILENCE OF SPECIFICATIONS - The apparent silence of these specifications as to any detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of these specifications shall be made on the basis of this statement.

In case any one or more provisions contained in the contract shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not effect any other provision thereof and this contract shall be considered as if such invalid, illegal, or unenforceable provision had never been contained herein.

34. BID SECURITY - Each bid shall be accompanied by a Cashiers Check or Certified Check made payable to the City of Colleyville, Texas, or by bid bond, dually executed by the bidder as principal and having as surety thereon a surety company approved by the City of Colleyville in the amount not less than five percent (5%) of the total amount of the bid. The bid security must be enclosed in the same envelope with the bid. **Bids without check or bid bond will not be considered.**

All bid securities will be returned to the respective bidders within sixty (60) days after the bid opening, except those which the City of Colleyville elects to hold until the successful bidder has executed a contract. No bid will be considered unless it is accompanied by the above mentioned bid security.

35. PERFORMANCE AND PAYMENT BONDS - Unless otherwise specified, it is agreed by the parties to the contract resulting from this bid that the contractor will execute separate performance and payment bonds, each in the sum of one hundred percent (100%) of the total contract price, in standard forms for this purpose, guaranteeing faithful performance of the work and the fulfillment of any guarantees required, and further guaranteeing payment to all persons supplying labor and materials or furnishing any equipment in the execution of the contract, and it is agreed that this contract shall not be in effect until such performance and payment bonds are furnished and approved by the City of Colleyville. Unless otherwise approved in writing by the City of Colleyville, the surety company underwriting the bids shall be acceptable according to the latest list of companies holding certificates of authority from the Secretary of the Treasury of the United States.

Unless otherwise specified, the cost of the premium for the performance and payment bonds shall be included in the contractor's bid proposal.

36. The notice of award of contract shall be given by the OWNER within sixty (60) days following the opening of bids.
37. Each Bidder must provide the information as detailed in the Bid Proposal. This bid, accompanying documents, and any negotiated terms, when properly accepted by the City of Colleyville, shall constitute a contract equally binding between the successful bidder(s) and the City of Colleyville. No different or additional terms will become a part of this contract with the exception of Change Orders.

38. Bidders should carefully examine the specifications and other documents, visit the site of the work, and fully inform themselves as to all conditions and matters which can in any way affect the work or the costs thereof.
39. Bidders desiring further information, or specifications must make a request for such information in writing to the Parks Superintendent prior to forty-eight (48) hours before the bid opening. Should a bidder find discrepancies in, or omissions from, the specifications, or other contract documents, or should he be in doubt as to their meaning, he should at once notify the Parks Superintendent in order that a written Addendum may be sent to all bidders. Any Addenda issued prior to forty-eight (48) hours of the opening of bids will be mailed or delivered to each BIDDER contemplating the submission of a proposal of this work. The proposal as submitted by the BIDDER will be so constructed as to include any Addenda if such are issued by the Parks Superintendent prior to forty-eight (48) hours of the opening of bids.
40. Within ten (10) days of receipt of notice of award of contract, the Contractor must provide, along with executed contract documents and appropriate bonds, proof of insurance for Worker's Compensation and Comprehensive General Liability Insurance in the amounts required in the General and Supplementary Conditions. An insurance form is provided in this set of bid documents. If this form is not used and another form substituted, all information requested and cross-outs shown on our form shall be required. The City reserves the right to request any other insurance coverage as may be required by each individual project.
41. Contractor covenants and agrees to, and does hereby, indemnify, hold harmless and defend Owner, its officers, agents, servants and employees, from and against any and all claims or suits for property damage or loss and/or personal injury, including death, to any and all persons, of whatsoever kind or character, whether real or asserted, arising out of, or in connection with, directly or indirectly, the work and services to be performed hereunder by Contractor, its officers, agents, employees, contractors, subcontractors, licensees or invitees, whether or not caused, in whole or in part, by alleged negligence on the part of officers, agents, servants, employees, contractors, subcontractors, licensees and invitees of the Owner; and said Contractor does hereby covenant and agree to assume all liability and responsibility of owner, its officers, agents, servants and employees for property damage or loss, and /or personal injuries, including death, to any and all persons of whatsoever kind of character, whether real or asserted, arising out of or in connection with, directly or in directly, the work and services to be performed hereunder by the Contractor, its officers, agents, employees, contractors, subcontractors, licensees and invitees, whether or not caused, in whole or in part, by alleged negligence of officers, agents, servants, employees, contractors, subcontractors, licensees or invitees of the Owner. Contractor likewise covenants and agrees to, and does hereby, indemnify and hold harmless Owner from and against all injuries, loss or damages to property of the Owner during the performance of any of the terms and conditions of this Contract, whether arising out of or in connection with or resulting from, in whole or in part, any and all alleged acts or omissions of officers, agents, servants, employees, contractors, subcontractors, licensees, or invitees of the Owner.

In the event a written claim for damages against the Contractor or its subcontractors remains unsettled at the time all work on the project has been completed to the satisfaction of the Parks Superintendent, as evidenced by a final inspection, final payment to the Contractor shall not be recommended by the Parks Superintendent for a period of 30 days after the date of such final inspection, unless the Contractor shall submit written evidence satisfactory to the Parks Superintendent that the claim has been settled and a release has been obtained from the claimant involved.

Although the claim concerned remains unsettled as the expiration of the above 30 day period, the Contractor may be deemed to be entitled to a semi-final payment for work completed, such semi-final payment to be in an amount equal to the total dollar amount then due less the dollar value of any written claims pending against the Contractor arising out of the performance of such work, and such semi-final payment may then be recommended by the Parks Manager.

The Parks Manager shall not recommend final payment to a Contractor against whom such a claim for damage is outstanding for a period of six months following the date of the acceptance of the work performed unless the Contractor submits evidence in writing satisfactory to the Parks Manager that:

- (1) The claim has been settled and a release has been obtained from the claimant involved, or
- (2) Good faith efforts have been made to settle such outstanding claims, and such good faith efforts have failed.

If condition (1) above is met at any time within the six-month period, the Parks Manager shall recommend that the final payment to the Contractor be made. If condition (2) above is met at any time within the six-month period, the Parks Manager may recommend that the final payment to the Contractor be made. At the expiration of the six-month period the Parks Manager may recommend that final payment be made if all other work has been performed and all other obligations of the Contractor have been met to the satisfaction of the Parks Manager.

The Parks Manager may, if deemed appropriate, refuse to accept bids on other City of Colleyville Contract work from a Contractor against whom a claim for damages is outstanding as a result of work performed under a City Contract.

44. Contractor will be responsible for supplying and placing all necessary barricades to conform to the latest edition of the Texas Department of Transportation's Uniform Traffic Control Devices booklet procedures if necessary.
45. The Contractor shall provide one person, with authority to make decisions, to be in charge from the beginning to the end of this contract. This person shall supervise the work site at all times to coordinate all phases of the work performed each day.

GROUNDS MAINTENANCE CONTRACT - MOWING INSTRUCTIONS TO BIDDERS

INSTRUCTIONS TO BIDDERS

1. The Bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price
 - b. Operational Plan
 - c. Results of reference checks
 - d. Experience
 - e. Bidder's past performance record with the City
 - f. City's evaluation of the Bidder's ability to perform
2. The City of Colleyville may make such investigations as it deems necessary to determine the ability of the Bidder to provide satisfactory performance in accordance with specifications, and the Bidder shall furnish to the City all such information and data for this purpose as the City may request.
3. **Bidders are to bid on all items as specified. Bids will be awarded to one bidder based on the total bid.**
4. The contract period will begin October 1, 2016 and continue through September 30, 2017. All pricing will remain firm throughout the contract period. The contract may be extended by mutual agreement of both parties for up to five (5) additional one (1) year periods. The Contractor shall submit the renewal proposal with price changes, and justification for price increase to the Parks and Recreation Department no later than August 15th of each year. Increases in contract pricing shall not exceed the consumer price index of the Dallas/Fort Worth standard metropolitan area for the previous twelve-month period.
5. The contract may be cancelled by either party upon forty-five (45) days written notification. The City reserves the right to cancel the contract immediately if the City determines in its sole discretion, that the successful bidder is not fulfilling the assigned responsibilities under this agreement.
6. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably municipalities in the Dallas/Fort Worth metroplex area.
7. Contractors bidding on these items shall have a minimum of five (5) years consecutive experience in landscape maintenance, which includes manicured turf maintenance.

8. Contractor shall have successfully completed a landscape maintenance contract of similar size and scope of these specifications.
9. Contractor must submit, with bid, a completed list of equipment to be used for this contract, on Maintenance and Support Equipment Form. Make additional copies of this form if required.
10. ALTERATION OF WORK – The City of Colleyville reserves the right to limit work scheduled within a cycle in any area at any time or reduce number of mowing's for specific property or when the area in question is under construction or development. Charges for partial areas maintained shall meet the percentage of property with the percentage of cost per cycle.
11. PRE-BID CONFERENCE – A pre-bid Conference will be held at 9:30 a.m. on Thursday, August 25, 2016 to discuss this bid and answer any questions potential bidders may have regarding the terms, conditions and specification requirements contained in the bid document. The conference will be held at the Park Office located at 5109 Bransford Rd., Colleyville, TX. 76034. ALL BIDDERS ARE ENCOURAGED TO ATTEND. It is the contractor's responsibility to acquaint themselves with the various facilities and grounds and ask any questions during this meeting.

REFERENCES

Name of Company/City City of Arlington

Address of Company/City 717 N Main St

Arlington Tx 76004

Contact Person Randy Villarreal

Telephone Number including area code (817) 721-9347

Name of Company/City City of Irving

Address of Company/City 5964 N O'Connor

Irving Tx 75039

Contact Person Chuck Majors

Telephone Number including area code (972) 721-7873

Name of Company/City City of Burleson

Address of Company/City 141 W Reno

Burleson Tx 76028

Contact Person Johnny West

Telephone Number including area code (817) 917-8239

12. **PREFERENTIAL REQUIREMENT** - The City of Colleyville, as a governmental agency of the State of Texas, may not award a contract for general construction, improvements, services, or public works projects or purchases of supplies, materials or equipment, to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (2252.002 Texas Government Code). Bidder shall answer the following questions by encircling the appropriate response or completing the blank provided:

- 1) Is your principal place of business in the State of Texas? Yes No
- 2) If the answer to question 1 is 'yes', no further information is necessary; if 'no', please indicate the following:
- a. In which state is your principal place of business located: _____
- b. Does that state favor resident bidders (bidders in your state) by some dollar increment or percentage? Yes No
- c. If 'yes', what is that dollar increment or percentage? _____

COMPANY INFORMATION

How long has your company been in business?	35 years +
Is your company local, regional or national?	regional
In what cities/states does your firm operate?	Dallas / FW / Houston
Where is your company headquarters located?	1501 Baccarat Ct Euless TX 76033
Has your company performed work for any other city government?	yes
How many years of experience in the landscape industry does the company's upper management personnel have?	15
What is the experience of the Manager who would be working on this contract if awarded to your company? You may submit a resume if desired.	15

13. PERSONNEL REQUIREMENTS - All maintenance and management personnel assigned to this contract shall meet the following standards:

- (a) Contractor shall provide a licensed applicator licensed through either the Texas Department of Agriculture or the Structural Pest Control Board.
- (b) Personnel making pesticide/herbicide applications or performing landscaping shall have on their person, a license and/or certification.
- (c) All personnel will utilize appropriate safety equipment at all times.
- (d) Contractor shall have emergency personnel available 24 hours per day, seven days per week. Contractor shall provide the City with "after hour" contacts.
- (e) While on-site, all personnel shall be uniformed and generally neat in appearance and professional in behavior.
- (f) All lunch and break periods taken shall be within areas approved by the City.

PERSONNEL INFORMATION

Please indicate the number of full time personnel in the following categories. All responses to this section apply to Colleyville operations only.

Management 2 Administration 2 Maintenance Staff 8

Other staff defined as _____

Describe your hiring and screening process. What qualifications do you look for in an employee?

We conduct a verbal & an equipment use interview, and check references with former employers. We only hire experienced & dependable workers.

Describe the types of training programs you provide your employees? Where is the training conducted? How often is it conducted?

We perform an insurance-sponsored "kick-off" meeting at the beginning of the season here at our office. We also conduct tailgate safety meetings weekly in our office to cover various pertinent topics.

Does your company enlist the services of any contract labor force?

We use H2B labor, a government-regulated foreign worker program.

What is your company policy regarding drug testing/abuse?

We do random testing. Offenders are terminated

15. **CONTRACT ADMINISTRATION:**

Under this contract, the City of Colleyville will appoint the Parks Manager or his/her designee as contract administrator with the designated responsibility to ensure compliance with performance of contract requirements. Such responsibilities will include, but will not be limited to, the inspection and acceptance of all services performed under this contract. If an area is found to be unsuitable or incomplete in the service required by this contract, the CONTRACTOR will be called back without additional charge to the City. The contract administrator will serve as liaison between the City and the Contractor.

GROUNDS MAINTENANCE CONTRACT - MOWING SPECIFICATIONS

SCOPE AND INTENT - The intent is to describe the minimum specifications for grounds maintenance contract for the City of Colleyville Parks.

It is also the intent under these specifications that the contractor shall provide a complete and professional job for each grounds maintenance task assigned by the Parks Department. The omission, within a bid submittal of specific reference to any equipment, materials, or labor necessary for performance of contract per specifications, shall not relieve contractor of responsibility for furnishing such equipment, materials, or labor.

Grounds maintenance contract mowing at City Park located at 5205 Bransford Road and the Pleasant Run Soccer Complex located at 6501 Pleasant Run Road shall not include the mowing of league athletic game fields. The athletic fields shall be maintained by City staff. All other property in general areas on these sites shall be included in the bid.

REQUIREMENTS:

1. The successful bidder shall be responsible for mowing all designated turf areas; edging all turf along walks, curbs, plant beds, signs and other obstacles; removing all litter, fallen limbs from the entire property and hauling such debris away. Turf areas, which cannot be maintained with mowing equipment, shall be cut to specified turf height using a string-line trimmer. The property is to be free of windrows and chopped paper. Litter must be removed from turf before mowing. The successful bidder shall leave the area with a finished appearance with walks and curb areas appearing to have been swept. The successful bidder shall not simply blow litter, leaves, clippings, etc. into the streets or other property. All expansion joints, bridge abutments, light poles, signs, irrigation control boxes and equipment, irrigation valve box covers, trees and other maintenance barriers that fall within these designated grounds maintenance areas will also require trimming of grass and weeds on the specified maintenance schedule unless otherwise specified by the Parks Department. Grass and weeds growing over irrigation valve box covers shall be trimmed back to edge where valve box meets soil. Grass and weeds in expansion joints shall be cut flush with the pavement or treated with an approved herbicide.
2. The successful bidder shall pick up and remove all broken glass from paved areas and turf. Any hazardous condition or any damage to City property is to be reported to the designated City department representative.
3. The successful bidder shall maintain all properties with water features up to the waters edge.

4. Unless otherwise instructed, the successful bidder shall accomplish all tasks and, mowing cycles per schedules as agreed to by the designated City department representative.
5. The successful bidder and designated City department representative will agree on a regular day and time for maintenance at each location. The schedule may be agreed on each week or each month. Any variance from the prescribed schedule will require a minimum of twenty-four (24) hour advance notification to the designated City department. A weekly approved property list will be provided by the Parks Department. Maintenance cycles shall be completed as specified by the Parks Department and awarded for each area. If wet weather renders grounds too soft to carry weight of maintenance equipment without rutting, contractor shall not perform maintenance when wet grounds conditions will cause serious damage to grounds, turf, and irrigation equipment or other City infrastructure. Contractor shall notify the City of any significant delays (greater than 24 hours) in the maintenance schedule resultant from wet conditions.
6. Wildflowers of significant stands are not to be mowed from March through June. Contractor will consult with City and receive approval before mowing any areas containing wildflowers in bloom.
7. The successful bidder will be required to e-mail a designated City department representative to report work accomplished daily as maintenance is accomplished under this agreement. EXCEPTION: Work specified for weekends only will be reported to the designated City representative on the following Monday.
8. The successful bidder shall set mowing equipment to cut Bermuda grass areas to a height of one and one-half inches (1-1/2") unless otherwise instructed by the designated City representative. St. Augustine grass shall be cut at a two and one-half inch height (2-1/2") or as instructed by the designated City representative. Pleasant Run Practice Fields and Reagan Park Practice Fields shall be mowed at a height of one inch (1"). All changes in mowing height to be approved by the City department representative. All mowing must conclude by the end of the Parks Department workday. EXCEPTION: Work specified for weekends only must be completed by Sunday.
9. Edging along curbs and sidewalks must be cut with steel blade equipment to give a vertically cut edge.
10. The successful bidder will not be permitted to mow within 18" of each tree in order to avoid damage to the trees.

11. The successful bidder shall be responsible for any damage done to plant material or other property during the maintenance operation. The successful bidder shall be responsible for replacement of all trees, shrubs, and groundcover destroyed by the successful bidder, employees or agents of the successful bidder during the maintenance operation. Trees and shrubs must not be bumped or marked by mowing, trimming or edging equipment. The successful bidder must report damage immediately to the designated City department representative. Damage to trees, tree collars and tree water bags will be assessed at \$50.00 for each instance. If extensive damage results from contractor actions, the Park Manager will assess the damages and charge the contractor based on the ISA appraisal formula. Contractor shall give instruction and insure that all maintenance personnel refrain from string trimming around tree trunks in a manner which disturbs or damages tree bark. Contractor shall also give instruction to their maintenance personnel and insure that no trees are damaged during mowing operations. Tree wells damaged during contract performance shall be restored to their original condition, by the contractor, at no additional charge to the City. Such restoration shall be completed within two (2) working days after damage occurred.
12. The successful bidder shall furnish all supplies, tools, and equipment to be used on the job. No chemicals, herbicides (weed-killers), insecticides, fungicides, or fertilizers are to be used without the written approval of the City department representative. Expansion joints and paver areas, are the only locations to be sprayed to eradicate weeds without City department approval.
13. The successful bidder shall not transfer or assign these grounds maintenance responsibilities to others without prior written consent of the City department representative.
14. The successful bidder shall comply with all applicable governmental laws and regulations.
15. The City shall not be liable for any loss or damage sustained by the successful bidder. The successful bidder/contractor shall hold the City harmless from any and all claims for liability or damage of whatsoever nature and kind, including cost of court and attorney's fees, suffered or asserted to have been suffered by any person or to any property of any person whomsoever, growing out of or resulting from or in any way connected with their performance of work under this agreement. The successful bidder shall exercise every necessary precaution for the safety of the work site and the protection of any kind and all persons and/or property located adjacent to or making passage through the work site. All mowing equipment is to have functional debris deflectors in place at all time. Deflectors are to be standard, manufacturer approved equipment.
16. All maintenance equipment, operating on public Colleyville streets or rights of ways, shall display approved slow moving equipment symbols, flags and other safety equipment as required.

17. All grounds maintenance personnel shall wear approved orange safety vests while operating equipment on City medians or rights of ways. Contractor shall be responsible for placing signs and/or traffic cones as necessary while performing maintenance on City medians, parkways, and rights of ways. No passengers shall be allowed on tractors or other mowing equipment.
18. The Contractor shall be responsible for providing traffic control, where necessary, during median and right of way operations consistent with the provisions set forth in the "1980 Texas Manual on Uniform Traffic Control Devices for Streets and Highways" issued under the authority of the "State of Texas Uniform Act Regulating Traffic on Highways", codified as Article 6701d Vernon's Civil Statutes, pertinent sections being Section Nos. 27, 29, 30 and 31.
19. The successful bidder must provide a valid telephone number and address at all times to the designated City department representative. The telephone number must be answered during normal working days, at least to take a message.
20. The successful bidder shall submit an invoice for the month that maintenance was completed within ten (10) days after completion of that month for a monthly payment.
21. The successful bidder shall operate as an independent contractor and not as an agent, representative, partner or employee of the City, and shall control the operations at the work site, and be solely responsible for the acts of omissions of the successful bidder's employees or agents.
22. Unit prices are to reflect the charges for mowing and associated tasks at each location.
23. A bid response constitutes understanding and acceptance of all terms, conditions, instructions and specifications contained in this Request for Bid.
24. The successful bidder(s) will be responsible for any damages to the irrigation system(s) due to negligence on the part of the bidder or the bidder's representative. Any damage to an irrigation system is to be reported immediately to the City department representative.
25. All mowing is to be accomplished Monday through Friday, weather permitting. Maintenance at City Hall complex will be performed before/after hours of operation or on weekend.
26. It shall be mandatory that a review of the contracted areas be conducted prior to beginning the first mowing cycle. Such a review shall be attended by the successful bidder and the assigned inspector.
27. The City representative reserves the right to cancel scheduled mowing cycle on a week-to-week basis, based upon need, prevailing weather conditions and available funding. Contract is pay as perform for all maintenance tasks.

28. **QUALITY ASSURANCE** - The grounds will be inspected by the appropriate City representative to insure compliance with the specifications after each mowing.
29. After fertilization and/or abundant rainfall, it may be necessary to mow some areas twice per week in lieu of once per week. The Parks Department representative will specify to the contractor which areas will need additional mowing.
30. Under the provisions of the City of Colleyville hike and bike trail agreement with the Dallas Area Rapid Transit (DART), the successful bidder will be required to obtain certification from the Fort Worth and Western Railroad in order to work in railroad tracks right of ways. Federal regulations under Roadway Worker Protection 49 CFR Part 214 specifies anyone working within 25 feet of a railroad track must be trained and tested regarding their knowledge of these regulations.
31. **Contractor shall ONLY cross railroad tracks at roadway intersections.**

EXAMINATION OF SITE AND CONDITIONS: Before submitting bid, bidders should:

1. Carefully examine the specifications and the contract documents, including the proposal form.
2. Be fully informed of existing conditions and limitations.
3. Visit the site of work. Determine routes of ingress and egress for completing entire project.
4. Include in the proposal, sufficient compensation to cover all work and guarantee items required by the agreement.
5. Include contractor's site examinations, measurements and prior professional experience in submitting bid.

METHOD OF AWARD – BEST VALUE RANKING APPROACH

The City of Colleyville intends to award a contract to the vendor who provides goods and services at the best value for the City of Colleyville. The City may choose to award the contract based on the lowest responsible bid or the best value ranking, whichever is deemed to be in the best interest of the City. In determining the best value for the City of Colleyville, the City will consider price and relevant experience/references to the extent to which the goods and services conform to the specifications herein.

Measurable criteria are used to determine the best value ranking. The measurable criteria are added together to determine the vendor's total score. The vendor with the highest score has the highest ranking. The award shall be made to the vendor with the highest ranking. If there is only one response to the solicitation, the evaluation process may be waived and award may be made to the only responsive, responsible vendor.

An agency evaluation committee, or a designated individual, will evaluate the information provided by the vendor(s) in response to the established measurable criteria contained in the

solicitation. If more than one evaluator is used then the combined score of all evaluators for each vendor is the score to be used to determine the ranking for the vendor. Award will be made to the vendor with the highest ranking.

MEASURABLE CRITERIA

Price	50 points (percent)
Operational Plan	35 points (percent)
Experience/References	15 points (percent)

Each vendor is responsible for submitting all relevant, factual, and correct information with their bid. The evaluation committee will assign a ranking score to each vendor based on the available data. If additional sheets are attached to the bid specification package, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

Price (50 points) the bidder with the lowest price receives the maximum score. The bidder with the next lowest price receives points based on dividing his price into the next lowest price and multiplying that percentage by the available points, for example, assume \$50,000 is the low offer, then that bidder would receive 50 points ($\$50,000/\$50,000=1.00 \times 50=50$). Assume \$55,000 is the next low offer, then that bidder would receive 45.5 points ($\$50,000/\$55,000=0.91 \times 50=45.5$), etc.

Operational Plan (35 points) 35 points will be the maximum point value given to the bidder. The bidders point value will be based on their measured score. Evaluation of the operational plan shall be based on submittals regarding the following information:

1. Company Information
2. Equipment to perform contract requirements
3. Number of employees to perform contract requirements / Personnel Information
4. References
5. Experience with contracts similar in size and scope

Failure to meet any of the above requirements may result in bidder receiving zero points in this area.

References (15 points) 15 points will be the maximum point value given to the bidder with the highest rated customer satisfaction and past performance with the City and/or relevant information provided by the client references who have done similar scope and size of work as specified herein. The bidders point value will be based on their measured score.

Failure to include references shall cause the bid to be considered non-responsive.

BID EVALUATION

The City reserves the right to accept or reject in part or in whole any bid submitted, and to waive any technicalities for the best interest of the City. The City reserves the right to determine "or equal" status.

CONTRACTOR SELECTION

If awarded, the contract shall be based on the City's evaluation criteria of price, experience/references and compliance with bid requirements. A responsive bidder shall have submitted a complete sealed bid packet within the stated timeline and in accordance with the bid specifications. A responsible bidder shall demonstrate the ability to successfully deliver the supplies, equipment and/or services being procured.

A **responsive** bidder is defined to be one who submits a completed sealed bid packet within the stated time deadline and in accordance with the bid specifications.

A **responsible** bidder is defined to be one who demonstrates via their responses to the selection criteria his or her ability to successfully deliver the supplies, equipment, or services being procured.

BIDDERS QUALIFICATION REQUIREMENTS

Each bidder is responsible for submitting all relevant, factual and correct information with their bid. The below listed criteria will be assessed by the vendors submitted data. If additional sheets are attached to the bid specification, the bidder shall clearly cross-reference the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.)

1. Landscape Maintenance Service Contractor shall have a minimum of five (5) consecutive years experience in landscape maintenance, which includes manicured grass maintenance.
2. Contractor shall have successfully completed a landscape maintenance contract of similar size and scope of these contract specifications.
3. Contractor must submit with their bid, a list of equipment to be used for this contract. The list of equipment should include type of equipment, quantity, manufacturer, hours of usage, and equipment age (year). Equipment can be subject to inspection by the City representative. Contractor may use attached "Maintenance and Support Equipment" form.
4. Contractor shall have in his or her employment at the time of bid the minimum number of employees to successfully execute the bid as specified.
5. Contractor shall provide a minimum of three (3) current references with the bid. References shall be from clients the contractor has served in a similar capacity within the last 24 months, preferably municipalities in the Dallas/Fort Worth metroplex area.

CONTRACTOR'S RESPONSIBILITY FOR WORK

1. The Contractor shall be responsible for the complete performance of all of the work under the Contract.
2. Contractor shall be responsible for furnishing all tools, equipment, labor, supplies and incidentals required to complete the work.

CANCELLATION

The Contractor shall strictly comply with the provisions of the contract with an adequate number of quality personnel and equipment to perform the work described in these specifications. Non-performance or non-compliance with the requirements of this specification by the awarded vendor shall be basis for the termination of the contract by the City immediately.

The Contractor shall be given forty-eight hours following receipt of notification of default in which to remedy the deficiencies. If the deficiencies are not remedied as a result of the notification, the contract shall be terminated.

At the discretion of the City, subsequent notification(s) may be issued upon the occurrence of each default(s) and the contractor shall have forty-eight hours following receipt of the second notification to remedy the deficiencies. If deficiencies are not remedied following the subsequent notification(s) period, the Contractor shall be deemed in default of the contract and the contract shall be terminated.

The City shall not pay for services that are deemed by the City to be unsatisfactory. Vendors will be given reasonable opportunity, before termination, to correct any deficiencies; however, this in no way may be construed as negating the basis for cancellation.



OPERATIONAL PLAN

City of Colleyville, Texas

Annual Contract for Grounds Maintenance

Bid# 16-01



1. INTRODUCTION

This plan will serve as a guideline detailing the protocol and implementation of all aspects involving the completion of mowing services for the City of Colleyville, as detailed in the RFP. Whitmore Commercial Landscape will ensure all labor and equipment are provided for successful completion of these services.

2. OPERATION DETAILS

In general, work will commence at 7 a.m. or at dawn, should there not be sufficient daylight at 7 a.m. to safely operate equipment on City streets. Whitmore crews operate from 7 a.m. to 6 p.m., Monday through Thursday. Operation after 6 p.m. and on Friday, Saturday and Sunday are optional, should inclement weather or other factors delay completion of contracted services during normal operating hours.

Specifically, Whitmore will provide up to two crews of four men each to complete the contracted services. Service days will be Monday through Thursday, with a mixture of properties with different frequencies, to allow for the most economical and efficient schedule to complete the contracted services.

A detail of Whitmore's normal service schedule, pertaining to day of the week and order in the day of service, will be provided upon request. This normal service schedule excludes delays inclement weather or other impeding factors.

Vehicle staging areas will be primarily along service roads where traffic is lightest, utilizing City of Colleyville property and defined pull-off areas where available. Open private parking areas will not be used, unless permission is granted to Whitmore in writing by the property owner. At no time will Whitmore vehicles be staged in an area that presents a hazard or impediment to pedestrian or vehicle traffic. Proper vehicle signage and safety cones will be used at all times, to alert traffic to our crews and vehicles in the area.



3. ENVIRONMENTAL EFFECTS

Whitmore will ensure that we maintain stewardship with the environment, and will do our part to assist the City of Colleyville in protecting the environment. We accomplish this by constant instruction to our crews to refrain from excessive and unnecessary idling of equipment and vehicles, to store all fuel and chemicals in approved containers, and to use care when filling equipment and tanks to prevent spillage. All trash and debris is removed, placed in proper containers, and disposed of according to agency guidelines. Care is taken to leave all refuse and grass clippings on landscape surfaces to degrade into the soil, and never to direct or leave it on hard surfaces, where it can be swept into storm drains.

4. ENSURING THE SAFETY OF PEOPLE

Whitmore crews are safety-oriented. All crews are dressed in company uniforms with the employee's name on the right chest for easy identification. In addition, each wears a reflective safety vest with company logo on the back, safety glasses, hearing protection, and work-specific footwear.

All equipment retains factory-installed guards, deflectors, throttle governors, etc., and weekly "tailgate" meetings are held at our shop to discuss various pertinent safety topics. Crew members are trained to be mindful of terrain, vehicle traffic, and pedestrians at all times. Equipment is handled and operated to specifications, and maintained by crew foremen and our mechanics to function at full capacity.

In addition, our crew foremen and field supervisors are equipped with cellular phones to facilitate timely communication should any issue arise. All employees are instructed in the use of emergency phone numbers, and know the location of several emergency clinics in their area.

5. OPERATIONAL TEAM

The team that Whitmore employs to complete this contract consists of the crew members, their crew foreman, a field supervisor, account manager, and office support staff. Each has a defined role that they are experienced in, and know how to function as a team to provide the best service and results possible – from weed-eating to paperwork.

Name	Role	Responsibilities
Brandon Long	Account Manager	Main point of contact for all aspects of contract implementation– 817.829.1018; b.long@whitmorelandscape.com
Deborah Salcido	Office Manager	Completes all contract documents, completion sheets, and billing requirements; main office contact – 817.498.0800; whitmoreandsons@outlook.com
Bernardo Lara	Field Supervisor	Responsible for direct communication to crew foreman while performing services; responsible for quality control, safety, and overall completion of weekly contracted commitments – 817.877.7094
Francisco Anaya	Crew Foreman	Responsible for carrying out contract commitments and oversight of crew members
Raudel Martinez	Crew Foreman	Responsible for carrying out contract commitments and oversight of crew members

MAINTENANCE AND SUPPORT EQUIPMENT - The following information will assist the City in evaluating the comparative capabilities of competing bidders. It is understood and acknowledged that the information is requested by the City solely as an indication of the equipment resources available to the bidder to perform required work. Include transport, crew and supervisory vehicles. Please only identify equipment, vehicles, support equipment, etc. that will be utilized by Contractor in performance of the City of Colleyville Grounds Maintenance Contract – Mowing.

Please See attached

Type of Equipment	Quantity	Manufacturer	Hours of Usage	Equipment Age



EQUIPMENT LIST COLLEYVILLE 16-01

Quantity Owned	Description	Make	Model	Year	Approx. Number of hours	Cutting Deck
1	Crew Cab Truck	Chevy	2500	2015	35,000	N/A
1	Crew Cab Truck	Chevy	2500 HD	2014	70,000	N/A
2	Landscape Trailer	16' Double Axle		2012	N/A	N/A
2	Zero Turn Mower	Toro	Z Master	2014	2000 HOURS	72"
2	Wide Area Mower	John Deere	1600 Turbo Series II	2015	500 HOURS	11'
2	Midsize	Lesco	Commercial	2009	500 hours	48"
1	Midsize	Lesco	Commercial	2009	300 hours	36"
1	Push Mower	Toro	Commercial	2009	0	21"
5	Line Trimmer	Echo	Commercial	2011-2015	300-500 hours	Line Trimmer
4	Stick Edger	Echo	Commercial	2011-2016	300-500 hours	Edger
6	Backpack Blower	Red Max	Commercial	2011-2016	300-500 hours	Blower
4	Hedge Trimmer	Echo	Commercial	2011-2016	200-300 hours	Hedge Trimmer

Assorted Hand Tools As Required To Perform Contract
 All Employees Have Company Issued Phones For Quick Response
 Spare Equipment and Trucks Are Always Available If Needed

MAINTENANCE AND SUPPORT EQUIPMENT REQUIREMENTS:

1. Only the appropriate equipment, in proper working order, shall be utilized for maintenance operations.
2. Repair, servicing or fueling of equipment is not permitted within landscape areas or on turf areas.
3. Equipment shall be operated in a safe and efficient manner at all times.
4. The City of Colleyville reserves the right to inspect all equipment to be utilized in performance of this contract, and to inspect the equipment at any interval the City deems necessary to insure compliance with Federal (OSHA), State, and City safety standards. If contractor's equipment is judged, by the City, as not meeting minimum safety standards, it shall not be used pursuant to this contract. This constraint from use shall be in effect until said equipment is brought into contract compliance, and approved by the City of Colleyville.
5. The City may request that bidders show evidence that equipment to be used in performance of this contract is in good working order, and adequate for performance of required mowing, trimming, and edging operations.
6. Bidders must demonstrate, within bid submittal, the ability to provide the necessary equipment required for grounds maintenance operations per specifications. Such equipment must be dedicated to performance of this contract for the City of Colleyville.

**GROUNDS MAINTENANCE
CONTRACT - MOWING
WORKSHEETS AND PROPERTIES**



Properties to be maintained

Annual Contract Extension with any proposed price change increase shall not exceed the consumer price index of the Dallas / Fort Worth standard metropolitan area for the previous twelve-month period.

Area One - Common Areas / Medians

Manicured / Irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Bogart ROW	28	\$ 72.60	\$ 2,032.80
Bransford Park	28	\$ 59.50	\$ 1,666.00
Bransford / Center Park Medians	28	\$ 66.50	\$ 1,862.00
City Park	28	\$ 358.75	\$ 10,045.00
Colleyville Center	36	\$ 143.50	\$ 5,166.00
Central Fire Station	28	\$ 47.95	\$ 1,342.60
Cottonbelt Phase III, Pocket Park	28	\$ 22.50	\$ 630.00
Fire Station #2	28	\$ 23.80	\$ 666.40
Fire Station #3	28	\$ 31.50	\$ 882.00
Hall Johnson / Bluebonnet	28	\$ 39.60	\$ 1,108.80
Heritage Medians	28	\$ 13.20	\$ 369.60
Justice Center	36	\$ 81.90	\$ 2,948.40
Kimzey Park	28	\$ 227.50	\$ 6,370.00
McDonwell School Rd. Trail	28	\$ 66.00	\$ 1,848.00
McPherson Park (10.35 acres)	28	\$ 693.35	\$ 19,413.80
Pleasant Run Practice Facility (Mow at 1")	28	\$ 506.00	\$ 14,168.00
Pleasant Run Soccer Complex	28	\$ 209.30	\$ 5,860.40
Reagan Park (Mow at 1")	28	\$ 175.00	\$ 4,900.00
Senior Center (1.2 acres)	28	\$ 42.00	\$ 1,176.00
Sparger Park	28	\$ 297.50	\$ 8,330.00
Westmont Trail	28	\$ 57.20	\$ 1,601.60
Woodbriar Park	28	\$ 66.50	\$ 1,862.00

If additional mowing cycles are requested for Area One properties, will the cost per cycle for Area One properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area One properties? _____%

Properties to be maintained

Area Two - Common Areas / Medians

Manicured / Non-irrigated turf areas

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Castleton Trail	18	\$52.80	\$950.40
Cottonbelt Phase I Trail	18	\$356.40	\$6,415.20
Cottonbelt Phase II Trail	18	\$48.40	\$871.20
Cottonbelt Railroad R-O-W	9	\$1,760.00	\$15,840.00
Fire Station #1	18	\$35.00	\$630.00
Glade Road	18	\$35.00	\$630.00
LD Lockett Park	18	\$161.00	\$2,898.00
*Longwood / Broadoak	18	\$118.80	\$2,138.40
McCain Park	18	\$35.00	\$630.00
McPherson Park (9.46 acres)	18	\$416.25	\$7,492.50
Nature Center	18	\$458.50	\$8,253.00
Pleasant Run & Hwy 26 (Lot)	18	\$35.00	\$630.00
Riley Cemetery	18	\$48.40	\$871.20
Senior Center (8 acres)	18	\$352.00	\$6,336.00
Shalimar	18	\$48.40	\$871.20

*To include bridge and embankment area

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

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Properties to be maintained

Area Three – Public Works Common Areas / Channels – Mow, Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Elm Street Channel	8	\$65.00	\$520.00
Cheek Sparger/Green Briar Channel	8	\$99.00	\$792.00
5500 Block Winding Trail Channel	8	\$78.50	\$628.00
*1800 Block Gatehouse Court Channel	8	\$35.00	\$280.00

*Spray Only

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

Area Four – Public Works Common Areas – Mow & Trim Only

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
L.D. Lockett ROW	18	\$60.50	\$1,089.00
1601 Hall Johnson (Public Works)	36	\$101.00	\$3,636.00
240 McDonwell School Rd. (Water Tower)	18	\$32.00	\$576.00
729 L.D. Lockett (Pump Station)	18	\$52.50	\$945.00
6015 Bransford (Water Tower)	18	\$30.00	\$540.00
Open Lot @ Glade & River Walk	18	\$30.00	\$540.00
Corner @ Glade & Bransford	18	\$30.00	\$540.00
7500 Overland Trail	18	\$30.00	\$540.00

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray

PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Round-A-Bout at John McCain and Pleasant Run Road	8	\$30.00	\$240.00
Round-A-Bout at Glade and Pool Road	8	\$30.00	\$240.00
Round-A-Bout at Jackson and Cheek-Sparger	8	\$30.00	\$240.00
Round-A-Bout at Hall-Johnson and Bogart	8	\$30.00	\$240.00
Hardscape at the intersection of Glade, Pool and Jackson	8	\$40.00	\$320.00
Hardscape from Glade and Strathmoore to Glade and Copperglen	8	\$65.00	\$520.00
Hardscape Glade and HWY 121 access Road	8	\$40.00	\$320.00
Hardscape Glade and Heritage to the Colleyville City Limit Sign	8	\$65.00	\$520.00
Hardscape Pool and Hall-Johnson to Hall-Johnson and Sycamore, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Broughton to Hall-Johnson and HWY 26, including crosswalks and circle in intersection	8	\$65.00	\$520.00
Hardscape Hall-Johnson and Bogart, including crosswalk and circle in intersection	8	\$40.00	\$320.00
Hardscape Cheek-Sparger and Jackson intersection	8	\$30.00	\$240.00
Hardscape HWY 26 and Center Park to Glade	8	\$45.00	\$360.00
Hardscape Glade and Bransford triangle	8	\$30.00	\$240.00
Hardscape John McCain and Pleasant Run Road, intersection	8	\$40.00	\$320.00
Hardscape John McCain from Cotton Belt 2 entrance across Rail Road tracks to Cotton Belt 3 entrance	8	\$40.00	\$320.00

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Hardscape Entrance to Cotton Belt 1 from L.D. Lockett	8	\$40.00	\$320.00
Area Five – Roundabouts/Medians- Hardscapes - Trim & Spray (Cont.)			
PROPERTY	NUMBER OF CYCLES	COST PER CYCLE	INITIAL CONTRACT TOTAL COST
Hardscape Riverwalk and Bluebonnet to Riverwalk and Hall-Johnson	8	\$65.00	\$520.00
Hardscape Church Street and Riverwalk	8	\$30.00	\$240.00
Hardscape Bogart and Pleasant Run Road	8	\$30.00	\$240.00
Hardscape Bogart and Hidden Oaks	8	\$30.00	\$240.00

If additional mowing cycles are requested for Area Two properties, will the cost per cycle for Area Two properties need to be increased? Yes / No (please circle)

If yes, what percentage increase will be required for additional mowing cycles for Area Two properties? _____%

The following is an estimate for turf square footage. These are estimates, it is the bidder's responsibility to inspect areas and ensure areas being bid on. These estimates do not include the league game fields at City Park or Pleasant Run Soccer Complex.

Estimated Square Feet for Turf Areas

PROPERTY	ADDRESS / LOCATION	ESTIMATED TURF AREA
Non-Park Building Grounds Maint.		
Colleyville Center	5300 Bluebonnet Drive	177,389 sf / 4.1 acres
Central Fire Station	5209 Colleyville Blvd.	60,000 sf / 1.37 acres
Fire Station #1	1900 Hall Johnson	7,730 sf / .20 acres
Fire Station #2	5212 Pool Road	30,000 sf / .68 acres
Fire Station #3	312 McDonwell School Road	38,816 sf / .90 acres
Justice Center	5201 River Walk Drive	102,012 sf / 2.34 acres
Park Properties Grounds Maint.		
Bransford Park	405 Shelton	74,052 sf / 1.7 acres
City Park	5205 Bransford Road	446,490 sf / 10.25 acres
Kimzey Park	2200 Melanie Drive	283,140 sf / 6.5 acres
LD Lockett Park	315 LD Lockett Road	200,376 sf / 4.6 acres
McCain Park	John McCain/ S. side of tracks	.1 acres
McPherson Park	240 McDonwell School Road	862,917 sf / 19.81 acres
Nature Center	100 Millwood Drive	572,458 sf / 13.1 acres
Pleasant Run Soccer Complex	6501 Pleasant Run Road	260,309 sf / 5.98 acres
Pleasant Run Practice Facility	6600 Pleasant Run Road	500,940 sf / 11.5 acres
Reagan Park	709 L.D. Lockett Rd.	217,800 sf / 5 acres
Senior Center	2512 Glade Road	400,752 / 9.2 acres
Sparger Park	4301 Bedford Road	370,260 sf / 8.5 acres
Woodbriar Park	310 W. Green briar Lane	82,764 sf / 1.9 acres
Trails, Medians, Rights-of-Ways Grounds Maint.		
Bluebonnet Median / R-O-W	Hall Johnson Road to Riverwalk Drive	40,034 sf / .90 acres
Bogart / R-O-W	Hall Johnson Road to Pleasant Run Road	71,787 sf / 1.65 acres

Bransford, Center Park Median / R-O-W	Glade Rd. to Colleyville Blvd.	30,039 sf / .70 acres
---------------------------------------	--------------------------------	-----------------------

Estimated Square Feet For Turf Areas (Cont.)

Trails, Medians, Rights-of-Ways Grounds Maint.: (Cont.)		
Castleton Trail	Entry at Pleasant Run Soccer Complex from Cottonbelt Trail to end point at John McCain	52,800 sf / 1.2 acres
Cottonbelt Railroad R-O-W	Hurst City Limit to Grapevine City Limit	1,742,400 sf / 40 acres 3.3 miles
Cottonbelt Phase I Trail	From Bettinger Rd. to John McCain	242,880 sf / 8.1 acres 2.3 miles
Cottonbelt Phase II Trail	From Bettinger Rd. to Hurst City Limit	47,520 sf / 1.1 acres .45 miles
Cottonbelt Phase III Park	Corner of SH 26 and John McCain	
Glade Road / ROW	Corner of Heritage and Glade	1,932 sf / .05 acres
Hall Johnson Median / R-O-W	Highway 26 to Pool Road	86,504 sf / 2.0 acres
Heritage Medians	5300 Block of Heritage Avenue	13,524 sf / .3 acres
Longwood / Broadoak R-O-W / Greenbelt	North side of Longwood / East side of Broadoak	119,310 sf / 2.7 acres
McDonwell School Road Trail	Precinct Line Rd. to start of Westmont Trail	63,360 sf / 1.5 acres .6 miles
Old Grove Trail	Exit at McPherson Park to Old Grove Rd to Stillwater Rd, ending at Westmont Trail	46,800 sf / 1.1 acres 2,340 lf
Pleasant Run & Hwy 26	Building lot to include front and rear of building.	21,780 sf / .5 acres
Riley Cemetery	3600 Block of Brown Trail	47,700 sf / 1.1 acres
Shalimar	Off Cottonbelt Trail Phase I between Pleasant Run and John McCain	39,520 sf / 1.1 acres
Westmont Trail	McDonwell School Rd. / Westcoat / John McCain	55,758 sf / 1.3 acres

NOTE: City Park and Pleasant Run Soccer Complex measurements are for general areas only. League athletic game fields are not figured in to these totals

Rsf

BID PROPOSAL

TO: City of Colleyville
Parks Department
100 Main Street
Colleyville, Texas 76034

FOR: GROUNDS MAINTENANCE CONTRACT - MOWING

The undersigned, as bidder, declares that the only person or parties interested in this proposal as principals are those named herein, that this proposal is made without collusion with any other person, firm or corporation; that he has carefully examined the form of contract, Notice to Bidders, specifications, and the attachment(s) therein referred to, and has carefully examined the location and conditions of proposed work; and agrees that he will provide all the necessary labor, machinery, tools, apparatus, and other items incidental to maintenance tasks, and will do all the work and furnish all the materials called for in the contract and specifications in the manner prescribed therein and according to the requirements of the CITY as therein set fourth.

Accompanying this proposal is a certified Bidder's Bond or Cashier's check payable to the City of Colleyville in

the amount of Seventy thousand six hundred eighty six Dollars and Sixteen

7618.16 Cents (\$ 7618.16). The bid security accompanying this proposal shall be returned to the bidder, unless in case of the acceptance of the proposal the bidder shall fail to execute a contract and file a performance bond and a payment bond within ten (10) days after its acceptance, in which case the bid security shall become the property of the City of Colleyville, and shall be considered as payment for damages due to delay and other inconveniences suffered by the City of Colleyville on account of such failure of the bidder. It is understood that the City of Colleyville reserves the right to reject any and/or all bids.

In the event of the award of a contract to the undersigned, the undersigned will furnish a performance bond and a payment bond for the full amount of the contract (performance and payment bonds will not be required on contracts less than \$25,000.00). These bonds are required to secure proper compliance with the terms and provisions of the contract, to insure and guarantee the work until final completion and acceptance, and to guarantee payment of all lawful claims for labor performed and materials furnished in fulfillment of the contract.

The work proposed to be done shall be accepted when fully completed each month and finished in accordance with the specifications to the satisfaction of the Parks Manager.

The undersigned certifies that the bid price contained in this proposal have been carefully checked and are submitted as correct and final.

City of Colleyville Bid # 16-01
Bidders Initials _____

RF

The 1985 Session of the Texas Legislature passed House Bill 620 which provides that, in order to be awarded a contract as low bidder, non-resident bidders (out-of-state contractors whose corporate offices and/or principal place of business are outside of the state of Texas) bid projects for construction,

improvements, supplies or services in Texas at an amount lower than the lowest Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a non-resident bidder in order to obtain a comparable contract in the state in which the non-resident's principal place of business is located. **The appropriate blanks in Section A below must be filled out by all non-resident bidders in order for their bid to meet specifications. The failure of non-resident contractors to do so will automatically disqualify that bidder. Resident bidders must so indicate in the space provided in Section B.**

- A) 1. Non-resident vendors in _____ (give state), our principal place of business, are required to be _____ percent lower than resident bidders by state law. A copy of the statute is attached.
2. Non-resident vendors in _____ (give state), our principal place of business, are not required to underbid resident bidders.
- B) ☐ Our principal place of business or corporate offices is in the State of Texas.

Receipt is hereby acknowledged of the following addenda to the contract documents:

Addendum No. 1 dated _____ Received _____

Addendum No. 2 dated _____ Received _____

Addendum No. 3 dated _____ Received _____

It is understood that a lump sum price must be shown in words and figures for the item listed in this proposal, and in the event of discrepancy, the words shall control.

Did you visit the sites? Yes ☒ No ☐

BS

WORKSHEET PAGE NUMBER	TOTAL COST (BOTTOM LINE TOTAL OF WORKSHEET)
Area One - Irrigated Turf Areas - Pg. 18	\$94,249.40
Area Two - Non-Irrigated Turf Areas - Pg. 19	\$55,457.10
Area Three - Public Works Common Areas - Pg. 20	\$2,220.00
Area Four - Public Works Common Areas - Pg. 20	\$8,406.00
Area Five - Roundabouts/Medians - Hardscapes - Pg. 21& 22	\$7,040.00
SUB TOTAL:	\$167,372.50
GRAND TOTAL:	\$167,372.50

Bid Proposal
City of Colleyville, Texas
GROUNDS MAINTENANCE CONTRACT - MOWING

Respectfully submitted,

Whitmore & Sons Inc.
Company Name (please print)

By: Brandon Long
(Please print)

Signature: 

1501 Baccarat Ct.
Bidder's Street Address

SEAL if Bidder is
a Corporation

Date: 8/30/16

Ewless, TX 76040
City, County, State and Zip

Phone Number: 817.498.0800

Fax Number: 1-682-292-1869

E-Mail Address: whitmoreandsons@outlook.com

All bid responses are required to be signed by an authorized representative of the bidding entity. Bid responses received unsigned will not be considered.

**BID PROPOSAL
FOR
GROUNDS MAINTENANCE CONTRACT - MOWING**

TOTAL BID AMOUNT:

\$ 167,372.50

**GRAND TOTAL GROUNDS MAINTENANCE CONTRACT - MOWING
FOR BID AMOUNT:**

One Hundred Sixty - Seven Thousand Three Hundred Seventy - Two **DOLLARS**
Fifty **CENTS**

All above items must be filled in by the bidder. All corrections on the Bid Proposal shall be initialed by the bidder.

PERFORMANCE BOND

STATE OF TEXAS §
COUNTY OF _____ §

KNOWN ALL MEN BY THESE PRESENTS: That _____
of the City of _____, County of _____
and State of _____ as principal, and _____
_____ authorized under the laws of the State of Texas to act as
surety on bonds for principals, are held and firmly bound unto _____
(Owner), in the penal sum of _____
Dollars (\$ _____) for the payment whereof, the said Principal and Surety bind themselves, and
there heirs, administrators, executors, successors and assigns, jointly and severally, by these presents:

WHEREAS, the Principal has entered into a certain written contract with the Owner, dated the
_____ day of _____, 2016, **GROUNDS MAINTENANCE CONTRACT - MOWING** to
which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied
at length herein.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION IS SUCH, that if the said
Principal shall faithfully perform said Contract and shall in all respects duly and faithfully observe and
perform all and singular the covenants, conditions and agreements in and by said contract agreed and
covenanted by the Principal to be observed and conformed, and according to the true intent and
meaning of said Contract and the Specifications hereto annexed, then this obligation shall be void;
otherwise to remain in full force and effect;

"PROVIDED, HOWEVER, that the this bond executed pursuant to the provisions of the Texas
Government Code, Section 2253.001* as amended and all liabilities of this bond shall be determined in
accordance with the provisions of said Code to the same extent as if it were copied at length herein."

Surety, for value received, stipulates and agrees that no charge, extension of time, alteration or
addition to the terms of the contract, or to the work performed thereunder, or the plans, specifications,
or drawings accompanying the same, shall in anyway affect its obligation on this bond, and it does
hereby waive notice of any such change, extension of time, alteration or addition to the terms of the
contract, or to the work to be performed thereunder.

*Not applicable for federal work. See "The Miller Act" 40 U.S.C. S270.

BL

Surety holds a Certificate of Authority from the Department of the United States Treasury and is an acceptable surety on Federal Bonds or is an acceptable reinsurer and is in compliance with Texas Government Code, Section 2253.021, Article 7.19-1, Texas Insurance Code, and any other applicable State or Federal law, rule, or regulation.

IN WITNESS, WHEREOF, the said Principal and Surety have signed and sealed this instrument this _____ day of _____, 2016

Principal	Surety
By: _____	By: _____
Title: _____	Title: _____
Address: _____	Address: _____
_____	_____
_____	_____

The name and address of the Resident Agent of Surety is:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/05/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jim Kostiha(351531K) 1405 E Main St Ste 160 Eastland TX 76448-3051 INSURED WHITMORE, & SONS, INC 1501 BACCARAC CT EULESS TX 76040		CONTACT NAME: Jim Kostiha PHONE (A/C, No, Ext): 254-629-8989 FAX (A/C, No): 254-629-8979 E-MAIL ADDRESS: jkostiha@farmersagent.com INSURER(S) AFFORDING COVERAGE <table border="1"><tr><td>INSURER A: Truck Insurance Exchange</td><td>NAIC # 21709</td></tr><tr><td>INSURER B: Farmers Insurance Exchange</td><td>21652</td></tr><tr><td>INSURER C: Mid Century Insurance Company</td><td>21687</td></tr><tr><td>INSURER D: Farmers Texas County Mutual Insurance Company</td><td>24392</td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER A: Truck Insurance Exchange	NAIC # 21709	INSURER B: Farmers Insurance Exchange	21652	INSURER C: Mid Century Insurance Company	21687	INSURER D: Farmers Texas County Mutual Insurance Company	24392	INSURER E:		INSURER F:	
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INSURER D: Farmers Texas County Mutual Insurance Company	24392													
INSURER E:														
INSURER F:														

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR		606256382	02/05/2016	02/05/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PROJECT ☐ LOC					
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS ☒ HIRED AUTOS ☒ SCHEDULED AUTOS ☒ NON-OWNED AUTOS		606256394	02/05/2016	02/05/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION S		604422223	02/05/2016	02/05/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐ N/A	A07499841	02/05/2016	02/05/2017	WC STATUTORY LIMITS OTHER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: BID NO: 16-01 THE CITY OF COLLEYVILLE AND ITS OFFICERS, EMPLOYEES AND ELECTED REPRESENTATIVES ARE NAMED AS ADDITIONAL INSURED. WAIVER OF SUBROGATION IN FAVOR OF CERTIFICATE HOLDER.

CERTIFICATE HOLDER**CANCELLATION**

City of Colleyville 5109 Bransford Road Colleyville TX 76034	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Jim Kostiha</i>
--	---

ATTACHMENT 1

INSURANCE

SECTION A. Prior to the approval of this contract by the City, the successful Contractor shall furnish a completed Insurance Certificate to the City, which shall be completed by an agent authorized to bind the named underwriter(s) to the coverages, limits, and termination provisions shown thereon, and which shall furnish and contain all required information referenced or indicated thereon. THE CITY SHALL HAVE NO DUTY TO PAY OR PERFORM UNDER THIS CONTRACT UNTIL SUCH CERTIFICATE SHALL HAVE BEEN DELIVERED TO THE CITY.

INSURANCE COVERAGE REQUIRED

SECTION B. The City reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverages and their limits when deemed necessary and prudent by the City based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Contractor.

SECTION C. Subject to the Contractor's right to maintain reasonable deductibles in such amounts as are approved by the City, the Contractor shall obtain and maintain in full force and effect for the duration of this contract, and any extension hereof, at the successful Contractor's sole expense, insurance coverage written by companies approved by the State of Texas and acceptable to the City, in the following type(s) and amount(s):

<u>TYPE</u>	<u>AMOUNT</u>
1. Worker's Compensation and Employers Liability	Statutory \$100,000/500,000/100,000
NOTE: For building or construction projects, the successful Contractor shall meet the minimum requirements defined in the Texas Workers' Compensation Commission Rule 28 TAC §110.110 which follows this insurance attachment.	
2. Commercial General (public) Liability insurance including coverage for the following:	
a. Premises operations	Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent.
b. Independent contractors	
c. Products/completed operations	
d. Personal injury	
e. Advertising injury	
f. Contractual liability	
g. Medical payments	
h. Underground hazard	
i. Explosion and collapse hazard	

- j. Liquor liability (*Delete if not required*)
- k. Fire legal liability (*Delete if not renting to others*)
- l. City's property in Contractor's (*Delete if contractor won't take City property off City premises*) care, custody, or control

3. Comprehensive Automobile Liability insurance, including coverage for loading and unloading hazards, for:
- Combined single limit for bodily injury and property damage of \$500,000 per occurrence or its equivalent.
- a. Owned/leased vehicles
 - b. Non-owned vehicles
 - c. Hired vehicles

The Contractor shall obtain, pay for and maintain an "Umbrella" excess liability insurance policy during the contract term, insuring Contractor for an amount not less than \$1,000,000 combined single limit, bodily injury and property damage liability insurance, including death, in excess of the preliminary coverage required herein above, Owner and Engineer to be named as additional insured.

ADDITIONAL POLICY ENDORSEMENTS

The City shall be entitled, upon request, and without expense, to receive copies of the policies and all endorsements thereto and may make any reasonable request for deletion, revision, or modification of particular policy terms, conditions, limitations, or exclusions (except where policy provisions are established by law or regulation binding upon either of the parties hereto or the underwriter of any of such policies). Upon such request by the City, the Contractor shall exercise reasonable efforts to accomplish such changes in policy coverages, and shall pay the cost thereof.

REQUIRED PROVISIONS

The successful Contractor agrees that with respect to the above required insurance, all insurance contracts and certificate(s) of insurance will contain and state, in writing, on the certificate or its attachment, the following required provisions:

- a. Name the City of Colleyville and its officers, employees, and elected representatives as additional insureds, (as the interest of each insured may appear) as to all applicable coverage;

- b. Provide for 30 days notice to the City for cancellation, nonrenewal, or material change; 10 days for Workmans' Compensation change in coverage

Remove all language on the certificate of insurance indicating that the insurance company or agent/broker will endeavor to notify the City but failure to do so shall impose no obligation or liability of any kind upon the company, its agents, or representatives.

- c. All copies of the certificates of insurance shall reference the project name or bid number for which the insurance is being supplied.
- d. Provide for an endorsement that the "other insurance" clause shall not apply to the City of Colleyville;
- e. The Contractor agrees to waive subrogation against the City of Colleyville, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent same may be covered by the proceeds of insurance;
- f. Provide that all provisions of this agreement concerning liability, duty, and standard of care together with the indemnification provision, shall be underwritten by contractual liability coverage sufficient to include such obligations within applicable policies.
- g. Provide for notice to the City at the address shown below by registered mail;
- h. For coverages that are only available with claims made policies, the required period of coverage will be determined by the following formula: Continuous coverage for the life of the contract, plus one year (to provide coverage for the warranty period) and an extended discovery period for a minimum of 5 years which shall begin at the end of the warranty period.

NOTICES

The Contractor shall notify the City in the event of any change in coverage and shall give such notices not less than 30 days prior to the change, which notice must be accompanied by a replacement CERTIFICATE OF INSURANCE.

All notices shall be given to the City at the following address:

Heather Dowell, Parks Manager
City of Colleyville
Parks and Recreation Department
5109 Bransford Road
Colleyville, TX 76034

With a copy to Matthew C. G. Boyle
Boyle & Lowry L.L.P.
4201 Wingren, Suite 108
Irving, Texas 75062

SECTION D. Approval, disapproval, or failure to act by the City regarding any insurance supplied by the Contractor shall not relieve the Contractor of full responsibility or liability for damages and accidents as set forth in the contract documents. Neither shall the bankruptcy, insolvency, or denial of liability by the insurance company exonerate the Contractor from liability.

**WORKERS COMPENSATION INSURANCE
FOR
BUILDING OR CONSTRUCTION PROJECTS**

TEXAS WORKERS COMPENSATION COMMISSION RULE 28, §110.110

As required by the Texas Workers' Compensation Commission Rule 28, §110.110, the Contractor shall accept the following definitions and comply with the following provisions:

Workers' Compensation Insurance Coverage

A. Definitions:

Certificate of coverage ("certificate") - A copy of a certificate of insurance, a certificate of authority to self-insure issued by the commission, or a coverage agreement (TWCC-81, TWCC-82, TWCC-83, or TWCC-84), showing statutory workers compensation insurance coverage for the person's or entity's employees providing services on a project, for the duration of the project.

Duration of the project - includes the time from the beginning of the work on the project until the contractor's/person's work on the project has been completed and accepted by the City of Colleyville.

Persons providing services on the project ("subcontractor" in §406.096) - includes all persons or entities performing all or part of the services the contractor has undertaken to perform on the project, regardless of whether that person contracted directly with contractor and regardless of whether that person has employees. This includes, without limitation, independent contractors, subcontractors, leasing companies, motor carriers, owner-operators, employees of any such entity, or employees of any entity which furnishes persons to provide services on the project. "Services" include, without limitation, providing, hauling, or delivering equipment or materials, or providing labor, transportation, or other service related to a project. "Services" does not include activities unrelated to the project, such as food/beverage vendors, office supply deliveries, and delivery of portable toilets.

B. The contractor shall provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all employees of the contractor providing services on the project, for the duration of the project.

C. The contractor must provide a certificate of coverage to the City of Colleyville prior to being awarded the contract.

D. If the coverage period shown on the contractor's current certificate of coverage ends during the duration of the project, the contractor must, prior to the end of the coverage period, file a new certificate of coverage with the City of Colleyville showing that coverage has been extended.

B

E. The Contractor shall obtain from each person providing services on a project, and provide to the City of Colleyville:

(1) a certificate of coverage, prior to that person beginning work on the project, so the City of Colleyville will have on file certificates of coverage showing coverage for all persons providing services on the project; and

(2) no later than seven days after receipt by the contractor, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project.

F. The contractor shall retain all required certificates of coverage for the duration of the project and for one year thereafter.

G. The contractor shall notify the City of Colleyville in writing by certified mail or personal delivery, within 10 days after the contractor knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project.

H. The contractor shall post on each project site a notice, in the text, form, and manner prescribed by the Texas Workers' Compensation Commission, informing all persons providing services on the project that they are required to be covered, and stating how a person may verify coverage and report lack of coverage.

I. The contractor shall contractually require each person with whom it contracts to provide services on a project, to:

(1) provide coverage, based on proper reporting of classification codes and payroll amounts and filing of any coverage agreements, which meets the statutory requirements of Texas Labor Code, Section 401.011(44) for all of its employees providing services on the project, for the duration of the project;

(2) provide to the contractor, prior to that person beginning work on the project, a certificate of coverage showing that coverage is being provided for all employees of the person providing services on the project, for the duration of the project.

(3) provide the contractor, prior to the end of the coverage period, a new certificate of coverage showing extension of coverage, if the coverage period shown on the current certificate of coverage ends during the duration of the project;

(4) obtain from each other person with whom it contracts, and provide to the contractor:

(a) a certificate of coverage, prior to the other person beginning work on the project; and

(b) a new certificate of coverage showing extension of coverage, prior to the end of the coverage period, if the coverage period shown on the current

certificate of coverage ends during the duration of the project;

(5) retain all required certificates of coverage on file for the duration of the project, and for one year thereafter;

(6) notify the City of Colleyville in writing by certified mail or personal delivery, within 10 days after the person knew or should have known, of any change that materially affects the provision of coverage of any person providing services on the project; and

(7) contractually require each person with whom it contracts, to perform as required by paragraphs (1) - (7), with the certificates of coverage to be provided to the person for whom they are providing services.

J. By signing this contract or providing or causing to be provided a certificate of coverage, the contractor is representing the City of Colleyville that all employees of the contractor who will provide services on the project will be covered by workers' compensation coverage for the duration of the project, that the coverage will be based on proper reporting of classification codes and payroll amounts, and that all coverage agreements will be filed with the appropriate insurance carrier or, in the case of a self-insured, with the commission's Division of Self-Insurance Regulation. Providing false or misleading information may subject the contractor to administrative penalties, criminal penalties, civil penalties, or other civil actions.

K. The contractor's failure to comply with any of these provisions is a breach of contract by the contractor which entitles the City of Colleyville to declare the contract void if the contractor does not remedy the breach within ten days after receipt of notice of breach from the City of Colleyville.

As defined by the Texas Labor Code, Chapter 269, Section 406.096(e), building or construction is defined as:

1. Erecting or preparing to erect a structure, including a building, bridge, roadway, public utility facility, or related appurtenance;
2. Remodeling, extending, repairing, or demolishing a structure; or
3. Otherwise improving real property or an appurtenance to real property through similar activities.

The employment of a maintenance employee who is not engaging in building or construction as the employer's primary business does not constitute engaging in building or construction.

CERTIFICATE OF INSURANCE

The Company indicated below certifies that the insurance afforded by the policies numbered and described below is in force as of the effective date on this certificate. This Certificate of Insurance does not amend or otherwise alter the Terms and Conditions of Insurance coverage contained in any policy or policies numbered and described below. (this certificate shall apply to all work by subcontractors)

Certificate Holder's Name and Address:

City of Colleyville
5109 Bransford Road
Colleyville, Texas 76034

Insured Name and Address:

and
City of Colleyville, Texas

DESCRIPTION SCHEDULE

TYPE OF INSURANCE	*POLICY NUMBER AND ISSUING COMPANY	POLICY EFFECT DATE	POLICY EXPIRE DATE	LIMITS OF LIABILITY (Stated in Thousands)
GENERAL LIABILITY G Premises-Operations G Products-Completed Operations G Personal and Advertising Injury G Medical Expense G Fire Damage Legal G Other Liability				General- aggregate- Pr. Comp. Op. Agg.- Each Occurrence-
				Any One Person or Organization- Any One Person- Any One Fire-
AUTOMOBILE LIABILITY G Comprehensive Form G Owned G Hired G Non-Owned				OCCURRENCE Bodily Injury (Each Person)- Bodily Injury (Each Accident)- Property Damage Bodily Injury and Property Damage Combined-
EXCESS LIABILITY G Umbrella Form				Bodily Injury and Property Damage Combined: Occurrence- Aggregate-
G Worker's Compensation and G Employer's Liability				STATUTORY LIMITS

Insurance in force for hazards indicated by X.
Person/Phone Number

*NOTE: Name/Address/Contact

Description of Operations/Locations
Vehicles/Restrictions/Special Items

Producer: Name/Address/Phone Number/Fax No

Should any of the described policies be canceled before the expiration date, the insurance company will mail thirty(30) days written notice to the above named certificate holder.

Date Certificate Issued: _____

Authorized Representative _____

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD)
08/25/2010

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER MIDCITIES INSURANCE PO BOX 2465 COPELL, TX 75019	AGENT KEITH EDWARDS 817-329-3049 Not 817-4104616 MIPSA@MSN.COM ODUCE --
INSURED WHITMORE & SONS, NC BLMD LLC PO BOX 210203 BEDFORD, TX 76095	INSURER A - AMERICA FIRST INSURER C - AMERICA FIRST INSURER C - AMERICA FIRST INSURER C - AMERICA FIRST INSURER E - INSURER F -

COVERAGES	CERTIFICATE NUMBER	REVISION NUMBER																									
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.																											
<table border="1"> <tr> <th>INSURANCE TYPE</th> <th>POLICY NUMBER</th> <th>DATE</th> <th>POLICY</th> <th>LIMITS</th> </tr> <tr> <td> A GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE: OCCUR GENERAL AGGREGATE LIMITS LOCATION </td> <td>CBP e81436B</td> <td>02/05/10</td> <td>02106111</td> <td> EACH OCCURRENCE 11,000,000 PER EVENT \$100,000 MED. Pr AA or n. rson J \$6,000 PERSONAL & AOV INJURY 100,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS COMP. OP. AD. \$2,000,000 </td> </tr> <tr> <td> B AUTOMOBILE LIABILITY ANY AUTO ALL AUTO SCHEDULED AUTO NON-SCHEDULED AUTO NON-OWNED AUTO </td> <td>BA 802&457</td> <td>12/05/10</td> <td>02105111</td> <td> COMBINED SINGLE LIMIT (Each Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) </td> </tr> <tr> <td> C UMBRELLA LIABILITY EXCESS UMB DEDUCTIBLE WORKERS COMPENSATION </td> <td>CU 9814566</td> <td>2/05/10</td> <td>02/05111</td> <td> EACH OCCURRENCE \$1,000,000 AGGREGATE 1,000,000 VIOLATION - 12 </td> </tr> <tr> <td> D EMPLOYERS' LIABILITY PROPRIETORIAL EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Mandatory in NH) RATIONS below </td> <td>WC 9812866</td> <td>02/05/10</td> <td>02106111</td> <td> EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT 1,000,000 </td> </tr> </table>	INSURANCE TYPE	POLICY NUMBER	DATE	POLICY	LIMITS	A GENERAL LIABILITY COMMERCIAL GENERAL LIABILITY CLAIMS MADE: OCCUR GENERAL AGGREGATE LIMITS LOCATION	CBP e81436B	02/05/10	02106111	EACH OCCURRENCE 11,000,000 PER EVENT \$100,000 MED. Pr AA or n. rson J \$6,000 PERSONAL & AOV INJURY 100,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS COMP. OP. AD. \$2,000,000	B AUTOMOBILE LIABILITY ANY AUTO ALL AUTO SCHEDULED AUTO NON-SCHEDULED AUTO NON-OWNED AUTO	BA 802&457	12/05/10	02105111	COMBINED SINGLE LIMIT (Each Accident) \$1,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	C UMBRELLA LIABILITY EXCESS UMB DEDUCTIBLE WORKERS COMPENSATION	CU 9814566	2/05/10	02/05111	EACH OCCURRENCE \$1,000,000 AGGREGATE 1,000,000 VIOLATION - 12	D EMPLOYERS' LIABILITY PROPRIETORIAL EXECUTIVE OFFICER/EMPLOYEE EXCLUDED? (Mandatory in NH) RATIONS below	WC 9812866	02/05/10	02106111	EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT 1,000,000		
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1-FF, 1-FG, 1-FH, 1-FI, 1-FJ, 1-FK, 1-FL, 1-FM, 1-FN, 1-FO, 1-FP, 1-FQ, 1-FR, 1-FS, 1-FT, 1-FU, 1-FV, 1-FW, 1-FX, 1-FY, 1-FZ, 1-GA, 1-GB, 1-GC, 1-GD, 1-GE, 1-GF, 1-GG, 1-GH, 1-GI, 1-GJ, 1-GK, 1-GL, 1-GM, 1-GN, 1-GO, 1-GP, 1-GQ, 1-GR, 1-GS, 1-GT, 1-GU, 1-GV, 1-GW, 1-GX, 1-GY, 1-GZ, 1-HA, 1-HB, 1-HC, 1-HD, 1-HE, 1-HF, 1-HG, 1-HH, 1-HI, 1-HJ, 1-HK, 1-HL, 1-HM, 1-HN, 1-HO, 1-HP, 1-HQ, 1-HR, 1-HS, 1-HT, 1-HU, 1-HV, 1-HW, 1-HX, 1-HY, 1-HZ, 1-IA, 1-IB, 1-IC, 1-ID, 1-IE, 1-IF, 1-IG, 1-IH, 1-II, 1-IJ, 1-IK, 1-IL, 1-IM, 1-IN, 1-IO, 1-IP, 1-IQ, 1-IR, 1-IS, 1-IT, 1-IU, 1-IV, 1-IW, 1-IX, 1-IY, 1-IZ, 1-JA, 1-JB, 1-JC, 1-JD, 1-JE, 1-JF, 1-JG, 1-JH, 1-JI, 1-JJ, 1-JK, 1-JL, 1-JM, 1-JN, 1-JO, 1-JP, 1-JQ, 1-JR, 1-JS, 1-JT, 1-JU, 1-JV, 1-JW, 1-JX, 1-JY, 1-JZ, 1-KA, 1-KB, 1-KC, 1-KD, 1-KE, 1-KF, 1-KG, 1-KH, 1-KI, 1-KJ, 1-KK, 1-KL, 1-KM, 1-KN, 1-KO, 1-KP, 1-KQ, 1-KR, 1-KS, 1-KT, 1-KU, 1-KV, 1-KW, 1-KX, 1-KY, 1-KZ, 1-LA, 1-LB, 1-LC, 1-LD, 1-LE, 1-LF, 1-LG, 1-LH, 1-LI, 1-LJ, 1-LK, 1-LL, 1-LM, 1-LN, 1-LO, 1-LP, 1-LQ, 1-LR, 1-LS, 1-LT, 1-LU, 1-LV, 1-LW, 1-LX, 1-LY, 1-LZ, 1-MA, 1-MB, 1-MC, 1-MD, 1-ME, 1-MF, 1-MG, 1-MH, 1-MI, 1-MJ, 1-MK, 1-ML, 1-MN, 1-MO, 1-MP, 1-MQ, 1-MR, 1-MS, 1-MT, 1-MU, 1-MV, 1-MW, 1-MX, 1-MY, 1-MZ, 1-NA, 1-NB, 1-NC, 1-ND, 1-NE, 1-NF, 1-NG, 1-NH, 1-NI, 1-NJ, 1-NK, 1-NL, 1-NM, 1-NO, 1-NP, 1-NQ, 1-NR, 1-NS, 1-NT, 1-NU, 1-NV, 1-NW, 1-NX, 1-NY, 1-NZ, 1-OA, 1-OB, 1-OC, 1-OD, 1-OE, 1-OF, 1-OG, 1-OH, 1-OI, 1-OJ, 1-OK, 1-OL, 1-OM, 1-ON, 1-OO, 1-OP, 1-OQ, 1-OR, 1-OS, 1-OT, 1-OU, 1-OV, 1-OW, 1-OX, 1-OY, 1-OZ, 1-PA, 1-PB, 1-PC, 1-PD, 1-PE, 1-PF, 1-PG, 1-PH, 1-PI, 1-PJ, 1-PK, 1-PL, 1-PM, 1-PN, 1-PO, 1-PP, 1-PQ, 1-PR, 1-PS, 1-PT, 1-PU, 1-PV, 1-PW, 1-PX, 1-PY, 1-PZ, 1-QA, 1-QB, 1-QC, 1-QD, 1-QE, 1-QF, 1-QG, 1-QH, 1-QI, 1-QJ, 1-QK, 1-QL, 1-QM, 1-QN, 1-QO, 1-QP, 1-QQ, 1-QR, 1-QS, 1-QT, 1-QU, 1-QV, 1-QW, 1-QX, 1-QY, 1-QZ, 1-RA, 1-RB, 1-RC, 1-RD, 1-RE, 1-RF, 1-RG, 1-RH, 1-RI, 1-RJ, 1-RK, 1-RL, 1-RM, 1-RN, 1-RO, 1-RP, 1-RQ, 1-RR, 1-RS, 1-RT, 1-RU, 1-RV, 1-RW, 1-RX, 1-RY, 1-RZ, 1-SA, 1-SB, 1-SC, 1-SD, 1-SE, 1-SF, 1-SG, 1-SH, 1-SI, 1-SJ, 1-SK, 1-SL, 1-SM, 1-SN, 1-SO, 1-SP, 1-SQ, 1-SR, 1-SS, 1-ST, 1-SU, 1-SV, 1-SW, 1-SX, 1-SY, 1-SZ, 1-TA, 1-TB, 1-TC, 1-TD, 1-TE, 1-TF, 1-TG, 1-TH, 1-TI, 1-TJ, 1-TK, 1-TL, 1-TM, 1-TN, 1-TO, 1-TP, 1-TQ, 1-TR, 1-TS, 1-TT, 1-TU, 1-TV, 1-TW, 1-TX, 1-TY, 1-TZ, 1-UA, 1-UB, 1-UC, 1-UD, 1-UE, 1-UF, 1-UG, 1-UH, 1-UI, 1-UJ, 1-UK, 1-UL, 1-UM, 1-UN, 1-UO, 1-UP, 1-UQ, 1-UR, 1-US, 1-UT, 1-UY, 1-UZ, 1-VA, 1-VB, 1-VC, 1-VD, 1-VE, 1-VF, 1-VG, 1-VH, 1-VI, 1-VJ, 1-VK, 1-VL, 1-VM, 1-VN, 1-VO, 1-VP, 1-VQ, 1-VR, 1-VS, 1-VT, 1-VU, 1-VV, 1-VW, 1-VX, 1-VY, 1-VZ, 1-WA, 1-WB, 1-WC, 1-WD, 1-WE, 1-WF, 1-WG, 1-WH, 1-WI, 1-WJ, 1-WK, 1-WL, 1-WM, 1-WN, 1-WO, 1-WP, 1-WQ, 1-WS, 1-WT, 1-WU, 1-WV, 1-WX, 1-WY, 1-WZ, 1-XA, 1-XB, 1-XC, 1-XD, 1-XE, 1-XF, 1-XG, 1-XH, 1-XI, 1-XJ, 1-XK, 1-XL, 1-XM, 1-XN, 1-XO, 1-XP, 1-XQ, 1-XR, 1-XS, 1-XT, 1-XU, 1-XV, 1-XW, 1-XX, 1-XY, 1-XZ, 1-YA, 1-YB, 1-YC, 1-YD, 1-YE, 1-YF, 1-YG, 1-YH, 1-YI, 1-YJ, 1-YK, 1-YL, 1-YM, 1-YN, 1-YO, 1-YP, 1-YQ, 1-YR, 1-YS, 1-YT, 1-YU, 1-YV, 1-YW, 1-YX, 1-YY, 1-YZ, 1-ZA, 1-ZB, 1-ZC, 1-ZD, 1-ZE, 1-ZF, 1-ZG, 1-ZH, 1-ZI, 1-ZJ, 1-ZK, 1-ZL, 1-ZM, 1-ZN, 1-ZO, 1-ZP, 1-ZQ, 1-ZR, 1-ZS, 1-ZT, 1-ZU, 1-ZV, 1-ZW, 1-ZX, 1-ZY, 1-ZZ, 1-AA, 1-AB, 1-AC, 1-AD, 1-AE, 1-AF, 1-AG, 1-AH, 1-AI, 1-AJ, 1-AK, 1-AL, 1-AM, 1-AN, 1-AO, 1-AP, 1-AQ, 1-AR, 1-AS, 1-AT, 1-AU, 1-AV, 1-AW, 1-AX, 1-AY, 1-AZ, 1-BA, 1-BB, 1-BC, 1-BD, 1-BE, 1-BF, 1-BG, 1-BH, 1-BI, 1-BJ, 1-BK, 1-BL, 1-BM, 1-BN, 1-BO, 1-BP, 1-BQ, 1-BR, 1-BS, 1-BT, 1-BU, 1-BV, 1-BW, 1-BX, 1-BY, 1-BZ, 1-CA, 1-CB, 1-CC, 1-CD, 1-CE, 1-CF, 1-CG, 1-CH, 1-CI, 1-CJ, 1-CK, 1-CL, 1-CM, 1-CN, 1-CO, 1-CP, 1-CQ, 1-CR, 1-CS, 1-CT, 1-CU, 1-CV, 1-CW, 1-CX, 1-CY, 1-CZ, 1-DA, 1-DB, 1-DC, 1-DD, 1-DE, 1-DF, 1-DG, 1-DH, 1-DI, 1-DJ, 1-DK, 1-DM, 1-DN, 1-DO, 1-DP, 1-DQ, 1-DR, 1-DS, 1-DT, 1-DU, 1-DV, 1-DW, 1-DX, 1-DY, 1-DZ, 1-EA, 1-EB, 1-EC, 1-ED, 1-EE, 1-EF, 1-EG, 1-EH, 1-EI, 1-EJ, 1-EK, 1-EL, 1-EM, 1-EN, 1-EO, 1-EP, 1-EQ, 1-ER, 1-ES, 1-ET, 1-EU, 1-EV, 1-EW, 1-EX, 1-EY, 1-EZ, 1-FA, 1-FB, 1-FC, 1-FD, 1-FE, 1-FF, 1-FG, 1-FH, 1-FI, 1-FJ, 1-FK, 1-FL, 1-FM, 1-FN, 1-FO, 1-FP, 1-FQ, 1-FR, 1-FS, 1-FT, 1-FU, 1-FV, 1-FW, 1-FX, 1-FY, 1-FZ, 1-GA, 1-GB, 1-GC, 1-GD, 1-GE, 1-GF, 1-GG, 1-GH, 1-GI, 1-GJ, 1-GK, 1-GL, 1-GM, 1-GN, 1-GO, 1-GP, 1-GQ, 1-GR, 1-GS, 1-GT, 1-GU, 1-GV, 1-GW, 1-GX, 1-GY, 1-GZ, 1-HA, 1-HB, 1-HC, 1-HD, 1-HE, 1-HF, 1-HG, 1-HH, 1-HI, 1-HJ, 1-HK, 1-HL, 1-HM, 1-HN, 1-HO, 1-HP, 1-HQ, 1-HR, 1-HS, 1-HT, 1-HU, 1-HV, 1-HW, 1-HX, 1-HY, 1-HZ, 1-IA, 1-IB, 1-IC, 1-ID, 1-IE, 1-IF, 1-IG, 1-IH, 1-II, 1-IJ, 1-IK, 1-IL, 1-IM, 1-IN, 1-IO, 1-IP, 1-IQ, 1-IR, 1-IS, 1-IT, 1-IU, 1-IV, 1-IW, 1-IX, 1-IY, 1-IZ, 1-JA, 1-JB, 1-JC, 1-JD, 1-JE, 1-JF, 1-JG, 1-JH, 1-JI, 1-JJ, 1-JK, 1-JL, 1-JM, 1-JN, 1-JO, 1-JP, 1-JQ, 1-JR, 1-JS, 1-JT, 1-JU, 1-JV, 1-JW, 1-JX, 1-JY, 1-JZ, 1-KA, 1-KB, 1-KC, 1-KD, 1-KE, 1-KF, 1-KG, 1-KH, 1-KI, 1-KJ, 1-KK, 1-KL, 1-KM, 1-KN, 1-KO, 1-KP, 1-KQ, 1-KR, 1-KS, 1-KT, 1-KU, 1-KV, 1-KW, 1-KX, 1-KY, 1-KZ, 1-LA, 1-LB, 1-LC, 1-LD, 1-LE, 1-LF, 1-LG, 1-LH, 1-LI, 1-LJ, 1-LK, 1-LL, 1-LM, 1-LN, 1-LO, 1-LP, 1-LQ, 1-LR, 1-LS, 1-LT, 1-LU, 1-LV, 1-LW, 1-LX, 1-LY, 1-LZ, 1-MA, 1-MB, 1-MC, 1-MD, 1-ME, 1-MF, 1-MG, 1-MH, 1-MI, 1-MJ, 1-MK, 1-ML, 1-MN, 1-MO, 1-MP, 1-MQ, 1-MR, 1-MS, 1-MT, 1-MU, 1-MV, 1-MW, 1-MX, 1-MY, 1-MZ, 1-NA, 1-NB, 1-NC, 1-ND, 1-NE, 1-NF, 1-NG, 1-NH, 1-NI, 1-NJ, 1-NK, 1-NL, 1-NM, 1-NO, 1-NP, 1-NQ, 1-NR, 1-NS, 1-NT, 1-NU, 1-NV, 1-NW, 1-NX, 1-NY, 1-NZ, 1-OA, 1-OB, 1-OC, 1-OD, 1-OE, 1-OF, 1-OG, 1-OH, 1-OI, 1-OJ, 1-OK, 1-OL, 1-OM, 1-ON, 1-OO, 1-OP, 1-OQ, 1-OR, 1-OS, 1-OT, 1-OU, 1-OV, 1-OW, 1-OX, 1-OY, 1-OZ, 1-PA, 1-PB, 1-PC, 1-PD, 1-PE, 1-PF, 1-PG, 1-PH, 1-PI, 1-PJ, 1-PK, 1-PL, 1-PM, 1-PN, 1-PO, 1-PP, 1-PQ, 1-PR, 1-PS, 1-PT, 1-PU, 1-PV, 1-PW, 1-PX, 1-PY, 1-PZ, 1-QA, 1-QB, 1-QC, 1-QD, 1-QE, 1-QF, 1-QG, 1-QH, 1-QI, 1-QJ, 1-QK, 1-QL, 1-QM, 1-QN, 1-QO, 1-QP, 1-QQ, 1-QR, 1-QS, 1-QT, 1-QU, 1-QV, 1-QW, 1-QX, 1-QY, 1-QZ, 1-RA, 1-RB, 1-RC, 1-RD, 1-RE, 1-RF, 1-RG, 1-RH, 1-RI, 1-RJ, 1-RK, 1-RL, 1-RM, 1-RN, 1-RO, 1-RP, 1-RQ, 1-RR, 1-RS, 1-RT, 1-RU, 1-RV, 1-RW, 1-RX, 1-RY, 1-RZ, 1-SA, 1-SB, 1-SC, 1-SD, 1-SE, 1-SF, 1-SG, 1-SH, 1-SI, 1-SJ, 1-SK, 1-SL, 1-SM, 1-SN, 1-SO, 1-SP, 1-SQ, 1-SR, 1-SS, 1-ST, 1-SU, 1-SV, 1-SW, 1-SX, 1-SY, 1-SZ, 1-TA, 1-TB, 1-TC, 1-TD, 1-TE, 1-TF, 1-TG, 1-TH, 1-TI, 1-TJ, 1-TK, 1-TL, 1-TM, 1-TN, 1-TO, 1-TP, 1-TQ, 1-TR, 1-TS, 1-TT, 1-TU, 1-TV, 1-TW, 1-TX, 1-TY, 1-TZ, 1-UA, 1-UB, 1-UC, 1-UD, 1-UE, 1-UF, 1-UG, 1-UH, 1-UI, 1-UJ, 1-UK, 1-UL, 1-UM, 1-UN, 1-UO, 1-UP, 1-UQ, 1-UR, 1-US, 1-UT, 1-UY, 1-UZ, 1-VA, 1-VB, 1-VC, 1-VD, 1-VE, 1-VF, 1-VG, 1-VH, 1-VI, 1-VJ, 1-VK, 1-VL, 1-VM, 1-VN, 1-VO, 1-VP, 1-VQ, 1-VR, 1-VS, 1-VT, 1-VU, 1-VV, 1-VW, 1-VX, 1-VY, 1-VZ, 1-WA, 1-WB, 1-WC, 1-WD, 1-WE, 1-WF, 1-WG, 1-WH, 1-WI, 1-WJ, 1-WK, 1-WL, 1-WM, 1-WN, 1-WO, 1-WP, 1-WQ, 1-WS, 1-WT, 1-WU, 1-WV, 1-WX, 1-WY, 1-WZ, 1-XA, 1-XB, 1-XC, 1-XD, 1-XE, 1-XF, 1-XG, 1-XH, 1-XI, 1-XJ, 1-XK, 1-XL, 1-XM, 1-XN, 1-XO, 1-XP, 1-XQ, 1-XR, 1-XS, 1-XT, 1-XU, 1-XV, 1-XW, 1-XX, 1-XY, 1-XZ, 1-YA, 1-YB, 1-YC, 1-YD, 1-YE, 1-YF, 1-YG, 1-YH, 1-YI, 1-YJ, 1-YK, 1-YL, 1-YM, 1-YN, 1-YO, 1-YP, 1-YQ, 1-YR, 1-YS, 1-YT, 1-YU, 1-YV, 1-YW, 1-YX, 1-YY, 1-YZ, 1-ZA, 1-ZB, 1-ZC, 1-ZD, 1-ZE, 1-ZF, 1-ZG, 1-ZH, 1-ZI, 1-ZJ, 1-ZK, 1-ZL, 1-ZM, 1-ZN, 1-ZO, 1-ZP, 1-ZQ, 1-ZR, 1-ZS, 1-ZT, 1-ZU, 1-ZV, 1-ZW, 1-ZX, 1-ZY, 1-ZZ, 1-AA, 1-AB, 1-AC, 1-AD, 1-AE, 1-AF, 1-AG, 1-AH, 1-AI, 1-AJ, 1-AK, 1-AL, 1-AM, 1-AN, 1-AO, 1-AP, 1-AQ, 1-AR, 1-AS, 1-AT, 1-AU, 1-AV, 1-AW, 1-AX, 1-AY, 1-AZ, 1-BA, 1-BB, 1-BC, 1-BD, 1-BE, 1-BF, 1-BG, 1-BH, 1-BI, 1-BJ, 1-BK, 1-BL, 1-BM, 1-BN, 1-BO, 1-BP, 1-BQ, 1-BR, 1-BS, 1-BT, 1-BU, 1-BV, 1-BW, 1-BX, 1-BY, 1-BZ, 1-CA, 1-CB, 1-CC, 1-CD, 1-CE, 1-CF, 1-CG, 1-CH, 1-CI, 1-CJ, 1-CK, 1-CL, 1-CM, 1-CN, 1-CO, 1-CP, 1-CQ, 1-CR, 1-CS, 1-CT, 1-CU, 1-CV, 1-CW, 1-CX, 1-CY, 1-CZ, 1-DA, 1-DB, 1-DC, 1-DD, 1-DE, 1-DF, 1-DG, 1-DH, 1-DI, 1-DJ, 1-DK, 1-DM, 1-DN, 1-DO, 1-DP, 1-DQ, 1-DR, 1-DS, 1-DT, 1-DU, 1-DV, 1-DW, 1-DX, 1-DY, 1-DZ, 1-EA, 1-EB, 1-EC, 1-ED, 1-EE, 1-EF, 1-EG, 1-EH, 1-EI, 1-EJ, 1-EK, 1-EL, 1-EM, 1-EN, 1-EO, 1-EP, 1-EQ, 1-ER, 1-ES, 1-ET, 1-EU, 1-EV, 1-EW, 1-EX, 1-EY, 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1-LJ, 1-LK, 1-LL, 1-LM, 1-LN, 1-LO, 1-LP, 1-LQ, 1-LR, 1-LS, 1-LT, 1-LU, 1-LV, 1-LW, 1-LX, 1-LY, 1-LZ, 1-MA, 1-MB, 1-MC, 1-MD, 1-ME, 1-MF, 1-MG, 1-MH, 1-MI, 1-MJ, 1-MK, 1-ML, 1-MN, 1-MO, 1-MP, 1-MQ, 1-MR, 1-MS, 1-MT, 1-MU, 1-MV, 1-MW, 1-MX, 1-MY, 1-MZ, 1-NA, 1-NB, 1-NC, 1-ND, 1-NE, 1-NF, 1-NG, 1-NH, 1-NI, 1-NJ, 1-NK, 1-NL, 1-NM, 1-NO, 1-NP, 1-NQ, 1-NR, 1-NS, 1-NT, 1-NU, 1-NV, 1-NW, 1-NX, 1-NY, 1-NZ, 1-OA, 1-OB, 1-OC, 1-OD, 1-OE, 1-OF, 1-OG, 1-OH, 1-OI, 1-OJ, 1-OK, 1-OL, 1-OM, 1-ON, 1-OO, 1-OP, 1-OQ, 1-OR, 1-OS, 1-OT, 1-OU, 1-OV, 1-OW, 1-OX, 1-OY, 1-OZ, 1-PA, 1-PB, 1-PC, 1-PD, 1-PE, 1-PF, 1-PG, 1-PH, 1-PI, 1-PJ, 1-PK, 1-PL, 1-PM, 1-PN, 1-PO, 1-PP, 1-PQ, 1-PR, 1-PS, 1-PT, 1-PU, 1-PV, 1-PW, 1-PX, 1-PY, 1-PZ, 1-QA, 1-QB, 1-QC, 1-QD, 1-QE, 1-QF, 1-QG, 1-QH, 1-QI, 1-QJ, 1-QK, 1-QL, 1-QM, 1-QN, 1-QO, 1-QP, 1-QQ, 1-QR, 1-QS, 1-QT, 1-QU, 1-QV, 1-QW, 1-QX, 1-QY, 1-QZ, 1-RA, 1-RB, 1-RC, 1-RD, 1-RE, 1-RF, 1-RG, 1-RH, 1-RI, 1-RJ, 1-RK, 1-RL, 1-RM, 1-RN, 1-RO, 1-RP, 1-RQ, 1-RR, 1-RS, 1-RT, 1-RU, 1-RV, 1-RW, 1-RX, 1-RY, 1-RZ, 1-SA, 1-SB, 1-SC, 1-SD, 1-SE, 1-SF, 1-SG, 1-SH, 1-SI, 1-SJ, 1-SK, 1-SL, 1-SM, 1-SN, 1-SO, 1-SP, 1-SQ, 1-SR, 1-SS, 1-ST, 1-SU, 1-SV, 1-SW, 1-SX, 1-SY, 1-SZ, 1-TA, 1-TB, 1-TC, 1-TD, 1-TE, 1-TF, 1-TG, 1-TH, 1-TI, 1-TJ, 1-TK, 1-TL, 1-TM, 1-TN, 1-TO, 1-TP, 1-TQ, 1-TR, 1-TS, 1-TT, 1-TU, 1-TV, 1-TW, 1-TX, 1-TY, 1-TZ, 1-UA, 1-UB, 1-UC, 1-UD, 1-UE, 1-UF, 1-UG, 1-UH, 1-UI, 1-UJ, 1-UK, 1-UL, 1-UM, 1-UN, 1-UO, 1-UP, 1-UQ, 1-UR, 1-US, 1-UT, 1-UY, 1-UZ, 1-VA, 1-VB, 1-VC, 1-VD, 1-VE, 1-VF, 1-VG, 1-VH, 1-VI, 1-VJ, 1-VK, 1-VL, 1-VM, 1-VN, 1-VO, 1-VP, 1-VQ, 1-VR, 1-VS, 1-VT, 1-VU, 1-VV, 1-VW, 1-VX, 1-VY, 1-VZ, 1-WA, 1-WB, 1-WC, 1-WD, 1-WE, 1-WF, 1-WG, 1-WH, 1-WI, 1-WJ, 1-WK, 1-WL, 1-WM, 1-WN, 1-WO, 1-WP, 1-WQ, 1-WS, 1-WT, 1-WU, 1-WV, 1-WX, 1-WY, 1-WZ, 1-XA, 1-XB, 1-XC, 1-XD, 1-XE, 1-XF, 1-XG, 1-XH, 1-XI, 1-XJ, 1-XK, 1-XL, 1-XM, 1-XN, 1-XO, 1-XP, 1-XQ, 1-XR, 1-XS, 1-XT, 1-XU, 1-XV, 1-XW, 1-XX, 1-XY, 1-XZ, 1-YA, 1-YB, 1-YC, 1-YD, 1-YE, 1-YF, 1-YG, 1-YH, 1-YI, 1-YJ, 1-YK, 1-YL, 1-YM, 1-YN, 1-YO, 1-YP, 1-YQ, 1-YR, 1-YS, 1-YT, 1-YU, 1-YV, 1-YW, 1-YX, 1-YY, 1-YZ, 1-ZA, 1-ZB, 1-ZC, 1-ZD, 1-ZE, 1-ZF, 1-ZG, 1-ZH, 1-ZI, 1-ZJ, 1-ZK, 1-ZL, 1-ZM, 1-ZN, 1-ZO, 1-ZP, 1-ZQ, 1-ZR, 1-ZS, 1-ZT, 1-ZU, 1-ZV, 1-ZW, 1-ZX, 1-ZY, 1-ZZ, 1-AA, 1-AB, 1-AC, 1-AD, 1-AE, 1-AF, 1-AG, 1-AH, 1-AI, 1-AJ, 1-AK, 1-AL, 1-AM, 1-AN, 1-AO, 1-AP, 1-AQ, 1-AR, 1-AS, 1-AT, 1-AU, 1-AV, 1-AW, 1-AX, 1-AY, 1-AZ, 1-BA, 1-BB, 1-BC, 1-BD, 1-BE, 1-BF, 1-BG, 1-BH, 1-BI, 1-BJ, 1-BK, 1-BL, 1-BM, 1-BN, 1-BO, 1-BP, 1-BQ, 1-BR, 1-BS, 1-BT, 1-BU, 1-BV, 1-BW, 1-BX, 1-BY, 1-BZ, 1-CA, 1-CB, 1-CC, 1-CD, 1-CE, 1-CF, 1-CG, 1-CH, 1-CI, 1-CJ, 1-CK, 1-CL, 1-CM, 1-CN, 1-CO, 1-CP, 1-CQ, 1-CR, 1-CS, 1-CT, 1-CU, 1-CV, 1-CW, 1-CX, 1-CY, 1-CZ, 1-DA, 1-DB, 1-DC, 1-DD, 1-DE, 1-DF, 1-DG, 1-DH, 1-DI, 1-DJ, 1-DK, 1-DM, 1-DN, 1-DO, 1-DP, 1-DQ, 1-DR, 1-DS, 1-DT, 1-DU, 1-DV, 1-DW, 1-DX, 1-DY, 1-DZ, 1-EA, 1-EB, 1-EC, 1-ED, 1-EE, 1-EF, 1-EG, 1-EH, 1-EI, 1-EJ, 1-EK, 1-EL,																											



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TEXAS DEPARTMENT OF AGRICULTURE

COMMISSIONER SID MILLER

P. O. BOX 12847 AUSTIN, TX 78711-2847

(877) LIC-AGRI (877-542-2474)

For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE

www.tda.state.tx.us



NURSERY/FLORAL CERTIFICATE OF REGISTRATION

This is to certify that the person listed below is licensed to sell nursery/floral products at the indicated location in accordance with Texas Agriculture Code Chapter 71.

WHITMORE & SONS, INC.
1501 BACCARAC CT
EULESS TX 76040

Client Name: WHITMORE AND SONS INC
TDA Client No: 00452032

CERTIFICATE NO: 0014835

CERTIFICATE TYPE: NURSERY FLORAL CLASS 1

Effective Date: October 31, 2015

Expiration Date: October 31, 2016

MUST BE POSTED IN A CONSPICUOUS LOCATION

THIS CERTIFICATE IS NON-TRANSFERABLE

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

BRANDON LONG

Is hereby licensed as a

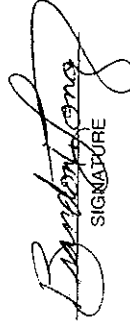
LICENSED IRRIGATOR

License Number

LI0009538

Expires

06/30/2019


SIGNATURE


EXECUTIVE DIRECTOR

TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847
(877) LIC-AGRI (877-542-2474)



For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE
www.TexasAgriculture.gov

COMMERCIAL PESTICIDE APPLICATOR LICENSE

This is to certify that the person whose name appears below has met the requirements of Texas Agriculture Code Chapter 76, relating to application of restricted-use or state-limited-use pesticides or regulated herbicides. This license is issued for purchase and application of restricted-use or state-limited-use pesticides or regulated herbicides to be used according to label directions consistent with the use categories listed below.

DEBORAH SALCIDO
1100 VALLEY VIEW DR
HURST TX 76053

TDA Client No:	00513234
License No:	0669123
Effective Date:	April 30, 2016
Expires:	April 30, 2017
Categories:	



Grounds Mowing Contract - Bid Tabulation			
	Lonestar Landscapes	The Lawn Firm	Whitmore and Sons
Total Contract Price	\$202,858.40	\$187,779.00	\$167,372.50
Price	37.6	40.6	50
Operational Plan	32	34	34
Experience/Reference	14	15	15
Points Total	83.6	89.6	99
Bid Award	3	2	1

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2016-108781

Date Filed:
09/07/2016

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Whitmore and Sons, Inc.
Euless, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

16-01
Grounds Maintenance Contract - Mowing

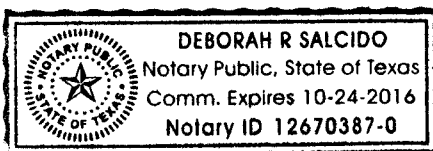
4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.



6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



AFFIX NOTARY STAMP / SEAL ABOVE

Signature of authorized agent of contracting business entity

Sworn to and subscribed before me, by the said Brandon Long, this the 7th day of September, 2016, to certify which, witness my hand and seal of office.

Deborah Salcido Deborah Salcido Notary Public
Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4i

Agenda Date 09/20/2016

Number Resolution R-16-4035

Type Resolution

Department Parks and Recreation

Title

Approval of a contract renewal for the Horticultural Grounds Maintenance Contract to the Lawn Firm, in an amount not to exceed \$162,324, and authorize the city manager to execute the contract, and any associated change orders, in an amount not to exceed 25% of the original contract amount, subject to the approval of funding in the Fiscal Year 2017 (FY 2017) budget

Strategy Map Connection

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

F2- Invest to provide and maintain high quality public assets

Explanation

Reading and Public Hearing

On September 18, 2012, the City Council awarded the bid for the Horticulture Grounds Maintenance Contract, to the Lawn Firm, in the amount of \$145,734. The contract included an option to renew for five (5) additional one (1) year periods, not to exceed the consumer price index (CPI) of the Dallas/Fort Worth standard metropolitan area, for the previous 12 month period.

At the September 17, 2013, meeting City Council approved the renewal of the contract for the first option year, FY 2014, for a total net contract amount of \$145,734. At the September 16, 2014, meeting City Council approved the renewal of the contract for the second option year for a total net contract amount of \$147,189.

In Fiscal Year 2014, the City executed a change order in the amount of \$1,455 to the contract to add the John McCain Road/Pleasant Run Road roundabout landscaped bed to the contract. As seen in the table below, change orders totaling \$15,135 were executed in FY 2015. These change orders added maintenance to the medians along Church Street, to the roundabout at the intersection of Jackson Road and Cheek-Sparger Road, to the City Hall grounds, and to City Park. The Fiscal Year 2016 option was renewed at the same cost of \$162,324.

Staff recommends renewal of the Horticulture Grounds Maintenance Contract for the fourth year option with the Lawn Firm for a total net contract amount of \$162,324. There are no price increases for FY 2017.

Annual Contract Overview	
Initial Contract (FY 13) contract price	\$ 145,734.00
Renewal 1 (FY 14) contract price	\$ 145,734.00
Renewal 2 (FY 15) contract price	\$ 147,189.00
FY 15 Change Order(s)	\$15,135.00
Renewal 3 (FY 16)proposed contract price	\$ 162,324.00
Renewal 4 (FY 17) proposed contract price	\$ 162,324.00

The scope of services for this contract includes:

- Bed weeding
- Pre and post weed control
- Shrub, tree, and ground cover pruning
- Mulching of beds
- Installation of seasonal color
- Fertilization
- Insect control

The frequency of these services depends on the maintenance need priorities and the usage of the property. Bed weeding ranges from 26 cycles per year to 52 cycles annually. Mulching is 1-2 cycles per year, fertilization is twice a year and everything else is scheduled on an as needed basis.

The Horticulture Grounds Maintenance Contract includes horticulture practices, annual color changes, and required chemical application services for the period of October 1, 2016 through September 30, 2017.

The attached FY 2017 Property Chart is a summary of annual costs to maintain individual properties.

Financial Impact

Funds have been allocated in the proposed FY 2017 budget in the Park Maintenance Miscellaneous Contractual Services, 001-32-10-6226, to provide services from October 1, 2016 through September 30, 2017, in the amount of \$162,324.

Recommendation

Approve

Attachments

1. FY 17 Property Chart

FY 2016 Property Chart

Property Maintained	Cost
Entry Sign Landscape Bed Number 1 7150 Colleyville Boulevard	\$816
Entry Sign Landscape Bed Number 2 4551 Colleyville Boulevard	\$816
Entry Sign Landscape Bed Number 3 305 W. Glade Road	\$774
Entry Sign Landscape Bed Number 4 3829 Glade Road	\$1,325
Entry Sign Landscape Bed Number 5 1101 W. McDonwell School Road	\$795
Entry Sign Landscape Bed Number 6 6900 Pool Road	\$795
Entry Sign Landscape Bed Number 7 5700 Pool Road	\$795
Riverwalk Medians and ROW	\$3,866
Bogart Road Median and ROW From Hall-Johnson to Pleasant Run	\$3,734
Bransford Park 405 Bransford Road	\$2,144
Bransford / Centerpark Medians and ROW	\$348
City Hall / Library 100 Main Street	\$9,349
City Park 5205 Bransford Road	\$35,472
Colleyville Center 5301 Riverwalk Drive	\$11,508
Cottonbelt Trail Hurst city limits to North of John McCain Road	\$1,920
Central Fire Station 5209 Colleyville Boulevard	\$1,194
Fire Station Number 1 1900 Hall-Johnson Road	\$294
Fire Station Number 2 5212 Pool Road	\$540
Fire Station Number 3 312 W. McDonwell School Road	\$550
Glade Road Medians Heritage Avenue to Auburndale Avenue	\$5,404
Glade / Pool Road Traffic Circle Median	\$1,285
Hall-Johnson Road Medians and ROW	\$9,078
Heritage Medians	\$174
Justice Center	\$5,228
Kimzey Park	\$5,538
LD Lockett Park	\$1,405
McPherson Park	\$13,581

FY 2016 Property Chart

Bidault House	\$809
Nature Center	\$1,207
Pleasant Run Soccer Complex	\$14,647
Pleasant Run Practice Facility	\$3,854
Reagan Park	\$1,803
Senior Center	\$6,260
Sparger Park	\$1,650
Westmont Trail	\$666
Woodbriar Park	\$770
John McCain Road / Pleasant Run Road Roundabout Bed	\$1,455
Church Street medians	\$8,105
Jackson Road / Cheek-Sparger Road Roundabout	\$2,370
Total	\$162,324

Grand Total	\$162,324
<u>Contract renewal horticulture prices for FY 2017 submitted by:</u> Company Name:_____ Signature of Company Representative:_____ Printed Name of Company Representative:_____	



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4j
Type Resolution
Department Public Works

Agenda Date 09/20/2016

Number Resolution R-16-4035

Title

Approval of an Interlocal Purchasing Agreement between the City of Colleyville and the North Central Texas Council of Governments (NCTCOG) for the purchase of products and services through the North Texas SHARE Program, and authorize the city manager to execute the agreement

Strategy Map Connection

B3- Utilize partnerships to implement cost-effective service solutions

Explanation

Reading and Public Hearing

In the State of Texas, a local government may participate in a cooperative purchasing program, allowing for multiple cities to purchase goods and services under a competitively bid contract pursuant to the Texas Local Government Code, Chapter 271, Subchapter F (attached for reference). The City of Colleyville participates in several programs to allow for cost effective and efficient procurement processes.

The North Central Texas Council of Governments (NCTCOG) has recently introduced North Texas SHARE, a new cooperative purchasing program, designed to deliver a customer-focused marketplace and meet the needs of North Texas' public sector entities. The SHARE program is the direct outcome of local governments partnering together to identify common needs in the North Texas area and developing solutions through collaboration and cooperative purchasing programs.

North Texas SHARE is a recent endeavor for the NCTCOG, which is in the process of expanding the services offered in the program. The services/contracts that are currently available in the program include:

- Electronic Warrant Payment Services
- Learning Management System (LMS)
- Other Post-Employment Benefits
- Pavement Analysis Services
- Temporary Staffing

The North Texas SHARE allows member cities all of the benefits associated with cooperative purchases including reduced administrative efforts, simplified procurement processes, access to quality contracts and qualified vendors, faster receipt of services and products, and a competitive volume pricing rate. The North Texas SHARE program member cities currently include Addison, Carrollton, Euless, Fate, Grapevine, Irving, Kennedale, Midlothian, Roanoke, and Richardson. If the City of Colleyville becomes a member of the North Texas SHARE program, the City of Colleyville will be able to utilize contracts which have been competitively solicited and awarded by NCTCOG. This will also allow access to contracts which NCTCOG serves as a coordinating agent to administer the use of eligible contracts competitively solicited and awarded by other participants in the North Texas SHARE program. The proposed agreement is for a period of 12 months and automatically renews every 12 months unless terminated by either party.

The City of Colleyville performs a pavement assessment every few years and is slated to perform the next assessment in FY2017. This proposed Interlocal Purchasing Agreement will allow for the City to compare the services offered and competitively bid by four separate providers to determine which vendor would provide the best value to the City of Colleyville. The four vendors which perform pavement assessments that are participating in the NCTCOG North Texas SHARE program include:

- Data Transfer Solutions, LLC (DTS)
- Dynatest North America, Inc.
- Furgo Roadware, Inc.
- IMS Infrastructure Management Services

Financial Impact

There is no cost or direct financial impact to the City to participate in the cooperative purchasing arrangement and the City is under no obligation to use the vendors in the purchasing cooperative should we choose not to.

Recommendation

Approve

Attachments

1. Texas Local Government Code Chapter 271 Subchapter F
2. Proposed Interlocal Agreement

LOCAL GOVERNMENT CODE

TITLE 8. ACQUISITION, SALE, OR LEASE OF PROPERTY

SUBTITLE C. ACQUISITION, SALE, OR LEASE PROVISIONS APPLYING TO MORE THAN ONE TYPE OF LOCAL GOVERNMENT

CHAPTER 271. PURCHASING AND CONTRACTING AUTHORITY OF MUNICIPALITIES, COUNTIES, AND CERTAIN OTHER LOCAL GOVERNMENTS

SUBCHAPTER F. COOPERATIVE PURCHASING PROGRAM

Sec. 271.101. DEFINITIONS. In this subchapter:

(1) "Local cooperative organization" means an organization of governments established to provide local governments access to contracts with vendors for the purchase of materials, supplies, services, or equipment.

(2) "Local government" means a county, municipality, special district, school district, junior college district, regional planning commission, or other political subdivision of the state.

Added by Acts 1995, 74th Leg., ch. 746, Sec. 7, eff. Aug. 28, 1995.

Sec. 271.102. COOPERATIVE PURCHASING PROGRAM PARTICIPATION. (a) A local government may participate in a cooperative purchasing program with another local government of this state or another state or with a local cooperative organization of this state or another state.

(b) A local government that is participating in a cooperative purchasing program may sign an agreement with another participating local government or a local cooperative organization stating that the signing local government will:

(1) designate a person to act under the direction of, and on behalf of, that local government in all matters relating to the program;

(2) make payments to another participating local government or a local cooperative organization or directly to a vendor under a contract made under this subchapter, as provided in the agreement between the participating local governments or between a local government and a local cooperative organization; and

(3) be responsible for a vendor's compliance with provisions relating to the quality of items and terms of delivery, to the extent provided in the agreement between the participating local governments or between a local government and a local cooperative organization.

(c) A local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

Added by Acts 1995, 74th Leg., ch. 746, Sec. 7, eff. Aug. 28, 1995.

Amended by:

Acts 2015, 84th Leg., R.S., Ch. 261 (S.B. [1281](#)), Sec. 1, eff. May 29, 2015.

MASTER INTERLOCAL PURCHASING AGREEMENT

THIS MASTER INTERLOCAL AGREEMENT (“ILA”), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the “Act”), by and between the North Central Texas Council of Governments, hereinafter referred to as “NCTCOG,” having its principal place of business at 616 Six Flags Drive, Arlington, TX 76011, and the City of Colleyville, a local government, a state agency, or a non-profit corporation created and operated to provide one or more governmental functions and services, hereinafter referred to as “Participant,” having its principal place of business at 100 Main Street, Colleyville, TX 76034

WHEREAS, NCTCOG is a regional planning commission and political subdivision of the State of Texas operating under Chapter 391, Texas Local Government Code; and

WHEREAS, pursuant to the Act, NCTCOG is authorized to contract with eligible entities to perform governmental functions and services, including the purchase of goods and services; and

WHEREAS, in reliance on such authority, NCTCOG has instituted a cooperative purchasing program under which it contracts with eligible entities under the Act; and

WHEREAS, Participant has represented that it is an eligible entity under the Act, that it is authorized to enter into this Agreement on September 20, 2016 (Date), and that it desires to contract with NCTCOG on the terms set forth below;

NOW, THEREFORE, NCTCOG and the Participant do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Participant represents and warrants to NCTCOG that (1) it is eligible to contract with NCTCOG under the Act for the purposes recited herein because it is one of the following: a local government, as defined in the Act (a county, a municipality, a special district, or other political subdivision of the State of Texas or any other state, or a combination of two or more of those entities, a state agency (an agency of the State of Texas as defined in Section 771.002 of the Texas Government Code, or a similar agency of another state), or a non-profit corporation created and operated to provide one or more governmental functions and services, and (2) it possesses adequate legal authority to enter into this Agreement.

ARTICLE 2: SCOPE OF SERVICES

The Participant appoints NCTCOG its true and lawful purchasing agent for the purchase of certain products and services (“Products” or “Services”) through the **North Texas SHARE** program. Participant will access the Program through **www.NorthTexasSHARE.org**. All purchases under this Agreement shall comply with applicable Texas competitive bidding statutes as well as the specifications, contract terms and pricing applicable to such purchases. NCTCOG may also serve as a coordinating agent to administer the use of eligible Participant contracts to other participants of North Texas SHARE. The eligibility of such contracts will be determined by incorporation of coordinating agent authorization in Participant’s solicitation documents. Title to all products purchased under the North Texas SHARE program shall be held by Participant unless otherwise agreed. Nothing in this Agreement shall preclude the Participant from purchasing Products and/or Services offered in the North Texas SHARE program directly from the vendor/supplier.

ARTICLE 3: PAYMENTS

Upon delivery of goods or services purchased and presentation of a properly documented invoice, the Participant shall promptly, and in any case within thirty (30) days, pay the contracted provider the full amount of the invoice. All payments for goods or services will be made from current revenues available to the paying party. In no event shall NCTCOG have any financial liability to the Participant for any goods or services Participant purchases through the North Texas SHARE program.

ARTICLE 4: PERFORMANCE PERIOD

This Agreement shall be effective when signed by the last party whose signing makes the Agreement fully executed and will remain in full force and effect for one (1) year. This Agreement shall automatically renew for successive one-year terms unless sooner terminated in accordance with Article 6 below. Any modification of this Agreement must comply with the requirements of Article 5 below.

ARTICLE 5: CHANGES AND AMENDMENTS

This Agreement may be amended only by a written amendment executed by both parties, except that any alternations, additions, or deletions to the terms of this Agreement which are required by changes in Federal and State law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation. NCTCOG reserves the right from time to time to make changes in the scope of products and services offered through the North Texas SHARE program.

ARTICLE 6: TERMINATION PROCEDURES

NCTCOG or the Participant may cancel this Agreement for any reason and at any time upon thirty (30) days written notice by certified mail to the other party to this Agreement. The obligation of the Participant to pay for any Service and/or Products purchased under this Agreement, shall survive such cancellation, as well as any other Participant costs incurred prior to the effective date of the cancellation.

ARTICLE 7: APPLICABLE LAWS

NCTCOG and the Participant agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, and ordinances and laws in effect or promulgated during the term of this Agreement.

ARTICLE 8: DISPUTE RESOLUTION

The parties to this Agreement agree to the extent possible and not in contravention of any applicable state or federal law or procedure established for dispute resolution, to attempt to resolve any dispute between them regarding this Agreement informally through voluntary mediation, arbitration or any other local dispute mediation process before resorting to litigation.

ARTICLE 9: MISCELLANEOUS

- a. This Agreement has been made under and shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under, or in connection with, this Agreement shall lie exclusively in Tarrant County, Texas.
- b. The persons executing this Agreement hereby represent that they have authorization to sign on behalf of their respective entities.
- c. This Agreement and the rights and obligations contained herein may not be assigned by either party without the prior written approval of the other party to this Agreement.

- d. All parties agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.
- e. To the extent that either party to this Agreement shall be wholly or partially prevented from the performance within the term specified of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed; provided, however, force majeure shall not excuse an obligation solely to pay funds.
- f. This Agreement and any attachments/addendums, as provided herein, constitute the complete agreement between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein.

THIS INSTRUMENT HAS BEEN EXECUTED IN TWO ORIGINALS BY THE PARTIES HERETO AS FOLLOWS:

North Central Texas Council of Governments
North Texas SHARE
616 Six Flags Drive, Arlington, Texas 76011

NCTCOG Executive Director or Designee

Signature of Executive Director or Designee

Date

City of Colleyville

Name of Participant Agency

100 Main Street

Mailing Address

Colleyville Texas 76034

City State Zip

Name and Title of Authorized Official or Designee

Signature

Date



City of Colleyville City Council Agenda Briefing

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

Agenda Number 4k

Agenda Date 09/20/2016

Number Resolution R-16-4035

Type Resolution

Department Information Services

Title

Approval to renew the annual license agreement with Incode Court software, with Tyler Technologies, for the Joint Municipal Courts of Colleyville and Keller with a first year cost of \$28,943, and authorize the city manager to execute the agreement

Strategy Map Connection

B1- Seek innovative technology solutions where appropriate

B2- Proactively seek process improvements and sustainable solutions

Explanation

Reading and Public Hearing

On March 20, 2012, the Colleyville City Council unanimously approved the interlocal agreement to combine Municipal Court services with the City of Keller.

The need for new court software was identified as a part of the regionalization of the court. Subsequently, both cities imposed a legislatively authorized fee for court technology of \$4.00, which is included on each citation. The revenue received from these fees would be combined to acquire new software that can improve efficiency in existing operations. The software that was identified for purchase was Incode Court software, a product of Tyler Technologies. This software is compatible with the current MUNIS Financial Software Suite that Colleyville utilizes.

The annual cost of the software platform was \$45,662 which was evenly divided in the first year of operation and subsequent years were allocated between the cities based upon the number of citations. There was also a one-time data conversion cost of \$58,290, plus maximum travel cost of \$12,005, which totaled \$70,295 and was also divided evenly between the cities.

The original contract was a four-year Software as a Service (SaaS) agreement, that expired May 31, 2016. The total cost of the term was \$182,648 and has been paid in accordance with the below chart.

[illegible]

The proposed contract is an on premise agreement that moves the current software platform from an off-site Incode hosted service, to a City of Colleyville hosted service. By moving the service on premise, connectivity with the software platform should be enhanced, which will aid the court staff. This modification has worked successfully for other municipalities who utilize the same software.

The proposed contract is a perpetual license agreement that allows the City of Colleyville to own the rights to the software platform, as is, indefinitely; however, the annual support and maintenance fee will be \$25,894 in the first year. There is an additional annual fee of \$2,589 for Tyler University, which allows employees to utilize the Incode knowledge base and existing training videos and seminars. There is also a one-time cost of \$1,200 allocated for technical services involved in moving software and data to the City of Colleyville data center, bringing the total first year cost to \$28,483.

Until the final acceptance is signed, Incode will impose a monthly fee of \$3,805 which will be allocated between the cities based upon the number of citations. The new contract agreement will go into effect after the final acceptance of delivery documents is signed.

Financial Impact

The City of Colleyville and the City of Keller Municipal Courts have paid a combined annual cost of \$45,662 for the last four years. The new software agreement will be a cost savings of 38% in the first year cost of \$28,483. The annual cost of the software and service conversion will be funded from the Court Technology Fund of the cities of Colleyville and Keller.

Form 1295 - Acknowledged by City, and is attached to this agenda briefing.

Recommendation

Approve

Attachments

1. Incode Perpetual Contract
2. Form 1295



LICENSE AND SERVICES AGREEMENT

This License and Services Agreement is made between Tyler Technologies, Inc. and Client.

WHEREAS, Client and Tyler are parties to a contract, numbered 2012-0050 ("SaaS Agreement"), under which Tyler licensed to Client certain software products and provided certain services; and

WHEREAS, the SaaS Agreement term ended on May 31, 2016 and Client now desires to purchase a perpetual license to use the Tyler Software, and wishes to host the Tyler Software in Client's own environment; and

WHEREAS, Tyler desires to provide such products and services under the terms of this Agreement.

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants and promises set forth in this Agreement, Tyler and Client agree as follows:

SECTION A – DEFINITIONS

- **"Agreement"** means this License and Services Agreement.
- **"Business Travel Policy"** means our business travel policy. A copy of our current Business Travel Policy is attached as Schedule 1 to Exhibit B.
- **"Client"** means City of Colleyville, TX.
- **"Defect"** means a failure of the Tyler Software to substantially conform to the functional descriptions set forth in our written proposal to you, or their functional equivalent. Future functionality may be updated, modified, or otherwise enhanced through our maintenance and support services, and the governing functional descriptions for such future functionality will be set forth in our then-current Documentation.
- **"Developer"** means a third party who owns the intellectual property rights to Third Party Software.
- **"Documentation"** means any online or written documentation related to the use or functionality of the Tyler Software that we provide or otherwise make available to you, including instructions, user guides, manuals and other training or self-help documentation.
- **"Effective Date"** means the date on which your authorized representative signs the Agreement.
- **"Force Majeure"** means an event beyond the reasonable control of you or us, including, without limitation, governmental action, war, riot or civil commotion, fire, natural disaster, or any other cause that could not with reasonable diligence be foreseen or prevented by you or us.
- **"Investment Summary"** means the agreed upon cost proposal for the software, products, and services attached as Exhibit A.
- **"Invoicing and Payment Policy"** means the invoicing and payment policy. A copy of our current Invoicing and Payment Policy is attached as Exhibit B.
- **"Maintenance and Support Agreement"** means the terms and conditions governing the provision of maintenance and support services to all of our customers. A copy of our current Maintenance and Support Agreement is attached as Exhibit C.
- **"Support Call Process"** means the support call process applicable to all of our customers who have



licensed the Tyler Software. A copy of our current Support Call Process is attached as Schedule 1 to Exhibit C.

- **“Third Party Terms”** means, if any, the end user license agreement(s) or similar terms for the Third Party Software, as applicable.
- **“Third Party Hardware”** means the third party hardware, if any, identified in the Investment Summary.
- **“Third Party Products”** means the Third Party Software and Third Party Hardware.
- **“Third Party Software”** means the third party software, if any, identified in the Investment Summary.
- **“Tyler”** means Tyler Technologies, Inc., a Delaware corporation.
- **“Tyler Software”** means our proprietary software, including any integrations, custom modifications, and/or other related interfaces identified in the Investment Summary and licensed by us to you through this Agreement.
- **“we”, “us”, “our”** and similar terms mean Tyler.
- **“you”** and similar terms mean Client.

SECTION B – SOFTWARE LICENSE

1. License Grant and Restrictions.

- 1.1 We grant to you a license to use the Tyler Software for your internal business purposes only, in the scope of the internal business purposes disclosed to us as of the Effective Date. You may make copies of the Tyler Software for backup and testing purposes, so long as such copies are not used in production and the testing is for internal use only. Your rights to use the Tyler Software are perpetual but may be revoked if you do not comply with the terms of this Agreement.
- 1.2 The Documentation is licensed to you and may be used and copied by your employees for internal, non-commercial reference purposes only.
- 1.3 You may not: (a) transfer or assign the Tyler Software to a third party; (b) reverse engineer, decompile, or disassemble the Tyler Software; (c) rent, lease, lend, or provide commercial hosting services with the Tyler Software; or (d) publish or otherwise disclose the Tyler Software or Documentation to third parties.
- 1.4 The license terms in this Agreement apply to updates and enhancements we may provide to you or make available to you through your Maintenance and Support Agreement.
- 1.5 The right to transfer the Tyler Software to a replacement hardware system is included in your license. You will give us advance written notice of any such transfer and will pay us for any required or requested technical assistance from us associated with such transfer.
- 1.6 We reserve all rights not expressly granted to you in this Agreement. The Tyler Software and Documentation are protected by copyright and other intellectual property laws and treaties. We own the title, copyright, and other intellectual property rights in the Tyler Software and the Documentation. **The Tyler Software is licensed, not sold.**

2. License Fees. You agree to pay us the license fees in the amounts set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy.

3. Escrow. We maintain an escrow agreement with a third party under which we place the source code for each major release of the Tyler Software. You may be added as a beneficiary to the escrow agreement by

completing a standard beneficiary enrollment form and paying the annual beneficiary fee set forth in the Investment Summary. You will be responsible for maintaining your ongoing status as a beneficiary, including payment of the then-current annual beneficiary fees. Release of source code for the Tyler Software is strictly governed by the terms of the escrow agreement.

4. Limited Warranty. We warrant that the Tyler Software will be without Defect(s) as long as you have a Maintenance and Support Agreement in effect. If the Tyler Software does not perform as warranted, we will use all reasonable efforts, consistent with industry standards, to cure the Defect as set forth in the Maintenance and Support Agreement.

SECTION C – PROFESSIONAL SERVICES

1. Services. We will provide you the various implementation-related services itemized in the Investment Summary and described in our industry standard implementation plan. We will finalize that documentation with you upon execution of this Agreement.
2. Professional Services Fees. You agree to pay us the professional services fees in the amounts set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy. You acknowledge that the fees stated in the Investment Summary are good-faith estimates of the amount of time and materials required for your implementation. We will bill you the actual fees incurred based on the in-scope services provided to you. Any discrepancies in the total values set forth in the Investment Summary will be resolved by multiplying the applicable hourly rate by the quoted hours.
3. Additional Services. The Investment Summary contains the scope of services and related costs (including programming and/or interface estimates) required for the project based on our understanding of the specifications you supplied. If additional work is required, or if you use or request additional services, we will provide you with an addendum or change order, as applicable, outlining the costs for the additional work. The price quotes in the addendum or change order will be valid for thirty (30) days from the date of the quote.
4. Cancellation. We make all reasonable efforts to schedule our personnel for travel, including arranging travel reservations, at least two (2) weeks in advance of commitments. Therefore, if you cancel services less than two (2) weeks in advance (other than for Force Majeure or breach by us), you will be liable for all (a) non-refundable expenses incurred by us on your behalf, and (b) daily fees associated with cancelled professional services if we are unable to reassign our personnel. We will make all reasonable efforts to reassign personnel in the event you cancel within two (2) weeks of scheduled commitments.
5. Services Warranty. We will perform the services in a professional, workmanlike manner, consistent with industry standards. In the event we provide services that do not conform to this warranty, we will re-perform such services at no additional cost to you.
6. Site Access and Requirements. At no cost to us, you agree to provide us with full and free access to your personnel, facilities, and equipment as may be reasonably necessary for us to provide implementation services, subject to any reasonable security protocols or other written policies provided to us as of the Effective Date, and thereafter as mutually agreed to by you and us. You further agree to provide a reasonably suitable environment, location, and space for the installation of the Tyler Software and any Third Party Products, including, without limitation, sufficient electrical circuits, cables, and other reasonably necessary items required for the installation and operation of the Tyler Software and any Third Party Products.

7. Client Assistance. You acknowledge that the implementation of the Tyler Software is a cooperative process requiring the time and resources of your personnel. You agree to use all reasonable efforts to cooperate with and assist us as may be reasonably required to meet the agreed upon project deadlines and other milestones for implementation. This cooperation includes at least working with us to schedule the implementation-related services outlined in this Agreement. We will not be liable for failure to meet any deadlines and milestones when such failure is due to Force Majeure or to the failure by your personnel to provide such cooperation and assistance (either through action or omission).

SECTION D – MAINTENANCE AND SUPPORT

This Agreement includes the period of free maintenance and support services identified in the Invoicing and Payment Policy. If you have purchased ongoing maintenance and support services, and continue to make timely payments for them according to our Invoicing and Payment Policy, we will provide you with maintenance and support services for the Tyler Software under the terms of our standard Maintenance and Support Agreement.

If you have opted not to purchase ongoing maintenance and support services for the Tyler Software, the Maintenance and Support Agreement does not apply to you. Instead, you will only receive ongoing maintenance and support on the Tyler Software on a time and materials basis. In addition, you will:

- (i) receive the lowest priority under our Support Call Process;
- (ii) be required to purchase new releases of the Tyler Software, including fixes, enhancements and patches;
- (iii) be charged our then-current rates for support services, or such other rates that we may consider necessary to account for your lack of ongoing training on the Tyler Software;
- (iv) be charged for a minimum of two (2) hours of support services for every support call; and
- (v) not be granted access to the support website for the Tyler Software or the Tyler Community Forum.

SECTION E – THIRD PARTY PRODUCTS

To the extent there are any Third Party Products set forth in the Investment Summary, the following terms and conditions will apply:

1. Third Party Hardware. We will sell, deliver, and install onsite the Third Party Hardware, if you have purchased any, for the price set forth in the Investment Summary. Those amounts are payable in accordance with our Invoicing and Payment Policy.
2. Third Party Software. Upon payment in full of the Third Party Software license fees, you will receive a non-transferable license to use the Third Party Software and related documentation for your internal business purposes only. Your license rights to the Third Party Software will be governed by the Third Party Terms.
 - 2.1 We will install onsite the Third Party Software. The installation cost is included in the installation fee in the Investment Summary.
 - 2.2 If the Developer charges a fee for future updates, releases, or other enhancements to the Third Party Software, you will be required to pay such additional future fee.

2.3 The right to transfer the Third Party Software to a replacement hardware system is governed by the Developer. You will give us advance written notice of any such transfer and will pay us for any required or requested technical assistance from us associated with such transfer.

3. Third Party Products Warranties.

3.1 We are authorized by each Developer to grant or transfer the licenses to the Third Party Software.

3.2 The Third Party Hardware will be new and unused, and upon payment in full, you will receive free and clear title to the Third Party Hardware.

3.3 You acknowledge that we are not the manufacturer of the Third Party Products. We do not warrant or guarantee the performance of the Third Party Products. However, we grant and pass through to you any warranty that we may receive from the Developer or supplier of the Third Party Products.

4. Maintenance. If you have a Maintenance and Support Agreement in effect, you may report defects and other issues related to the Third Party Software directly to us, and we will (a) directly address the defect or issue, to the extent it relates to our interface with the Third Party Software; and/or (b) facilitate resolution with the Developer, unless that Developer requires that you have a separate, direct maintenance agreement in effect with that Developer. In all events, if you do not have a Maintenance and Support Agreement in effect with us, you will be responsible for resolving defects and other issues related to the Third Party Software directly with the Developer.

SECTION F – INVOICING AND PAYMENT; INVOICE DISPUTES

1. Invoicing and Payment. We will invoice you for all fees set forth in the Investment Summary per our Invoicing and Payment Policy, subject to Section F(2).
2. Invoice Disputes. If you believe any delivered software or service does not conform to the warranties in this Agreement, you will provide us with written notice within thirty (30) days of your receipt of the applicable invoice. The written notice must contain reasonable detail of the issues you contend are in dispute so that we can confirm the issue and respond to your notice with either a justification of the invoice, an adjustment to the invoice, or a proposal addressing the issues presented in your notice. We will work with you as may be necessary to develop an action plan that outlines reasonable steps to be taken by each of us to resolve any issues presented in your notice. You may withhold payment of the amount(s) actually in dispute, and only those amounts, until we complete the action items outlined in the plan. If we are unable to complete the action items outlined in the action plan because of your failure to complete the items agreed to be done by you, then you will remit full payment of the invoice. We reserve the right to suspend delivery of all services, including maintenance and support services, if you fail to pay an invoice not disputed as described above within fifteen (15) days of notice of our intent to do so.

SECTION G – TERMINATION

1. For Cause. If you believe we have materially breached this Agreement, you will invoke the Dispute Resolution clause set forth in Section I(3). You may terminate this Agreement for cause in the event we do not cure, or create a mutually agreeable action plan to address, a material breach of this Agreement within the thirty (30) day window set forth in Section I(3). In the event of termination for cause, you will pay us for all undisputed fees and expenses related to the software, products, and/or services you have received, or

we have incurred or delivered, prior to the effective date of termination.

2. Lack of Appropriations. If you should not appropriate or otherwise receive funds sufficient to purchase, lease, operate, or maintain the software or services set forth in this Agreement, you may unilaterally terminate this Agreement effective on the final day of the fiscal year through which you have funding. You will make every effort to give us at least thirty (30) days written notice prior to a termination for lack of appropriations. In the event of termination due to a lack of appropriations, you will pay us for all undisputed fees and expenses related to the software and/or services you have received, or we have incurred or delivered, prior to the effective date of termination. Any disputed fees and expenses must have been submitted to the Invoice Dispute process set forth in Section F(2) at the time of termination in order to be withheld at termination. You will not be entitled to a refund or offset of previously paid license and other fees.
3. Force Majeure. Except for your payment obligations, either you or we may terminate this Agreement if a Force Majeure event suspends performance of scheduled tasks for a period of forty-five (45) days or more. In the event of termination due to Force Majeure, you will pay us for all undisputed fees and expenses related to the software and/or services you have received, or we have incurred or delivered, prior to the effective date of termination. Any disputed fees and expenses must have been submitted to the Invoice Dispute process set forth in Section F(2) at the time of termination in order to be withheld at termination. You will not be entitled to a refund or offset of previously paid license and other fees.

SECTION H – INDEMNIFICATION, LIMITATION OF LIABILITY AND INSURANCE

1. Intellectual Property Infringement Indemnification.
 - 1.1 We will defend you against any third party claim(s) that the Tyler Software or Documentation infringes that third party's patent, copyright, or trademark, or misappropriates its trade secrets, and will pay the amount of any resulting adverse final judgment (or settlement to which we consent). You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.
 - 1.2 Our obligations under this Section H(1) will not apply to the extent the claim or adverse final judgment is based on your: (a) use of a previous version of the Tyler Software and the claim would have been avoided had you installed and used the current version of the Tyler Software, and we provided notice of that requirement to you; (b) combining the Tyler Software with any product or device not provided, contemplated, or approved by us; (c) altering or modifying the Tyler Software, including any modification by third parties at your direction or otherwise permitted by you; (d) use of the Tyler Software in contradiction of this Agreement, including with non-licensed third parties; or (e) willful infringement, including use of the Tyler Software after we notify you to discontinue use due to such a claim.
 - 1.3 If we receive information concerning an infringement or misappropriation claim related to the Tyler Software, we may, at our expense and without obligation to do so, either: (a) procure for you the right to continue its use; (b) modify it to make it non-infringing; or (c) replace it with a functional equivalent, in which case you will stop running the allegedly infringing Tyler Software immediately. Alternatively, we may decide to litigate the claim to judgment, in which case you may continue to use the Tyler Software consistent with the terms of this Agreement.

1.4 If an infringement or misappropriation claim is fully litigated and your use of the Tyler Software is enjoined by a court of competent jurisdiction, in addition to paying any adverse final judgment (or settlement to which we consent), we will, at our option, either: (a) procure the right to continue its use; (b) modify it to make it non-infringing; (c) replace it with a functional equivalent; or (d) terminate your license and refund the license fees paid for the infringing Tyler Software, as depreciated on a straight-line basis measured over seven (7) years from the Effective Date. We will pursue those options in the order listed herein. This section provides your exclusive remedy for third party copyright, patent, or trademark infringement and trade secret misappropriation claims.

2. General Indemnification.

2.1 We will indemnify and hold harmless you and your agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for (a) personal injury or property damage to the extent caused by our negligence or willful misconduct; or (b) our violation of a law applicable to our performance under this Agreement. You must notify us promptly in writing of the claim and give us sole control over its defense or settlement. You agree to provide us with reasonable assistance, cooperation, and information in defending the claim at our expense.

2.2 To the extent permitted by applicable law, you will indemnify and hold harmless us and our agents, officials, and employees from and against any and all third-party claims, losses, liabilities, damages, costs, and expenses (including reasonable attorney's fees and costs) for personal injury or property damage to the extent caused by your negligence or willful misconduct; or (b) your violation of a law applicable to your performance under this Agreement. We will notify you promptly in writing of the claim and will give you sole control over its defense or settlement. We agree to provide you with reasonable assistance, cooperation, and information in defending the claim at your expense.

3. **DISCLAIMER. EXCEPT FOR THE EXPRESS WARRANTIES PROVIDED IN THIS AGREEMENT AND TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, WE HEREBY DISCLAIM ALL OTHER WARRANTIES AND CONDITIONS, WHETHER EXPRESS, IMPLIED, OR STATUTORY, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES, DUTIES, OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.**
4. **LIMITATION OF LIABILITY. EXCEPT AS OTHERWISE EXPRESSLY SET FORTH IN THIS AGREEMENT, OUR LIABILITY FOR DAMAGES ARISING OUT OF THIS AGREEMENT, WHETHER BASED ON A THEORY OF CONTRACT OR TORT, INCLUDING NEGLIGENCE AND STRICT LIABILITY, SHALL BE LIMITED TO YOUR ACTUAL DIRECT DAMAGES, NOT TO EXCEED (A) PRIOR TO FORMAL TRANSITION TO MAINTENANCE AND SUPPORT, THE TOTAL ONE-TIME FEES SET FORTH IN THE INVESTMENT SUMMARY; OR (B) AFTER FORMAL TRANSITION TO MAINTENANCE AND SUPPORT, THE THEN-CURRENT ANNUAL MAINTENANCE AND SUPPORT FEE. THE PRICES SET FORTH IN THIS AGREEMENT ARE SET IN RELIANCE UPON THIS LIMITATION OF LIABILITY. THE FOREGOING LIMITATION OF LIABILITY SHALL NOT APPLY TO CLAIMS THAT ARE SUBJECT TO SECTIONS H(1) AND H(2).**
5. **EXCLUSION OF CERTAIN DAMAGES. TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW, IN NO EVENT SHALL WE BE LIABLE FOR ANY SPECIAL, INCIDENTAL, PUNITIVE, INDIRECT, OR CONSEQUENTIAL DAMAGES WHATSOEVER, EVEN IF WE HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.**
6. Insurance. During the course of performing services under this Agreement, we agree to maintain the following levels of insurance: (a) Commercial General Liability of at least \$1,000,000; (b) Automobile Liability

of at least \$1,000,000; (c) Professional Liability of at least \$1,000,000; (d) Workers Compensation complying with applicable statutory requirements; and (e) Excess/Umbrella Liability of at least \$5,000,000. We will add you as an additional insured to our Commercial General Liability and Automobile Liability policies, which will automatically add you as an additional insured to our Excess/Umbrella Liability policy as well. We will provide you with copies of certificates of insurance upon your written request.

SECTION I – GENERAL TERMS AND CONDITIONS

1. Additional Products and Services. You may purchase additional products and services at the rates set forth in the Investment Summary for twelve (12) months from the Effective Date, and thereafter at our then-current list price, by executing a mutually agreed addendum. If no rate is provided in the Investment Summary, or those twelve (12) months have expired, you may purchase additional products and services at our then-current list price, also by executing a mutually agreed addendum. The terms of this Agreement will control any such additional purchase(s), unless otherwise specifically provided in the addendum.
2. Optional Items. Pricing for any listed optional products and services in the Investment Summary will be valid for twelve (12) months from the Effective Date.
3. Dispute Resolution. You agree to provide us with written notice within thirty (30) days of becoming aware of a dispute. You agree to cooperate with us in trying to reasonably resolve all disputes, including, if requested by either party, appointing a senior representative to meet and engage in good faith negotiations with our appointed senior representative. Senior representatives will convene within thirty (30) days of the written dispute notice, unless otherwise agreed. All meetings and discussions between senior representatives will be deemed confidential settlement discussions not subject to disclosure under Federal Rule of Evidence 408 or any similar applicable state rule. If we fail to resolve the dispute, either of us may assert our respective rights and remedies in a court of competent jurisdiction. Nothing in this section shall prevent you or us from seeking necessary injunctive relief during the dispute resolution procedures.
4. Taxes. The fees in the Investment Summary do not include any taxes, including, without limitation, sales, use, or excise tax. If you are a tax-exempt entity, you agree to provide us with a tax-exempt certificate. Otherwise, we will pay all applicable taxes to the proper authorities and you will reimburse us for such taxes. If you have a valid direct-pay permit, you agree to provide us with a copy. For clarity, we are responsible for paying our income taxes, both federal and state, as applicable, arising from our performance of this Agreement.
5. Nondiscrimination. We will not discriminate against any person employed or applying for employment concerning the performance of our responsibilities under this Agreement. This discrimination prohibition will apply to all matters of initial employment, tenure, and terms of employment, or otherwise with respect to any matter directly or indirectly relating to employment concerning race, color, religion, national origin, age, sex, sexual orientation, ancestry, disability that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. We will post, where appropriate, all notices related to nondiscrimination as may be required by applicable law.
6. E-Verify. We have complied, and will comply, with the E-Verify procedures administered by the U.S. Citizenship and Immigration Services Verification Division for all of our employees assigned to your project.
7. Subcontractors. We will not subcontract any services under this Agreement without your prior written consent, not to be unreasonably withheld.

8. Binding Effect; No Assignment. This Agreement shall be binding on, and shall be for the benefit of, either your or our successor(s) or permitted assign(s). Neither party may assign this Agreement without the prior written consent of the other party; provided, however, your consent is not required for an assignment by us as a result of a corporate reorganization, merger, acquisition, or purchase of substantially all of our assets.
9. Force Majeure. Except for your payment obligations, neither party will be liable for delays in performing its obligations under this Agreement to the extent that the delay is caused by Force Majeure; provided, however, that within ten (10) business days of the Force Majeure event, the party whose performance is delayed provides the other party with written notice explaining the cause and extent thereof, as well as a request for a reasonable time extension equal to the estimated duration of the Force Majeure event.
10. No Intended Third Party Beneficiaries. This Agreement is entered into solely for the benefit of you and us. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement. This provision does not affect the rights of third parties under any Third Party Terms.
11. Entire Agreement. This Agreement represents the entire agreement between you and us with respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. This Agreement may only be modified by a written amendment signed by an authorized representative of each party.
12. Severability. If any term or provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement will be considered valid and enforceable to the fullest extent permitted by law.
13. No Waiver. In the event that the terms and conditions of this Agreement are not strictly enforced by either party, such non-enforcement will not act as or be deemed to act as a waiver or modification of this Agreement, nor will such non-enforcement prevent such party from enforcing each and every term of this Agreement thereafter.
14. Independent Contractor. We are an independent contractor for all purposes under this Agreement.
15. Notices. All notices or communications required or permitted as a part of this Agreement, such as notice of an alleged material breach for a termination for cause or a dispute that must be submitted to dispute resolution, must be in writing and will be deemed delivered upon the earlier of the following: (a) actual receipt by the receiving party; (b) upon receipt by sender of a certified mail, return receipt signed by an employee or agent of the receiving party; (c) upon receipt by sender of proof of email delivery; or (d) if not actually received, five (5) days after deposit with the United States Postal Service authorized mail center with proper postage (certified mail, return receipt requested) affixed and addressed to the other party at the address set forth on the signature page hereto or such other address as the party may have designated by proper notice. The consequences for the failure to receive a notice due to improper notification by the intended receiving party of a change in address will be borne by the intended receiving party.
16. Client Lists. You agree that we may identify you by name in client lists, marketing presentations, and promotional materials.
17. Confidentiality. Both parties recognize that their respective employees and agents, in the course of performance of this Agreement, may be exposed to confidential information and that disclosure of such information could violate rights to private individuals and entities, including the parties. Confidential information is nonpublic information that a reasonable person would believe to be confidential and

includes, without limitation, personal identifying information (e.g., social security numbers) and trade secrets, each as defined by applicable state law. Each party agrees that it will not disclose any confidential information of the other party and further agrees to take all reasonable and appropriate action to prevent such disclosure by its employees or agents. The confidentiality covenants contained herein will survive the termination or cancellation of this Agreement. This obligation of confidentiality will not apply to information that:

- (a) is in the public domain, either at the time of disclosure or afterwards, except by breach of this Agreement by a party or its employees or agents;
- (b) a party can establish by reasonable proof was in that party's possession at the time of initial disclosure;
- (c) a party receives from a third party who has a right to disclose it to the receiving party; or
- (d) is the subject of a legitimate disclosure request under the open records laws or similar applicable public disclosure laws governing this Agreement; provided, however, that in the event you receive an open records or other similar applicable request, you will give us prompt notice and otherwise perform the functions required by applicable law.

18. Business License. In the event a local business license is required for us to perform services hereunder, you will promptly notify us and provide us with the necessary paperwork and/or contact information so that we may timely obtain such license.
19. Governing Law. This Agreement will be governed by and construed in accordance with the laws of your state of domicile, without regard to its rules on conflicts of law.
20. Multiple Originals and Authorized Signatures. This Agreement may be executed in multiple originals, any of which will be independently treated as an original document. Any electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Agreement or any amendment hereto will be deemed an original signature and will be fully enforceable as if an original signature. Each party represents to the other that the signatory set forth below is duly authorized to bind that party to this Agreement.
21. Cooperative Procurement. To the maximum extent permitted by applicable law, we agree that this Agreement may be used as a cooperative procurement vehicle by eligible jurisdictions. We reserve the right to negotiate and customize the terms and conditions set forth herein, including but not limited to pricing, to the scope and circumstances of that cooperative procurement.
22. Contract Documents. This Agreement includes the following exhibits:

Exhibit A	Investment Summary
Exhibit B	Invoicing and Payment Policy Schedule 1: Business Travel Policy
Exhibit C	Maintenance and Support Agreement Schedule 1: Support Call Process

[Signature page to follow.]

IN WITNESS WHEREOF, a duly authorized representative of each party has executed this Agreement as of the date(s) set forth below.

Tyler Technologies, Inc.

City of Colleyville, TX

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Address for Notices:

Tyler Technologies, Inc.
One Tyler Drive
Yarmouth, ME 04096
Attention: Associate General Counsel

Address for Notices:

City of Colleyville
100 Main Street
Colleyville, TX 76034
Attention: _____



Exhibit A

Investment Summary

The following Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

[The remainder of this page is intentionally left blank.]

Investment Summary

Christopher Pena
City of Colleyville, TX



Prepared for: Contact Person: Address: Phone: Fax: Email:	City of Colleyville, TX Christopher Pena 100 Main Street Colleyville, TX 76034 8177062793.00 cpena@colleyville.com	Contract ID # :	2016-0194
		Issue Date:	08/05/16
		Sales Rep:	L. Dudley
		Tax Exempt:	Yes / No

Software License Payments						
Product, Service & Equipment	Upon Execution	Upon Available Download Date	Upon Earlier Of*	As Delivered	Totals	Annual Fees
Total Applications Software <i>License Fees - INCODE Court Case Management Suite</i> <i>Less Discount</i>		103,575 (77,681)			103,575 (77,681)	25,894
Total Professional Services <i>Technical</i>				1,200	1,200	
Annual Services <i>Tyler On Demand - Tyler U</i>						2,589
Totals	-	25,894	-	1,200	27,094	28,483

Please Note: Travel expenses will be billed as incurred.

Software Licenses

Christopher Pena
City of Colleyville, TX
August 5, 2016



Application Software	QTY	Hours	Estimated Services	License Fee	Estimated Services	Annual Fee
Incode Court Case Management Suite				86,900	15,000	21,725
Criminal Court Case Management		112	14,000			
Centralized Cash Collections		8	1,000			
Brazos Citation Issuing Device Interface (Citation Import, Auto Citation Import, Warrant Export)		Included	Included			
Court Incode Web Services (Kiosk Services)		Included	Included			
Court/Police (non-Incode) Interface (Import or Export of Citations/Warrants/Dispositions)		Included	Included			
Collection Agency Export Interface		Included	Included			
Incode Content/Document Management Suite				16,675	5,000	4,169
Incode Printing and Reporting Solutions						
Secure Signatures (includes 2 signatures)		Included	Included			
Output Director						
Output Director (Base Engine, Print Output Channel, Tyler Content Management Output Channel, Email Output Channel)		8	1,000			
Content Management						
Tyler Content Manager Standard Edition (TCM SE) (Unlimited Full & Retrieval Licenses, Multiple Scan Stations, Advanced OCR, Content Manager for Incode Applications)		32	4,000			
Incode Application Subtotal		160	20,000	103,575	20,000	25,894
Preferred Customer Discount (75%)				(77,681)		
Application and System Software Total		160	22,500	25,894	22,500	25,894

Tyler On Demand - Tyler U

Christopher Pena
City of Colleyville, TX
August 5, 2016



Service	Annual Fee
Tyler On Demand - Tyler U	
Tyler U Subscription - E-learning courses available for all employees during the subscription period - Unlimited access to hundreds of e-learning courses spanning the entire suite of Tyler applications - Unlimited access to on-demand Continuing Professional Education credit courses certified by NASBA standards - Unlimited access to Government compliance courses such as HIPAA Compliance, Red Flag Rules, and Workplace Harassment Prevention - Available 24/7 - New courses created continually <i>Tyler Technologies, Inc. is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org</i>	2,589
Tyler Online Training Center Total	2,589





Exhibit B

Invoicing and Payment Policy

We will provide you with the software and services set forth in the Investment Summary. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

Invoicing: We will invoice you for the applicable license and services fees in the Investment Summary as set forth below. Your rights to dispute any invoice are set forth in the Agreement.

1. Tyler Software.

- 1.1 *License Fees:* License fees are invoiced as follows: 100% on the date when we make the applicable Tyler Software available to you for downloading (the "Available Download Date").
- 1.2 *Maintenance and Support Fees:* Year 1 maintenance and support fees are as listed in the Investment Summary and will be billed to the Client one month following the Available Download Date. Your fees for subsequent years will be billed annually in advance of each anniversary thereof. Tyler shall not increase maintenance and support fees for years 2 through 4 by more than 4% per year. Your fees for each subsequent year will be billed at our then-current rates.
- 1.3 *Hosting Fees:* Due to the expiration of the SaaS term on May 31, 2016, Client agrees to continue to pay \$3,805.00 per month until the Available Download Date.

2. Professional Services.

- 2.1 *Implementation and Other Professional Services (including training):* Implementation and other professional services (including training) are billed and invoiced as delivered, at the rates set forth in the Investment Summary.
- 2.2 *Consulting Services:* If you have purchased any Business Process Consulting services, if they have been quoted as fixed-fee services, they will be invoiced 50% upon your acceptance of the Business System Design document, by module, and 50% upon your acceptance of custom desktop procedures, by module. If you have purchased any Business Process Consulting services and they are quoted as an estimate, then we will bill you the actual services delivered on a time and materials basis.
- 2.3 *Conversions:* Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion option. Where conversions are quoted as estimated, we will bill you the actual services delivered on a time and materials basis.
- 2.4 *Requested Modifications to the Tyler Software:* Requested modifications to the Tyler Software are invoiced 50% upon delivery of specifications and 50% upon delivery of the applicable modification.

You must report any failure of the modification to conform to the specifications within thirty (30) days of delivery; otherwise, the modification will be deemed to be in compliance with the specifications after the 30-day window has passed. You may still report Defects to us as set forth in the Maintenance and Support Agreement.

2.5 *Other Fixed Price Services*: Other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where “Project Planning Services” are provided, payment will be due upon delivery of the Implementation Planning document.

2.6 *Change Management Services*: If you have purchased any change management services, those services will be invoiced in the following amounts and upon the following milestones:

Acceptance of Change Management Discovery Analysis	15%
Delivery of Change Management Plan and Strategy Presentation	10%
Acceptance of Executive Playbook	15%
Acceptance of Resistance Management Plan	15%
Acceptance of Procedural Change Communications Plan	10%
Change Management Coach Training	20%
Change Management After-Action Review	15%

3. Third Party Products.

3.1 *Third Party Software License Fees*: License fees for Third Party Software, if any, are invoiced when we make it available to you for downloading.

3.2 *Third Party Software Maintenance*: The first year maintenance for the Third Party Software is invoiced when we make it available to you for downloading.

3.3 *Third Party Hardware*: Third Party Hardware costs, if any, are invoiced upon delivery.

4. Expenses. The service rates in the Investment Summary do not include travel expenses. Expenses will be billed as incurred and only in accordance with our then-current Business Travel Policy, plus a 10% travel agency processing fee. Our current Business Travel Policy is attached to this Exhibit B at Schedule 1. Copies of receipts will be provided upon request; we reserve the right to charge you an administrative fee depending on the extent of your requests. Receipts for miscellaneous items less than twenty-five dollars and mileage logs are not available.

Payment. Payment for undisputed invoices is due within forty-five (45) days of the invoice date. We prefer to receive payments electronically. Our electronic payment information is:

Bank: Wells Fargo Bank, N.A.
420 Montgomery
San Francisco, CA 94104
ABA: 121000248
Account: 4124302472
Beneficiary: Tyler Technologies, Inc. – Operating



Exhibit B
Schedule 1
Business Travel Policy

1. Air Travel

A. Reservations & Tickets

Tyler's Travel Management Company (TMC) will provide an employee with a direct flight within two hours before or after the requested departure time, assuming that flight does not add more than three hours to the employee's total trip duration and the fare is within \$100 (each way) of the lowest logical fare. If a net savings of \$200 or more (each way) is possible through a connecting flight that is within two hours before or after the requested departure time and that does not add more than three hours to the employee's total trip duration, the connecting flight should be accepted.

Employees are encouraged to make advanced reservations to take full advantage of discount opportunities. Employees should use all reasonable efforts to make travel arrangements at least two (2) weeks in advance of commitments. A seven day advance booking requirement is mandatory. When booking less than seven days in advance, management approval will be required.

Except in the case of international travel where a segment of continuous air travel is scheduled to exceed six hours, only economy or coach class seating is reimbursable.

B. Baggage Fees

Reimbursement of personal baggage charges are based on trip duration as follows:

- Up to five days = one checked bag
- Six or more days = two checked bags

Baggage fees for sports equipment are not reimbursable.

2. Ground Transportation

A. Private Automobile

Mileage Allowance – Business use of an employee's private automobile will be reimbursed at the current IRS allowable rate, plus out of pocket costs for tolls and parking. Mileage will be calculated by using the employee's office as the starting and ending point, in compliance with IRS regulations. Employees who have been designated a home office should calculate miles from their home.

B. Rental Car

Employees are authorized to rent cars only in conjunction with air travel when cost, convenience, and the specific situation reasonably require their use. When renting a car for Tyler business, employees should select a “mid-size” or “intermediate” car. “Full” size cars may be rented when three or more employees are traveling together. Tyler carries leased vehicle coverage for business car rentals; additional insurance on the rental agreement should be declined.

C. Public Transportation

Taxi or airport limousine services may be considered when traveling in and around cities or to and from airports when less expensive means of transportation are unavailable or impractical. The actual fare plus a reasonable tip (15-18%) are reimbursable. In the case of a free hotel shuttle to the airport, tips are included in the per diem rates and will not be reimbursed separately.

D. Parking & Tolls

When parking at the airport, employees must use longer term parking areas that are measured in days as opposed to hours. Park and fly options located near some airports may also be used. For extended trips that would result in excessive parking charges, public transportation to/from the airport should be considered. Tolls will be reimbursed when receipts are presented.

3. Lodging

Tyler’s TMC will select hotel chains that are well established, reasonable in price, and conveniently located in relation to the traveler's work assignment. Typical hotel chains include Courtyard, Fairfield Inn, Hampton Inn, and Holiday Inn Express. If the employee has a discount rate with a local hotel, the hotel reservation should note that discount and the employee should confirm the lower rate with the hotel upon arrival. Employee memberships in travel clubs such as AAA should be noted in their travel profiles so that the employee can take advantage of any lower club rates.

“No shows” or cancellation fees are not reimbursable if the employee does not comply with the hotel’s cancellation policy.

Tips for maids and other hotel staff are included in the per diem rate and are not reimbursed separately.

4. Meals and Incidental Expenses

Employee meals and incidental expenses while on travel status are in accordance with the federal per diem rates published by the General Services Administration. Incidental expenses include tips to maids, hotel staff, and shuttle drivers and other minor travel expenses. Per diem rates are available at www.gsa.gov/perdiem.

A. Overnight Travel

For each full day of travel, all three meals are reimbursable. Per diems on the first and last day of a trip are

governed as set forth below.

Departure Day

Depart before 12:00 noon

Lunch and dinner

Depart after 12:00 noon

Dinner

Return Day

Return before 12:00 noon

Breakfast

Return between 12:00 noon & 7:00 p.m.

Breakfast and lunch

Return after 7:00 p.m.*

Breakfast, lunch and dinner

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner

The reimbursement rates for individual meals are calculated as a percentage of the full day per diem as follows:

- Breakfast 15%
- Lunch 25%
- Dinner 60%

B. Same Day Travel

Employees traveling at least 100 miles to a site and returning in the same day are eligible to claim lunch on an expense report. Employees on same day travel status are eligible to claim dinner in the event they return home after 7:00 p.m.*

*7:00 p.m. is defined as direct travel time and does not include time taken to stop for dinner

5. Internet Access – Hotels and Airports

Employees who travel may need to access their e-mail at night. Many hotels provide free high speed internet access and Tyler employees are encouraged to use such hotels whenever possible. If an employee's hotel charges for internet access it is reimbursable up to \$10.00 per day. Charges for internet access at airports are not reimbursable.



Exhibit C Maintenance and Support Agreement

We will provide you with the following maintenance and support services for the Tyler Software. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement.

1. Term. We provide maintenance and support services on an annual basis. The initial term commences on the Effective Date, and remains in effect for one (1) year. The term will renew automatically for additional one (1) year terms unless terminated in writing by either party at least thirty (30) days prior to the end of the then-current term. We will adjust the term to match your first use of the Tyler Software in live production if that event precedes the one (1) year anniversary of the Effective Date.
2. Maintenance and Support Fees. Your year 1 maintenance and support fees for the Tyler Software are listed in the Investment Summary, and your payment obligations are set forth in the Invoicing and Payment Policy. We reserve the right to suspend maintenance and support services if you fail to pay undisputed maintenance and support fees within thirty (30) days of our written notice. We will reinstate maintenance and support services only if you pay all past due maintenance and support fees, including all fees for the periods during which services were suspended.
3. Maintenance and Support Services. As long as you are not using the Help Desk as a substitute for our training services on the Tyler Software, and you timely pay your maintenance and support fees, we will, consistent with our then-current Support Call Process:
 - 3.1 perform our maintenance and support obligations in a professional, good, and workmanlike manner, consistent with industry standards, to resolve Defects in the Tyler Software (limited to the then-current version and the immediately prior version); provided, however, that if you modify the Tyler Software without our consent, our obligation to provide maintenance and support services on and warrant the Tyler Software will be void;
 - 3.2 provide telephone support during our established support hours;
 - 3.3 maintain personnel that are sufficiently trained to be familiar with the Tyler Software and Third Party Software, if any, in order to provide maintenance and support services;
 - 3.4 provide you with a copy of all major and minor releases to the Tyler Software (including updates and enhancements) that we make generally available without additional charge to customers who have a maintenance and support agreement in effect; and
 - 3.5 provide non-Defect resolution support of prior releases of the Tyler Software in accordance with our then-current release life cycle policy.
4. Client Responsibilities. We will use all reasonable efforts to perform any maintenance and support services

remotely. Currently, we use a third-party secure unattended connectivity tool called Bomgar, as well as GotoAssist by Citrix. Therefore, you agree to maintain a high-speed internet connection capable of connecting us to your PCs and server(s). You agree to provide us with a login account and local administrative privileges as we may reasonably require to perform remote services. We will, at our option, use the secure connection to assist with proper diagnosis and resolution, subject to any reasonably applicable security protocols. If we cannot resolve a support issue remotely, we may be required to provide onsite services. In such event, we will be responsible for our travel expenses, unless it is determined that the reason onsite support was required was a reason outside our control. Either way, you agree to provide us with full and free access to the Tyler Software, working space, adequate facilities within a reasonable distance from the equipment, and use of machines, attachments, features, or other equipment reasonably necessary for us to provide the maintenance and support services, all at no charge to us. We strongly recommend that you also maintain a VPN for backup connectivity purposes.

5. Hardware and Other Systems. If you are a self-hosted customer and, in the process of diagnosing a software support issue, it is discovered that one of your peripheral systems or other software is the cause of the issue, we will notify you so that you may contact the support agency for that peripheral system. We cannot support or maintain Third Party Products except as expressly set forth in the Agreement.

In order for us to provide the highest level of software support, you bear the following responsibility related to hardware and software:

- (a) All infrastructure executing Tyler Software shall be managed by you;
 - (b) You will maintain support contracts for all non-Tyler software associated with Tyler Software (including operating systems and database management systems, but excluding Third-Party Software, if any); and
 - (c) You will perform daily database backups and verify that those backups are successful.
6. Other Excluded Services. Maintenance and support fees do not include fees for the following services: (a) initial installation or implementation of the Tyler Software; (b) onsite maintenance and support (unless Tyler cannot remotely correct a Defect in the Tyler Software, as set forth above); (c) application design; (d) other consulting services; (e) maintenance and support of an operating system or hardware, unless you are a hosted customer; (f) support outside our normal business hours as listed in our then-current Support Call Process; or (g) installation, training services, or third party product costs related to a new release. Requested maintenance and support services such as those outlined in this section will be billed to you on a time and materials basis at our then current rates. You must request those services with at least one (1) weeks' advance notice.
7. Current Support Call Process. Our current Support Call Process for the Tyler Software is attached to this Exhibit C at Schedule 1.



Exhibit C Schedule 1 Support Call Process

Support Channels

Tyler Technologies, Inc. provides the following channels of software support:

- (1) Tyler Community – an on-line resource, Tyler Community provides a venue for all Tyler clients with current maintenance agreements to collaborate with one another, share best practices and resources, and access documentation.
- (2) On-line submission (portal) – for less urgent and functionality-based questions, users may create unlimited support incidents through the customer relationship management portal available at the Tyler Technologies website.
- (3) Email – for less urgent situations, users may submit unlimited emails directly to the software support group.
- (4) Telephone – for urgent or complex questions, users receive toll-free, unlimited telephone software support.

Support Resources

A number of additional resources are available to provide a comprehensive and complete support experience:

- (1) Tyler Website – www.tylertech.com – for accessing client tools and other information including support contact information.
- (2) Tyler Community – available through login, Tyler Community provides a venue for clients to support one another and share best practices and resources.
- (3) Knowledgebase – A fully searchable depository of thousands of documents related to procedures, best practices, release information, and job aides.
- (4) Program Updates – where development activity is made available for client consumption

Support Availability

Tyler Technologies support is available during the local business hours of 8 AM to 5 PM (Monday – Friday) across four US time zones (Pacific, Mountain, Central and Eastern). Clients may receive coverage across these time zones. Tyler's holiday schedule is outlined below. There will be no support coverage on these days.

New Year's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day
Labor Day	

Issue Handling

Incident Tracking

Every support incident is logged into Tyler's Customer Relationship Management System and given a unique incident number. This system tracks the history of each incident. The incident tracking number is used to track and reference open issues when clients contact support. Clients may track incidents, using the incident number, through the portal at Tyler's website or by calling software support directly.

Incident Priority

Each incident is assigned a priority number, which corresponds to the client's needs and deadlines. The client is responsible for reasonably setting the priority of the incident per the chart below. The goal of this structure is to help the client clearly understand and communicate the importance of the issue and to describe expected responses and resolutions.

Priority Level	Characteristics of Support Incident	Resolution Targets
1 Critical	Support incident that causes (a) complete application failure or application unavailability; (b) application failure or unavailability in one or more of the client's remote location; or (c) systemic loss of multiple essential system functions.	Tyler shall provide an initial response to Priority Level 1 incidents within one (1) business hour of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within one (1) business day. Tyler's responsibility for lost or corrupted data is limited to assisting the client in restoring its last available database.
2 High	Support incident that causes (a) repeated, consistent failure of essential functionality affecting more than one user or (b) loss or corruption of data.	Tyler shall provide an initial response to Priority Level 2 incidents within four (4) business hours of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents or provide a circumvention procedure within ten (10) business days. Tyler's responsibility for loss or corrupted data is limited to assisting the client in restoring its last available database.
3 Medium	Priority Level 1 incident with an existing circumvention procedure, or a Priority Level 2 incident that affects only one user or for which there is an existing circumvention procedure.	Tyler shall provide an initial response to Priority Level 3 incidents within one (1) business day of receipt of the support incident. Tyler shall use commercially reasonable efforts to resolve such support incidents without the need for a circumvention procedure with the next published maintenance update or service pack. Tyler's responsibility for lost or corrupted data is limited to assisting the client in restoring its last available database.

Priority Level	Characteristics of Support Incident	Resolution Targets
4 Non-critical	Support incident that causes failure of non-essential functionality or a cosmetic or other issue that does not qualify as any other Priority Level.	Tyler shall provide an initial response to Priority Level 4 incidents within two (2) business days. Tyler shall use commercially reasonable efforts to resolve such support incidents, as well as cosmetic issues, with a future version release.

Incident Escalation

Tyler Technology's software support consists of four levels of personnel:

- (1) Level 1: front-line representatives
- (2) Level 2: more senior in their support role, they assist front-line representatives and take on escalated issues
- (3) Level 3: assist in incident escalations and specialized client issues
- (4) Level 4: responsible for the management of support teams for either a single product or a product group

If a client feels they are not receiving the service needed, they may contact the appropriate Software Support Manager. After receiving the incident tracking number, the manager will follow up on the open issue and determine the necessary action to meet the client's needs.

On occasion, the priority or immediacy of a software support incident may change after initiation. Tyler encourages clients to communicate the level of urgency or priority of software support issues so that we can respond appropriately. A software support incident can be escalated by any of the following methods:

- (1) Telephone – for immediate response, call toll-free to either escalate an incident's priority or to escalate an issue through management channels as described above.
- (2) Email – clients can send an email to software support in order to escalate the priority of an issue
- (3) On-line Support Incident Portal – clients can also escalate the priority of an issue by logging into the client incident portal and referencing the appropriate incident tracking number.

Remote Support Tool

Some support calls require further analysis of the client's database, process or setup to diagnose a problem or to assist with a question. Tyler will, at its discretion, use an industry-standard remote support tool. Support is able to quickly connect to the client's desktop and view the site's setup, diagnose problems, or assist with screen navigation. More information about the remote support tool Tyler uses is available upon request.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 2

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING****1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Tyler Technologies, Inc.
Plano, TX United States

Certificate Number:
2016-112794

Date Filed:
09/15/2016

Date Acknowledged:
09/16/2016

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Colleyville

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

2016-0194
Software product and services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Yeaman, John M.	Plano, TX United States	X	
	Marr, Jr., John S.	Yarmouth, ME United States	X	
	Brattain, Donald R.	Plano, TX United States	X	
	King, Jr., J. Luther	Plano, TX United States	X	
	Womble, Dustin R.	Lubbock, TX United States	X	
	Cline, Brenda A.	Plano, TX United States	X	
	Carter, Glenn A.	Plano, TX United States	X	
	Moore, Jr., H. Lynn	Plano, TX United States	X	
	Miller, Brian K.	Plano, TX United States	X	
	Leinweber, Larry D.	Plano, TX United States	X	
	Pope, Daniel M.	Plano, TX United States	X	

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

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2016-0194
Software product and services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.☐**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____,
20_____, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Printed name of officer administering oath

Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 2

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Plano, TX United States

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City of Colleyville

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Software product and services

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	Marr, Jr., John S.	Yarmouth, ME United States	X	
	Brattain, Donald R.	Plano, TX United States	X	
	King, Jr., J. Luther	Plano, TX United States	X	
	Womble, Dustin R.	Lubbock, TX United States	X	
	Cline, Brenda A.	Plano, TX United States	X	
	Carter, Glenn A.	Plano, TX United States	X	
	Moore, Jr., H. Lynn	Plano, TX United States	X	
	Miller, Brian K.	Plano, TX United States	X	
	Leinweber, Larry D.	Plano, TX United States	X	
	Pope, Daniel M.	Plano, TX United States	X	

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

2 of 2

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Certificate Number:
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City of Colleyville

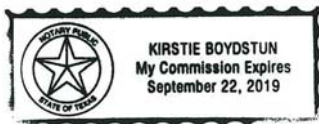
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

2016-0194
Software product and services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party. ☐

6 AFFIDAVIT



I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Dane Womble, this the 15th day of September, 2016, to certify which, witness my hand and seal of office.

Signature of officer administering oath

Kirstie Boydston

Printed name of officer administering oath

RFP Manager

Title of officer administering oath



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5a

Agenda Date 09/20/2016

Number Ordinance O-16-1987

Type Ordinance

Department City Manager

Title

Adoption of the Colleyville Economic Development Corporation Fiscal Year 2017 (FY 2017) Budget

Strategy Map Connection

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

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 6, 2016, City Council meeting.

First Reading and Public Hearing

Per the Colleyville Economic Development Corporation (CEDC) Corporate Bylaws, the Board of Directors must adopt an annual budget for the CEDC. This budget must also be approved and adopted by the City Council. The CEDC Board unanimously adopted the Fiscal Year 2017 (FY 2017) budget as reflected in the attached ordinance, at the annual Board meeting held August 23, 2016. This budget replicates the FY 2017 expenditures in the Economic Development Capital Improvement Program (EDCIP) FY 2017 - 2021 adopted by the Board on August 23, 2016. Proposed expenditures for FY 2017 total \$2,502,971, as reflected in the attached FY 2017 CEDC Budget. Major components include:

Operating Expenditures:

The debt service payment for FY 2017 is \$601,872, for bonds that will be paid off in 2029. Personnel costs of \$212,973 fund four part-time positions for the library, a recreation specialist at the Senior Center, and a portion of the cost for the marketing coordinator position. Special events funding has been maintained at \$87,000, for events including Red, White & Sousa, Colleyville Old Tyme BBQ, Haunted Trail Fest, and the Christmas Tree Lighting Celebration. The economic development promotional category has increased from \$35,000 to \$39,000. Beginning in FY 2017 eligible technology expenditures, such as replacement of computers and other hardware at the Library, Senior Center, or Colleyville Center, are included in the CEDC budget.

Capital Expenditures:

The FY 2017 CEDC budget carries forward \$100,000 for the Parks Master Plan update originally budgeted in FY 2016, as staff anticipates that payment of invoices will not begin until after October 1, 2016. There is \$9,200 included for facility updates and replacements at the Colleyville Center, specifically the replacement of the ice machine, blinds for the small conference room, and replacement of several banquet tables (those most in need of replacement). There is also \$300,000 included for the construction of a trail along Pleasant Run Road, from the Cotton Belt trail to John McCain Road, which is planned in conjunction with the Pleasant Run Road rehabilitation project. The FY 2017 future projects budget totals \$1,078,519, and is available for use on priorities as they are identified.

The CEDC must have a debt service coverage ratio of 1.4 to meet the sales tax bond covenants for FY 2017, which means that revenues must exceed expenditures by at least \$240,749. The proposed FY 2017 CEDC budget meets this requirement.

Financial Impact

Adoption will provide appropriations for the FY 2017 CEDC budget.

Recommendation

Approve

Attachments

1. Proposed FY 2017 CEDC Budget
2. Ordinance O-16-1987

COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION
FY 2017 Proposed Budget

FISCAL YEAR	Budget 2016	YE Projection 2016	Proposed 2017
BEGINNING FUND BALANCE	\$2,733,324	\$2,975,894	\$3,351,458
REVENUES:			
PROJECTED 1/2 CENT SALES TAX REVENUE	\$1,700,000	\$1,800,000	\$1,750,000
INTEREST INCOME	\$5,467	\$3,741	\$3,741
USE OF AVAILABLE CASH	\$1,104,240	\$1,005,965	\$989,979
TOTAL REVENUES	\$2,809,707	\$2,809,706	\$2,743,720
EXPENDITURES:			
OPERATING:			
ADMINISTRATIVE:	\$2,000	\$2,000	\$2,000
2005 DEBT SERVICE	\$603,824	\$603,824	\$601,872
PARKS:			
WATER / WASTEWATER- MC PHERSON PARK	\$18,540	\$18,540	\$19,096
LIBRARY:			
PERSONNEL	\$81,081	\$81,081	\$91,340
OPERATIONS	\$4,689	\$4,689	\$7,830
TECHNOLOGY - SOFTWARE & MAINTENANCE CONTRACTS	\$0	\$0	\$18,927
TECHNOLOGY - HARDWARE REPLACEMENT	\$0	\$0	\$10,400
SENIOR CENTER:			
PERSONNEL	\$70,536	\$70,536	\$72,652
OPERATIONS	\$0	\$0	\$500
TECHNOLOGY - HARDWARE REPLACEMENT	\$0	\$0	\$4,800
COLLEYVILLE CENTER:			
OPERATIONS	\$0	\$0	\$500
TECHNOLOGY- SOFTWARE & MAINTENANCE CONTRACTS	\$3,700	\$3,700	\$8,854
TECHNOLOGY - HARDWARE REPLACEMENT	\$0	\$0	\$1,500
PROMOTIONAL:			
SPECIAL EVENTS	\$87,000	\$87,000	\$87,000
ECONOMIC DEVELOPMENT PROMOTIONAL	\$35,000	\$35,000	\$39,000
PERSONNEL - COMMUNICATIONS	\$41,029	\$41,029	\$48,981
CAPITAL:			
COLLEYVILLE CENTER -			
SITE MASTER PLAN- CARRY FORWARD	\$25,000	\$25,000	\$0
DYSON HAND DRYERS	\$3,000	\$3,000	\$0
REPLACEMENT DISHWASHER	\$6,350	\$6,350	\$0
FRIDGE MERCHANDISER	\$1,000	\$1,000	\$0
INCREASED INTERNET BANDWIDTH	\$5,428	\$5,428	\$0
AV UPGRADE	\$170,000	\$200,000	\$0
FACILITY UPDATES AND REPLACEMENTS	\$0	\$30,000	\$9,200
CITYWIDE TRAIL SYSTEM -			
IMPROVEMENTS AT COTTON BELT - LD LOCKETT PARK TRAILHEAD - CARRY FORWARD	\$60,000	\$60,000	\$0
FUTURE TRAIL CONSTRUCTION (COTTON BELT TRAIL CONNECTION)	\$150,000	\$50,000	\$0
PLEASANT RUN TRAIL CONSTRUCTION (COTTON BELT TO JOHN MCMCAIN)	\$0	\$0	\$300,000
PARKS MASTER PLAN UPDATE	\$100,000	\$0	\$100,000
SENIOR CENTER			
REPAIRS- CARRY FORWARD	\$100,000	\$100,000	\$0
FUTURE PROJECTS	\$1,000,000	\$0	\$1,078,519
TOTAL EXPENDITURES	\$2,568,177	\$1,428,177	\$2,502,971
EXCESS REVENUES OVER EXPENDITURES	\$241,530	\$1,381,529	\$240,749
ENDING FUND BALANCE	\$1,870,614	\$3,351,458	\$2,602,229

NOTE: A COVERAGE RATIO OF 1.4 IS REQUIRED TO MEET THE SALES TAX BOND COVENANTS
FOR FY 2017; REVENUES MUST EXCEED EXPENDITURES BY AT LEAST \$240,749.

ORDINANCE O-16-1987

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE COLLEYVILLE ECONOMIC DEVELOPMENT CORPORATION, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017; A COPY OF SAME BEING ON FILE IN THE OFFICE OF THE CITY SECRETARY

WHEREAS, the Bylaws of the Colleyville Economic Development Corporation require the Board of Directors of the Corporation to adopt a budget of proposed revenues and expenditures and the budget must be formally approved by the City Council; and

WHEREAS, on August 23, 2016, the Board of Directors of the Colleyville Economic Development Corporation approved the following budget for expected revenues and expenditures; and

WHEREAS, the Colleyville Economic Development Corporation Board of Directors and the City Council have determined that the projects, included in the annual budget for the fiscal year beginning October 1, 2016 through September 30, 2017, further the objectives of the purpose of the Colleyville Economic Development Corporation, as established by the electorate of the City and the provisions of state statute.

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

- Sec. 1. THAT the budget of the proposed revenues and expenditures for the fiscal year beginning October 1, 2016, and ending September 30, 2017, for the Colleyville Economic Development Corporation, a copy of which is on file in the Office of the City Secretary, is hereby made a part of this ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2016, and ending September 30, 2017.

Sec. 2. THAT the revenue and expenditure amounts for the Fiscal Year 2017 budget for the Colleyville Economic Development Corporation are hereby fixed as follows:

Revenues	\$2,743,720
Expenditures	\$2,502,971

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of September 2016.

The second reading and public hearing being conducted on the 20th day of September 2016.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b

Agenda Date 09/20/2016

Number Ordinance O-16-1988

Type Ordinance

Department City Manager

Title

Amending Ordinance O-15-1967 relating to the Fiscal Year 2016 budget

Strategy Map Connection

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

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

Explanation

Second Reading and Public Hearing

There was one citizen who did not wish to speak who registered support of this item at the September 6, 2016, City Council meeting.

First Reading and Public Hearing

The proposed ordinance will amend attached Ordinance O-15-1967, approving and adopting the Fiscal Year 2016 budget, for several purposes:

1. To transfer \$120,000 from the General Fund to the Capital Projects Fund for management support of the Colleyville Boulevard/SH26 reconstruction project, from anticipated General Fund revenues exceeding the budget;
2. To transfer the balance of any additional General Fund revenue received in FY 2016 that exceeds expenditures in FY 2016 to the Capital Projects Fund for future capital projects;
3. To transfer FY 2016 Utility Fund revenues that exceed the amount needed for the debt coverage ratio to a reserved cash account for use solely on future capital projects for utility infrastructure; and
4. To preserve unspent FY 2016 General Fund budget appropriations for contractual services for the Community Development Department, replacement of bay doors at fire station one, and city hall façade lighting, by transferring unspent funding for these items to the Capital Projects Fund where they may be spent for the originally intended purpose in a future fiscal year.

Additionally, if expenditures in a department exceed the adopted budget, the city manager is authorized to transfer all or part of the unencumbered appropriation

balance from one department to another, per the Charter of the City of Colleyville, Section 9.04 (D), attached.

Financial Impact

The amendment to the FY 2016 General Fund budget for the transfer of \$120,000 for management support of the Colleyville Boulevard/SH26 reconstruction project and the balance of revenues received over expenditures to be transferred for future capital projects, is offset by the General Fund revenue received in excess of expenditures.

Also, the funds to be transferred to the Capital Projects Fund from the unspent balance of contractual services for the community development department, replacement of bay doors at fire station one, and city hall facade lighting were appropriated as a part of the FY 2016 General Fund budget and there is no financial impact. Finally, the Utility Fund revenues to be transferred to a reserved cash account for future utility infrastructure projects only uses the revenue above and beyond that needed for the debt coverage ratio.

Recommendation

Approve

Attachments

1. Ordinance O-15-1967
2. Colleyville City Charter Excerpt, Section 9.04 (D)
3. Ordinance O-16-1988

ORDINANCE O-15-1967

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

WHEREAS, in compliance with Article 689a-14, Vernon's Texas Civil Statutes, the city manager did file with the city secretary, a copy of the budget of the proposed expenditures for the fiscal year beginning October 1, 2015, and ending September 30, 2016, such filing being more than thirty (30) days prior to the date on which the City Council makes its tax levy for said fiscal year; and

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

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

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

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

Sec. 2. THAT the budget of the proposed expenditures for the fiscal year beginning October 1, 2015, and ending September 30, 2016, which was prepared by the city manager, a copy of which is on file in the Office of the City Secretary, is hereby made a part of this ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2015, and ending September 30, 2016.

Sec. 3. THAT appropriation amounts for the Fiscal Year 2016 budget for the different funds of the City of Colleyville are hereby fixed as follows:

General Fund	\$23,977,370
Utility Fund (Water & Wastewater)	\$15,886,362
Debt Service Fund	\$ 1,461,593
Drainage Utility Fund	\$ 917,997

Sec. 4. THAT the expenditure budget for the Fiscal Year 2016 Capital Improvement Program (CIP) of the City of Colleyville is hereby approved as follows:

Fiscal Year 2016 CIP	\$41,935,940
----------------------	--------------

Sec. 5. THAT the city manager is hereby authorized to execute all contracts and documents for which funding is appropriated in the aforementioned budgets.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 1st day of September 2015.

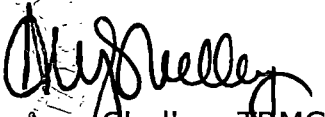
The second reading and public hearing being conducted on the 15th day of September 2015.

PASSED, APPROVED and ADOPTED BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, THIS THE 15th DAY OF September 2015, BY THE FOLLOWING VOTE:

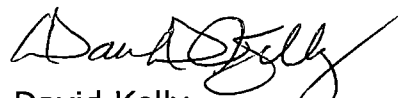
David Kelly	<u>Aye</u>
Chuck Mogged	<u>Aye</u>
Jody Short	<u>Aye</u>
Mike Taylor	<u>Aye</u>

Carol Wollin	<u>Aye</u>
Chris Putnam	<u>- ABSENT -</u>
Nancy Coplen	<u>Aye</u>

ATTEST:

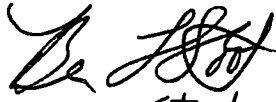

Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE


David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney



Ben L. Stool
Ass't City Attorney
Boyle & Lowry, LLP

Colleyville City Charter Excerpt, Section 9.04 (D)

Section 9.03 Public Records:

Copies of the approved budget, capital improvement program, and supporting papers shall be filed with the City Secretary and shall be public records available to the public upon request.

Section 9.04 Amendments after Adoption:

(A) Supplemental Appropriations. If during the fiscal year the City Manager certifies that there are available for appropriation revenues in excess of those estimated in the budget, the City Council may, by Ordinance, make supplemental appropriations to retire indebtedness or to fund emergency appropriations as described in Section 9.04 in this Charter. (Amended May 7, 2005)

(B) Emergency Appropriations. To meet a public emergency created by a natural disaster or man-made calamity affecting life, health, property, or the public peace, the City Council may make emergency appropriations. Such appropriations may be made by emergency ordinance in accordance with the provisions of this Charter. To the extent that there are no available unappropriated revenues to meet such appropriations, the City Council may by such emergency ordinance authorize the issuance of emergency notes, which may be renewed from time to time.

(C) Reduction of Appropriations. If at any time during the fiscal year it appears probable to the City Manager that the revenues available will be insufficient to meet the amount appropriated, he shall report to the City Council without delay, indicating the estimated amount of the deficit, any remedial actions taken by him and his recommendations as to any other steps to be taken. The City Council shall then take such further action as it deems necessary to prevent or minimize any deficit and for that purpose it may by ordinance reduce one (1) or more appropriations.

(D) Transfer of Appropriations. At any time during the fiscal year the City Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, division, or office and, upon written request by the City Manager, the City Council may by ordinance transfer part or all of any unencumbered appropriation balance from one (1) department, office or agency to another.

(E) Limitations. No appropriation for debt service may be reduced below any amount required by law to be appropriated or by more than the amount of the unencumbered balance thereof.

(F) Effective Date. The supplemental and emergency appropriations and reduction or transfer or appropriations authorized by this section may be made effective immediately upon adoption of the ordinance.

ORDINANCE O-16-1988

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, AMENDING SECTION 3 OF ORDINANCE O-15-1967 OF THE FISCAL YEAR 2016 GENERAL FUND BUDGET FOR THE TRANSFER OF \$120,000 FROM THE GENERAL FUND TO THE CAPITAL PROJECTS FUND FOR FUTURE MANAGEMENT SUPPORT OF THE COLLEYVILLE BOULEVARD RECONSTRUCTION PROJECT ON SEPTEMBER 30, 2016; THE TRANSFER OF THE BALANCE OF FISCAL YEAR 2016 REVENUES RECEIVED ABOVE FISCAL YEAR 2016 EXPENDITURES FROM THE GENERAL FUND TO THE CAPITAL PROJECTS FUND; THE TRANSFER OF FISCAL YEAR 2016 REVENUES RECEIVED ABOVE THOSE REQUIRED FOR THE DEBT COVERAGE RATIO IN THE UTILITY FUND TO A RESERVED CASH ACCOUNT FOR FUTURE UTILITY INFRASTRUCTURE PROJECTS ON SEPTEMBER 30, 2016; AND AUTHORIZING THE CITY MANAGER TO TRANSFER CERTAIN UNSPENT FY 2016 GENERAL FUND BUDGET APPROPRIATIONS FROM THE GENERAL FUND TO THE CAPITAL PROJECTS FUND TO PRESERVE FUNDING AMOUNTS ON SEPTEMBER 30, 2016

WHEREAS, the FY 2016 General Fund projected year end revenues are anticipated to exceed budget; and

WHEREAS, the City Council desires to provide funding in the amount of \$120,000 for management support of the Colleyville Boulevard Reconstruction Project, it is necessary to amend the FY 2016 General Fund budget to include the transfer of \$120,000 to the Capital Projects Fund; and

WHEREAS, the FY 2016 General Fund projected year end revenues are anticipated to exceed budgeted revenues and the City Council desires to provide funding for future capital projects, it is necessary to amend the FY 2016 budget to include the transfer of the balance of General Fund revenues received in FY 2016 over FY 2016 expenditures to the Capital Projects Fund; and

WHEREAS, the FY 2016 Utility Fund projected year end revenues are anticipated to exceed the amount required for the debt coverage ratio in the Utility Fund and the City Council desires to provide additional funding for future utility infrastructure capital projects, it is necessary to amend the FY 2016 budget to include the transfer of any Utility Fund revenues received in FY 2016 over the amount required for the debt coverage ratio to a reserved cash account; and

WHEREAS, the City Council desires to preserve unspent Fiscal Year 2016 General Fund budget appropriations for contractual services for the Community Development Department, replacement of bay doors at fire station one, and city hall façade lighting; and

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

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

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

Sec. 1. Section 3 of Ordinance O-15-1967 shall be replaced in its entirety and read as follows:

THAT appropriation amounts for the Fiscal Year 2016 budget for the different funds of the City of Colleyville are hereby fixed as follows:

General Fund	\$24,097,370
Utility Fund (Water & Wastewater)	\$15,886,362
Debt Service Fund	\$ 1,461,593
Drainage Utility Fund	\$ 917,997

Sec. 2. THAT the city manager is authorized to transfer the difference in FY 2016 General Fund revenues over expenditures from the General Fund to the Capital Projects Fund for future capital projects on September 30, 2016.

Sec. 3. THAT the city manager is authorized to transfer the difference in FY 2016 Utility Fund revenues over the amount required for the debt coverage ratio in the Utility Fund to a reserved cash account for future utility infrastructure capital projects on September 30, 2016.

Sec. 4. THAT the city manager is authorized to transfer unspent Fiscal Year 2016 General Fund budget appropriations for contractual services for the Community Development Department, replacement of bay doors at fire station one, and city hall façade

lighting, from the General Fund to the Capital Projects Fund to preserve said funding on September 30, 2016.

Sec. 5. THAT, in the event that expenditures in a department exceed the adopted budget for that department, the city manager is authorized to transfer all or part of the unencumbered appropriation balance from one department to another per the Charter of the City of Colleyville, Section 9.04 (D):

Sec. 6. THAT the effective date of this ordinance shall be September 30, 2016.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of September 2016.

The second reading and public hearing being conducted on the 20th day of September 2016.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5c

Agenda Date 09/20/2016

Number Ordinance O-16-1989

Type Ordinance

Department City Manager

Title

Adoption of the proposed Fiscal Year 2017 (FY 2017) budget

Strategy Map Connection

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

Explanation

Second Reading and Public Hearing

There was one citizen who did not wish to speak who registered support of this item at the September 6, 2016, City Council meeting.

First Reading and Public Hearing

On August 10, 2016, the City Council held a worksession to review the proposed Fiscal Year 2017 (FY 2017) budget. The City Council held another worksession to discuss the proposed budget on August 23, 2016, at which time several revisions were requested. The proposed budget message, presentation, and line item detail presented on August 10, 2016 has been updated (attached) to reflect those changes.

Summary of Changes to the FY 2017 Proposed Budget:

General Fund Proposed Expenditure Budget:	\$ 23,330,740
Remove City Council dues for CEO	\$ (875)
Add Council Worksession meal expenses	\$ 875
Remove City Manager's Office dues for CEO	\$ (125)
Add City Manager's Office supplies	\$ 125
Remove redundant voting equipment budget	\$ (4,740)
Additional funding Economic Development Director	\$ 21,332
Eliminate part-time Police Records Clerk position	\$ (21,090)
Move 3 library FTEs back to General Fund from CEDC	\$ 178,519
Reduce street rehabilitation/transfer to CIP	\$ (175,000)
General Fund Revised Proposed Expenditure Budget:	\$ 23,329,761
Net difference	\$ (979)

The reduction in street rehabilitation funding of \$175,000 is achieved by reducing the

annual budget for miscellaneous asphalt repairs from \$200,000 to \$100,000 and the annual CIP investment from \$2,500,000 to \$2,425,000. No CIP projects are proposed for removal from the FY 2017-2021 CIP as a result of these funding changes. There is sufficient fund balance available in the Capital Projects Fund to compensate for the \$75,000 decrease in annual CIP funding for the next five years.

Financial Impact

The adoption of the budget will provide expense appropriation for the General Fund, Utility Fund, Debt Service Fund, and Drainage Utility Fund for Fiscal Year 2017.

Recommendation

Approve

Attachments

1. FY 2017 Proposed Budget (revised)
2. Ordinance O-16-1989

City of Colleyville

Fiscal Year 2016-2017

Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$395,900, which is a 2.94 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$152,569.

The members of the governing body voted on the budget as follows:

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

Property Tax Rate Comparison

	2016-2017	2015-2016
Proposed Property Tax Rate:	\$0.339130/100	\$0.355900/100
Effective Tax Rate:	\$0.329138/100	\$0.350960/100
Effective Maintenance & Operations Tax Rate:	\$0.309453/100	\$0.329966/100
Rollback Tax Rate:	\$0.351431/100	\$0.376023/100
Debt Rate:	\$0.017222/100	\$0.019660/100

Total debt obligation for City of Colleyville secured by property taxes: \$614,420

COLLEYVILLE

FY 2017 Budget Message

We are pleased to present the revised proposed FY 2017 Combined Annual Operating Budget for the City of Colleyville. The original proposed budget was presented on August 10, 2016. Revisions requested at a subsequent budget worksession on August 23, 2016 have been incorporated into the revised proposed FY 2017 budget.

Colleyville holds strong to its rural farming roots, but now is part of a network of cities in northeast Tarrant County that have experienced explosive growth. Our City enjoys a relaxed, rural feel, but has the challenges and issues of the modern world. We are called on to balance the services our citizens want and expect as part of the Colleyville quality of life with available resources, while looking ahead to address and protect the future of our community. Vital services – public safety, maintenance of infrastructure and sustainable government – must be provided while managing the ever increasing costs of providing those services. We are committed to achieving that balance while demonstrating practical, responsible fiscal management.

The proposed budget funds current programs and services to meet the Colleyville City Council's priorities for service delivery, while lowering the current tax rate. The budget has been formulated with a philosophy of:

- Providing high-quality governmental services consistent with citizen expectations
- Constantly seeking opportunities to improve service delivery or increase efficiency through technology, partnerships, or improved processes
- Careful stewardship of City resources, emphasizing affordability and sustainability
- Valuing our employees

Additional documents included with this cover letter provide specific budget details and changes:

- Proposed Budget presentation (revised)
- Line item comparisons for FY 2016 vs. FY 2017 (revised)
- Line item details for all proposed FY 2017 expenditures (revised)



The proposed budget is balanced and prepared in accordance with state law, the Colleyville City Charter, ordinances, budget policies, and in accordance with the provisions outlined in the Governmental Accounting Standards Board (GASB) "Statement No. 34, Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments."

The City provides a full range of municipal services utilizing operating funds, special revenue funds, and capital project funds to provide those services. Whenever possible, the most restrictive funding source is used first, ultimately limiting the costs borne by the primarily property tax-supported general fund.

The combined expenditures of the City's major operating funds are as follows:

Fund Type	Adopted FY 2016	Proposed FY 2017	Change
General	\$23,977,370	\$23,329,761	\$ (647,609)
Utility	\$15,886,362	\$15,511,920	\$ (374,442)
Drainage	\$ 917,997	\$ 743,452	\$ (174,545)
Debt Service	\$ 1,461,593	\$ 1,854,037	\$ 392,444
Total:	\$42,243,322	\$41,439,170	\$ (804,152)

One measure of a City's financial strength is the level of its fund balance. While the City Council has approved a conservative fiscal policy of a 90-day reserve requirement, the City's operating funds are projected to exceed the minimum requirement as of September 30, 2016 as follows:

Fund Type	Number of Days	Amount
General	131	\$8,593,523
Utility	114	\$4,952,126
Drainage	504	\$1,266,812
Debt Service	137	\$551,844

The reserve earns interest, bolsters cash flow, and is available for unanticipated expenditures or emergencies. As a non-recurring revenue source, beginning fund balances are used to fund capital or other one-time expenses only.

By definition, preparation of any budget is the allocation of finite resources. The City Council, on behalf of the citizens, establishes the price community members are willing to pay for local government services. Staff's role is to guide the process by creating and managing a budget that reflects the Council's highest priorities.

On June 6, 2016, the City Council held a priority setting worksession, at which eight consensus policy priorities were identified (listed below) that served as critical guides for compiling the proposed budget.



Issues & Challenges

Colleyville benefits from a strong residential base, which helps mitigate the negative effects of economic fluctuations. Property values have rebounded from the declines experienced in fiscal years 2011 and 2012, and have experienced tremendous growth in the last year. 2016 certified values increased 9.14% in total, compared to 2015 certified values. The fiscal year 2017 proposed budget includes a proposed tax rate of \$0.33913/\$100 of valuation, a \$0.01677 reduction from the \$0.3559 tax rate in place since 2008. This rate reduction serves to provide some relief to property owners receiving higher appraisal values, while also providing the revenue necessary to continue funding programs and services at a sustainable level. The proposed rate represents a 3.2% increase in general fund ad valorem revenue compared to the prior year. The proposed rate is slightly less than one cent above the effective rate of \$0.329138 and represents a \$53.79 increase in the average annual property tax payment (\$4.48 per month).

While appraisal values have soared, increases in property values does not necessarily result in equally greater property tax revenue. In 2003, the City Council increased the over-65 property tax exemption to \$65,000 and approved the senior property

tax freeze in 2004, which serves as a significant benefit to residents. Demographic trends indicate that this benefit will continue to increase; the number of senior frozen accounts went from 1,908 in 2015 to 2,039 in 2016. Currently, over 21 percent of all residential property tax accounts are frozen, representing a significant benefit for Colleyville seniors.

Sales tax is the second largest revenue source, however, the City's primary commercial corridor along Colleyville Boulevard (SH26) will be under construction for the next several years. Fiscal year 2017 sales tax is projected to have zero growth from fiscal year 2016 year-end projections, with zero growth projected for the next several years as well due to the potential for construction to impact traffic to nearby businesses. In accordance with the City Council's priority of managing SH26 impacts, the City is and will be committing significant resources to support and market the impacted businesses.

Colleyville's history dates back to its beginnings as a farming community in the 1850s. Even when the City was incorporated a century later, it was still a rural community. Much of our infrastructure – including streets, utility lines, buildings and other community assets—are aging and inadequate to serve residents and commuters in the burgeoning northeast Tarrant County area. In developing the 2017 budget, staff has focused attention on the most urgent priorities and addressing those situations that pose the highest risk if not addressed. Staff also carefully considers which investments will serve to extend the useful life of an asset -- essentially postponing the need for full replacement for a number of years -- when making funding recommendations.

At the budget worksession presentation on August 10, staff reviewed a five-year General Fund budget forecast to fiscal year 2021. That forecast includes estimates for expenditures and the revenues necessary to continue balancing the budget. Ad valorem revenue was projected with growth of 5%, and sales tax was projected with no increase for the reasons mentioned above. The forecast for expenditures includes general cost increases of 3.5% for materials and contractual services required each year, as well as personnel costs to continue funding appropriate market and merit adjustments and increasing healthcare costs. The forecast also includes the planned draw down of \$1,000,000 of fund balance for street maintenance through fiscal year 2018. This forecast helps staff and the City Council focus on the long-term budgetary implications of current funding decisions. It also helps to put long-term goals into perspective relative to the overall resources available in the general fund.

Priorities and Fiscal Year 2017 Focus

With this budget, staff recommends allocating resources according to the priorities of our citizens and City Council, while maintaining the conservative fiscal approach that has allowed Colleyville to attain and maintain an AAA bond rating.

Two of the top priorities identified by the City Council were to restructure water rates and provide property tax relief. In July 2016, the City Council directed staff to eliminate the two transfers from the utility fund to the general fund (franchise fee



and general and administrative transfers) in order to eliminate tiered water rates and implement a flat rate model. Elimination of these transfers reduces general fund revenues by approximately \$1.2 million annually. The City Council also provided direction to propose a 2016 tax rate that is as close to the effective tax rate as possible. In order to accomplish those objectives, staff proposes to reduce general fund expenditures \$647,609 in total, compared to the fiscal year 2016 budget. Items proposed for elimination were selected based on those that would have the least impact to citizen services, while maintaining the Council's priority of fiscal stewardship. When possible, expenditures were moved out of the general fund to other eligible funding sources. Increased revenue from the proposed tax rate (1 cent above the effective rate) and other general fund revenue sources provide the funding needed for cost increases necessary to sustain current programs and services.

The proposed budget provides a staffing level of 204.13 full-time equivalents (FTEs), 1 FTE less than in fiscal year 2016. Careful consideration was given to all position requests to ensure that decisions are both appropriate and sustainable in the long-term. The new or upgraded positions in the fiscal year 2017 budget include the addition of one staff accountant and the conversion of temporary staff funding in the utility billing department into an upgraded utility billing analyst position. Three full-time positions were eliminated, including the communications and marketing director, economic development coordinator, and a secondary construction manager position recently vacated as a result of a retirement.

To sustain and plan for Colleyville's long-term needs, the fiscal year 2017 budget includes a Five-Year Comprehensive Capital Improvement Plan (CIP). This plan identifies planned projects for the next five years, based on funding availability, and a schedule for completion. Similar to the five-year general fund projection, the CIP provides an opportunity to consider all of the City's capital needs in the coming years and determine the priority of each, as well as whether available funding resources are sufficient to support those expenditures. The CIP utilizes a variety of funding sources including the City's major operating funds, impact fees, special revenue funds, and other entities such as Tarrant County. While the plan itself covers five fiscal years, only funding for the upcoming year of the five-year plan is appropriated in the City's budget each year. To further the City Council priority of accelerating the street capital plan, several additional road projects have been added in FY 2017. The chart below summarizes fiscal year 2017 investments by project category.

FY 2017 Project Category	FY 2017 Project Cost
Streets	\$6,497,522
Utility	1,875,200
Parks	300,000
Technology	85,000
Facilities	500,000
TOTAL	\$9,257,722



As is typical in local government, funding requests exceed available revenues, requiring decisions regarding what to fund. The fiscal year 2017 budget is a balanced budget based on community and City Council priorities as we know them and makes significant progress toward achieving many of the City's needs and long-term goals. Those items that were not funded this fiscal year may be considered in future budgets.

The City has been consistently recognized throughout the years for its judicious management of financial resources to support an array of services and programs. Residents continue to receive excellent value for their tax dollars, with which staff is able to provide the programs, services, and infrastructure investment that form the foundation of the quality of life in Colleyville.

As always, staff will continue to be diligent in its review of City finances in order to assist the City Council in making decisions that will ensure the fiscal viability of its government. Additionally, staff will continue to evaluate and improve business practices in an effort to find efficiencies, while also looking at regional synergies and collaborations to reduce ongoing costs.

The fiscal year 2017 budget is presented with the commitment and confidence that it effectively funds those priorities identified by the City Council. We look forward to receiving the City Council's input on the proposed budget and working with you to achieve all the goals set forth therein.

Preparing the budget was a tremendous undertaking. It is important to acknowledge the efforts of the dedicated staff that worked resolutely to formulate fiscally responsible proposals. Appreciation goes to the Mayor and City Council for their community leadership and solid financial acumen. I also want to thank the staff budget team: Chris Fuller, deputy city manager; Mike Holder, assistant city manager/director of public safety; Karen Hines, finance manager; Brian Hogan, chief financial officer; Rachel Huitt, human resources director; and Adrienne Lothery, strategic services manager, for their efforts in building our service plan for 2017. My special thanks to all City employees who have worked so hard to provide quality services to our citizens and who are committed to the success of our great City.

In summary we pledge our time and talents to achieve continued excellence for the citizens we serve and it is our honor to do so.

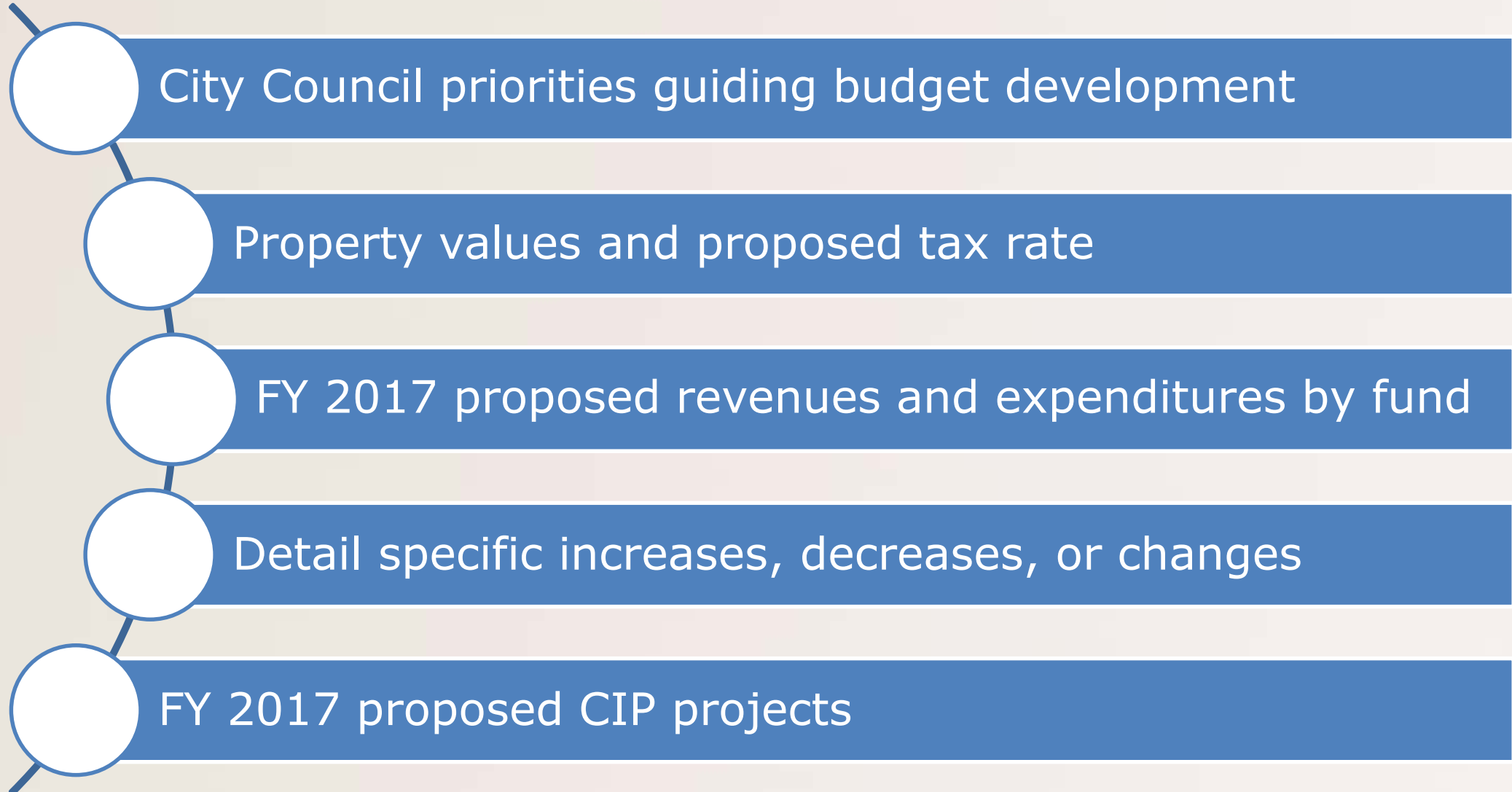
Jennifer Fadden
Jennifer Fadden
City Manager



Fiscal Year 2017 Proposed Budget (Revised)

Originally Presented at a City Council Worksession on August 10, 2016; the presentation has been revised to incorporate changes requested prior to adoption

Presentation Overview



City Council Consensus Priorities



Property Tax Relief



Restructure Water Rates



Accelerate the Street Capital Program



Improve the Comprehensive Plan



Fiscal Stewardship



Revise the City Charter



Improve Glade Road Design



Manage SH26 Project Impacts

Summary by Fund



<i>Fund</i>	<i>Adopted FY 2016</i>	<i>Proposed FY 2017</i>	<i>Change</i>
General	\$23,977,370	\$23,329,761	(\$647,609)
Utility	\$15,886,362	\$15,511,920	(\$374,442)
Drainage	\$917,997	\$743,452	(\$174,545)
Debt Service	\$1,461,593	\$1,854,037	\$392,444

Property Values



July 25, 2015

Certified Value:	\$4,204,340,103
TIF Value:	\$ 267,715,328
Frozen Value Loss:	<u>\$ 86,469,468</u>
Value (rev. projections)	\$3,850,155,307

July 25, 2016

Certified Value:	\$4,588,707,342	(+9.14%)
TIF Value:	\$ 298,582,143	(+11.5%)
Frozen Value Loss:	<u>\$ 129,865,242</u>	(+50.2%)
Value (rev. projections)	\$4,160,259,957	(+8.05%)

Value x tax rate/\$100 x 99% collection rate = revenue projection
(plus delinquent taxes and penalties & interest)

Total New Construction: \$53,668,439
TIF New Construction: \$ 8,680,058

Proposed Property Tax Rate



2015 Tax Rate: \$0.355900

2016 Effective Rate: \$0.329138

2016 Rollback Rate: \$0.351431

2016 Proposed Rate: \$0.33913

Tax Rate Reduction: \$0.016770

Above Effective Rate: \$0.009992

1 cent of tax rate = \$412,000
(General Fund)



Average Home Value

2015: \$423,650

2016: \$460,461

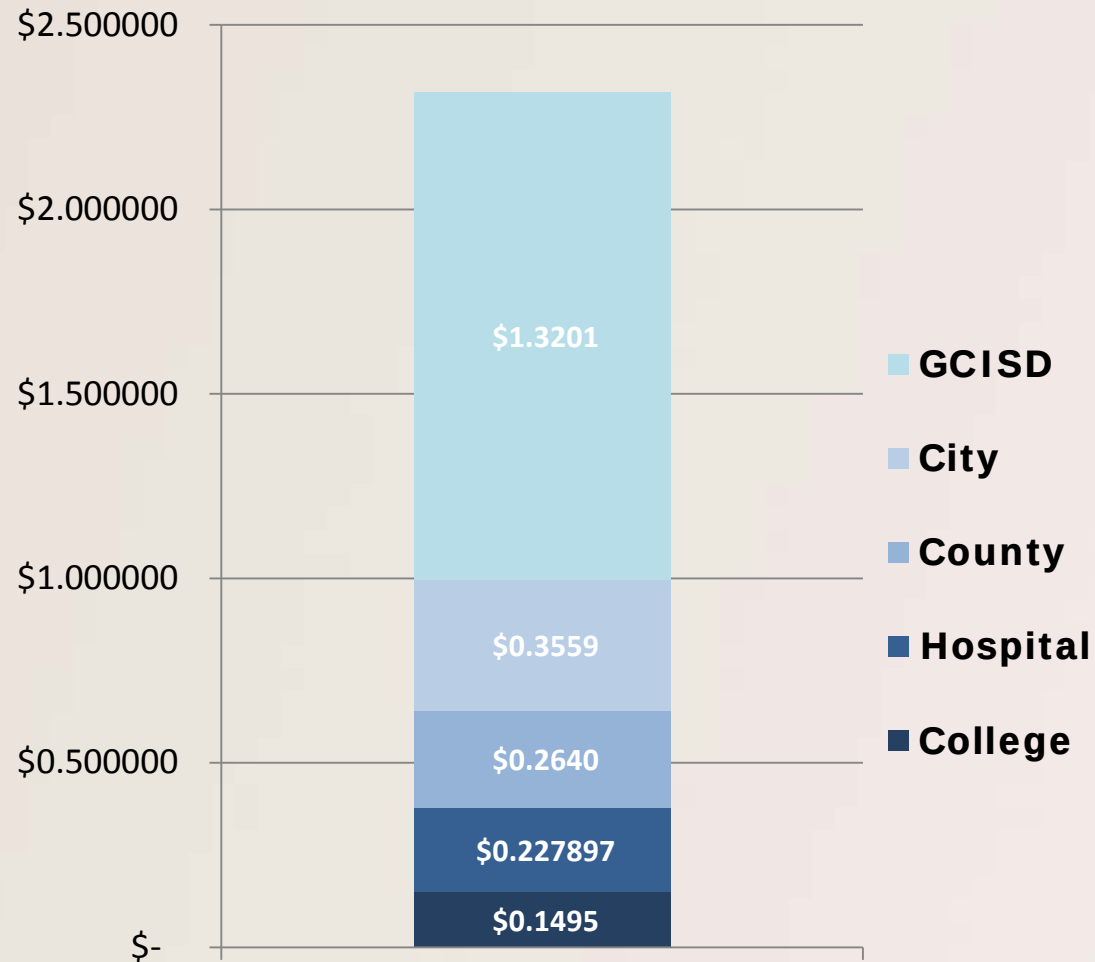
Average Property Tax Payment

2015: \$1,507.77

2016 same rate: \$1,638.78
Change: \$131.01

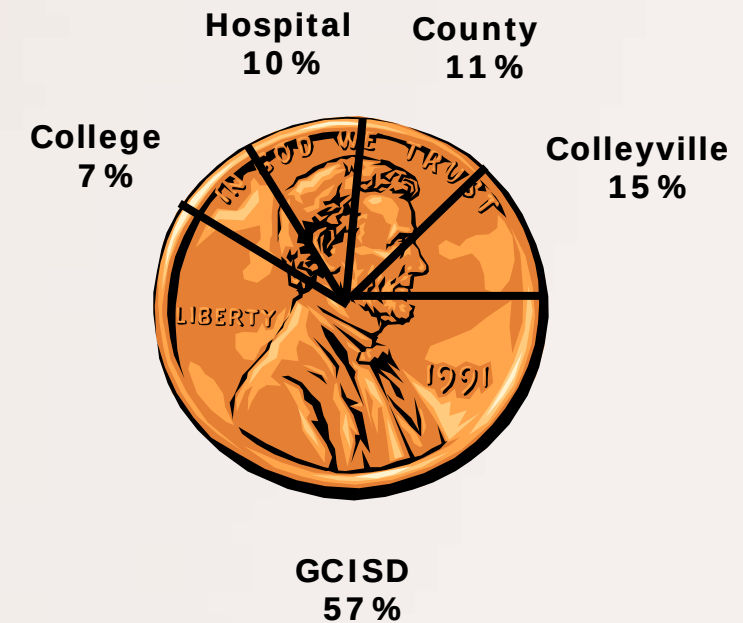
2016 proposed: \$1,561.56
Change: \$53.79

Background: Overlapping Tax Rates



FY 2016 Total Tax Rate: \$2.32

FY 2016



General Fund

General Fund Summary



	FY 16 Budget	FY 17 Proposed	FY 16 vs. FY 17
Ad Valorem Revenue	\$12,928,456	\$13,343,370	\$414,914
Sales Tax	3,480,000	3,665,000	\$185,000
Franchise Fees	2,061,000	2,115,000	\$54,000
Licenses & Permits	882,800	931,500	\$48,700
Fines	876,000	874,420	(\$1,580)
Charges for Service	1,089,800	900,300	(\$189,500)
Intergovernmental	311,979	326,693	\$14,714
Misc./Interest Earnings	155,040	175,000	\$19,960
Use of Fund Balance	1,000,000	1,000,000	-
Transfers In	1,233,417	0	(\$1,233,417)
Total Revenue	\$24,018,492	\$23,331,283	(\$687,209)
Total Expenditures	\$23,977,370	\$23,329,761	(\$647,609)
Net Difference	\$41,122	\$1,522	
<i>Days of Working Capital</i>	<i>131</i>	<i>119</i>	

Walk-forward: FY 2016 to FY 2017



\$24,018,492	FY 2016 Revenue Budget
414,914	Ad Valorem revenue increase with \$0.01667 tax rate reduction
131,294	All other revenue changes
<u>(1,233,417)</u>	<u>Transfers revenue decrease</u>
\$23,331,283	FY 2017 Revenue Budget
(\$687,209)	Net difference

\$23,977,370	FY 2016 Expenditure Budget
(883,000)	FY 2016 one-time costs
820,919	Non-discretionary increases
59,492	Turnover/Rebalance fund splits
(712,552)	Budget reductions/moves
76,019	Additional Funding Requests
204,873	Merit Pool (6 mo. FY 2017)
<u>(213,360)</u>	<u>Salary Savings (2%)</u>
\$23,329,761	FY 2017 Expenditure Budget
(\$647,609)	Net difference

Proposed vs. Effective Rate



\$24,018,492	FY 2016 Revenue Budget
414,914	Ad Valorem revenue increase with \$0.01667 tax rate reduction
131,294	All other revenue changes
(1,233,417)	Transfers revenue decrease
(411,619)	Ad Valorem revenue difference by lowering to the effective rate
\$23,331,283	FY 2017 Revenue Budget
\$22,919,664	FY 2017 Revenue Budget
(\$687,209)	Net difference
(\$1,098,828)	Net difference

\$23,977,370	FY 2016 Expenditure Budget
(883,000)	FY 2016 one-time costs
820,919	Non-discretionary increases
59,492	Turnover/rebalance fund split
(712,552)	Budget reductions/moves
76,019	Additional Funding Requests
204,873	Merit Pool (6 mo. FY 2017)
(213,360)	Salary Savings (2%)
(411,619)	Additional expenditure reductions
\$23,329,761	FY 2017 Expenditure Budget
\$22,918,142	FY 2017 Expenditure Budget
(\$647,609)	Net difference
(\$1,059,228)	Net difference

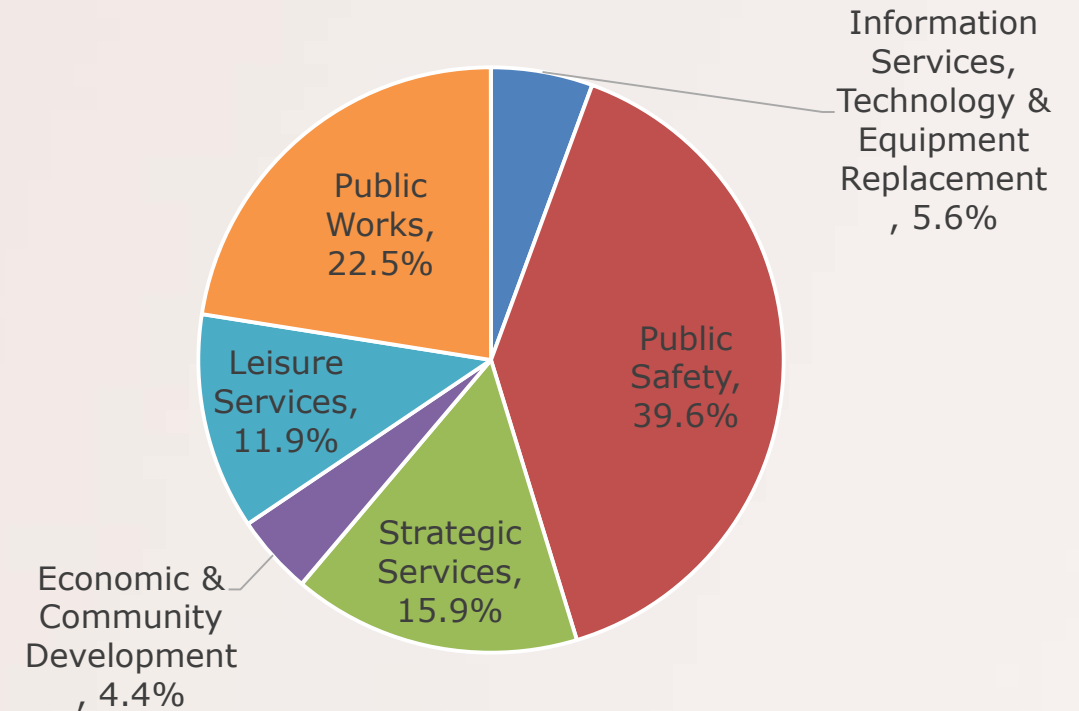
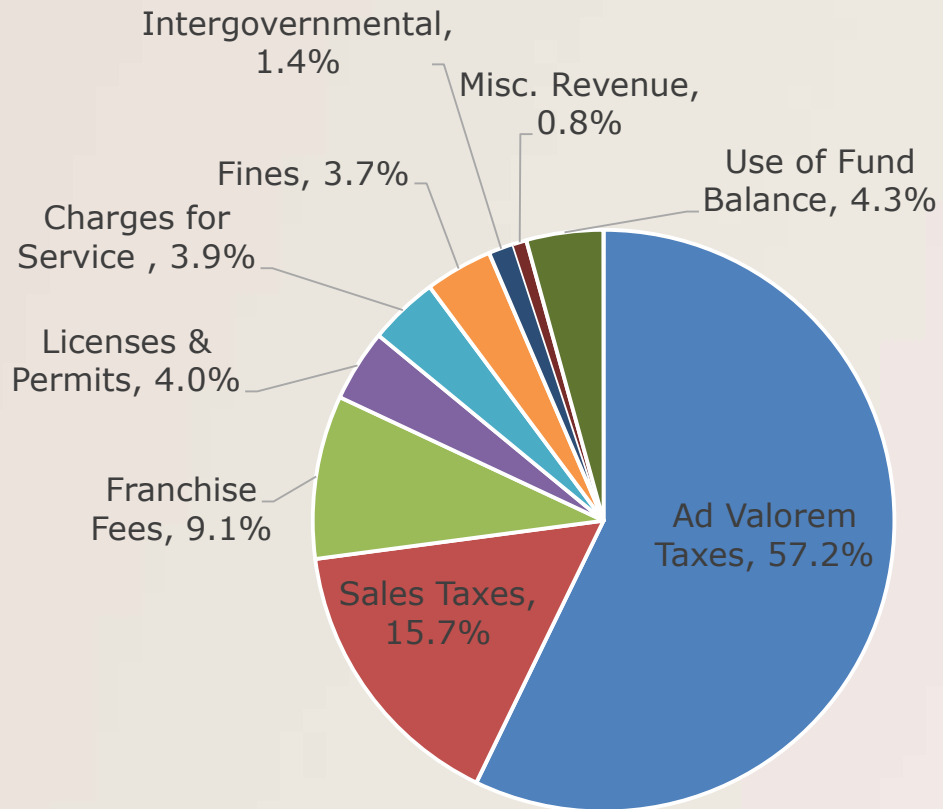
General Fund Forecast



	BUDGET FY 2016	PROJECTED FY 2017	PROJECTED FY 2018	PROJECTED FY 2019	PROJECTED FY 2020	PROJECTED FY 2021
BEGINNING FUND BALANCE	\$9,552,401	\$8,593,523	\$7,595,045	\$6,638,124	\$6,754,045	\$7,067,911
REVENUE:						
Ad Valorem Taxes	\$12,928,456	\$13,343,370	\$14,059,698	\$14,794,476	\$15,678,683	\$16,490,120
Sales Tax	\$3,480,000	\$3,665,000	\$3,665,000	\$3,701,650	\$3,738,667	\$3,776,053
Franchise Fees	\$2,061,000	\$2,115,000	\$2,152,013	\$2,189,673	\$2,227,992	\$2,266,982
Licenses & Permits	\$882,800	\$931,500	\$912,870	\$894,613	\$876,720	\$859,186
Fines	\$876,000	\$874,420	\$883,164	\$891,996	\$900,916	\$909,925
Charges for Service	\$1,089,800	\$900,300	\$909,303	\$918,396	\$927,580	\$936,856
Intergovernmental	\$311,979	\$326,693	\$329,960	\$333,260	\$336,592	\$339,958
Miscellaneous Income	\$155,040	\$175,000	\$178,500	\$182,070	\$185,711	\$189,426
Use of Fund Balance	\$1,000,000	\$1,000,000	\$1,000,000	\$0	\$0	\$0
Transfers In	\$1,233,417	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUES	\$24,018,492	\$23,331,283	\$24,090,508	\$23,906,133	\$24,872,861	\$25,768,506
Expenditures	\$20,477,370	\$20,504,761	\$21,222,428	\$21,965,213	\$22,733,995	\$23,529,685
Street Maintenance & CIP Projects	\$3,500,000	\$2,825,000	\$2,825,000	\$1,825,000	\$1,825,000	\$1,825,000
TOTAL EXPENDITURES	\$23,977,370	\$23,329,761	\$24,047,428	\$23,790,213	\$24,558,995	\$25,354,685
NET REVENUE	\$41,122	\$1,522	\$43,080	\$115,921	\$313,866	\$413,821
ENDING FUND BALANCE	\$8,593,523	\$7,595,045	\$6,638,124	\$6,754,045	\$7,067,911	\$7,481,732
DAYS OF WORKING CAPITAL	131	119	101	104	105	108

*Based on 5% AV increase for FY 2018 – FY 2021

General Fund Rev. & Exp. by Category



Non-Discretionary Increases



<u>Program</u>	<u>Request</u>	<u>One-time Cost</u>	<u>Ongoing Cost</u>	<u>Total Cost</u>
Capital Equip. Reserve	Annual transfer for Fire Apparatus Replacement Program	\$ -	\$ 150,000	\$ 150,000
City Manager's Office	OpenGov (additional needed)	\$ -	\$ 7,798	\$ 7,798
City Secretary	Seminars & mileage	-	500	500
City Secretary	Codification costs	-	43	43
City Secretary	BCC name tags and appreciation reception; Council portrait frame	-	1,096	1,096
City Secretary	Clean Sweep shredder	-	200	200
City Secretary	Certified mailings for alcohol paperwork	-	200	200
Colleyville Center	Increased cost of janitorial contract	-	621	621
Engineering	Pavement assessment survey and analysis	\$ 50,000	\$ -	\$ 50,000
Facility Services	Maintenance contracts (fire monitoring, pest, panic buttons, etc)	-	10,690	10,690
Facility Services	Justice Center wall repairs	16,475	-	16,475
Facility Services	City Hall step lighting	3,550	-	3,550
Finance	Training- GFOAT Fall and New Finance Directors Roundtable	-	1,500	1,500
Fire EMS	Increase to medical direction contract	-	11,915	11,915
Fire Operations	Vehicle maintenance	-	4,262	4,262
Fire Operations	SCBA airpack replacement program- annual funding to set aside	-	26,706	26,706
Fire Prevention	Uniforms	-	75	75
Fire Prevention	Membership for the International Assoc. of Arson Investigators	-	100	100
Fleet Maintenance	Training for mechanics	2,400	-	2,400
Fleet Maintenance	Motorcycle table lift	3,500	-	3,500
Human Resources	Org Development	-	1,988	1,988
Human Resources	Comprehensive Compensation & Classification Study	50,000	-	50,000
Human Resources	Increase for Tyler Technologies Conference	-	700	700
Library	Increased dues costs for library associations	-	12	12
Library	Laminator maintenance & film	-	102	102
Library	Increases for Service Agreements (3M, event software, courier)	-	4,656	4,656

Non-Discretionary Increases Cont.



<u>Program</u>	<u>Request</u>	<u>One-time Cost</u>	<u>Ongoing Cost</u>	<u>Total Cost</u>
ISM-GIS	SQL Training	1,000	-	1,000
ISM-GIS	Aerial photo	1,300	-	1,300
ISM-GIS	Trimble maintenance	-	260	260
ISM-GIS	Nexus maintenance	-	511	511
ISM-GIS	Binding books	-	400	400
ISM-GIS	Uniforms	-	90	90
ISM	Additional labor pool funding for A/V work	-	5,000	5,000
ISM	Swagit equipment replacement (Online streaming for broadcasted mtgs)	8,700	-	8,700
ISM	24/7 On-call Answering Service for ISM	-	1,188	1,188
ISM	Biennial security audit	19,000	-	19,000
ISM	SQL Stack security project (goes with security audit)	4,500	-	4,500
ISM	Barracuda backup upgrade	8,428	-	8,428
ISM	Laptop replacement	6,400	-	6,400
ISM	Desktop replacement	4,620	-	4,620
ISM	Firewall replacement	11,190	-	11,190
ISM	Barracuda offsite backup system	-	4,900	4,900
ISM	Ocularis maintenance contract	-	4,850	4,850
ISM	Landguard Install	-	6,600	6,600
ISM	Blade chassis support	-	5,412	5,412
ISM	Digital cloud fax model	-	3,100	3,100
Personnel	Other 6 months of FY 2016 merit increase	-	193,017	193,017
Personnel	TMRS	-	80,789	80,789
Personnel	Workers Compensation Insurance	-	4,502	4,502
Personnel	Health Insurance	-	22,410	22,410
Personnel	Market Adjustments	-	8,461	8,461
Police	Budget vacancies at \$60,000 for lateral hire program	-	28,213	28,213
Police Communications	Contract with Keller	-	36,989	36,989
TOTAL		\$ 191,063	\$ 629,856	\$ 820,919

Budget Reductions



\$2,500	Community Outreach Program for Judge
\$50,000	Compensation & Classification Study (use Strategic Initiatives Fund)
\$2,000	Break/fix funding for Fire Department
\$2,000	Medical Control Contract (tighter estimate)
\$7,650	Reduce marketing/advertising for City events/programs; move \$4,000 to CEDC
\$74,220	Move 1 officer to CCCPD budget
\$307	Dues for certain associations (police)
\$37,000	Landscaping improvements, parks sign replacement, decomposed granite for Nature Center, new trash receptacles (use Voluntary Park Funds)
\$33,000	Library books and program funding (use Voluntary Library Funds)
\$175,000	Street maintenance
\$50,000	Construction materials testing (fewer projects anticipated)
\$50,000	Pavement Condition Assessment (use Capital Projects Fund balance)
\$12,935	NCTCOG TRE membership
\$2,327	Tarrant Regional Transportation Coalition
\$2,200	Chamber cash contribution
\$5,000	Contractual services for Economic Development
\$74,582	Economic Development Coordinator
<u>\$131,831</u>	<u>Communications & Marketing Director</u>
\$712,552	General Fund Total (reduced or moved)

Additional Funding Included



<u>Program</u>	<u>Request</u>	<u>One-time Cost</u>	<u>Ongoing Cost</u>	<u>Total Cost</u>
City Secretary	Voting Equipment	\$ 1,500	\$ 1,200	\$ 2,700
Finance	Staff Accountant	\$ -	\$ 68,579	\$ 68,579

Agency Agreements



Agency Agreements	FY11	FY12	FY13	FY14	FY15	FY16	FY17 Proposed
Colleyville Chamber of Commerce	\$4,425	\$4,425	\$4,825	\$5,200	\$5,200	\$5,940	\$3,740
GRACE	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500
Alliance for Children	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500
Metroport Meals on Wheels	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
MHMR of Tarrant County	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0
Safe Haven	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Special Needs Assistance Partners (SNAP)	\$500	\$500	\$500	\$500	\$500	\$500	\$500
Keep Colleyville Beautiful	\$3,000	\$3,000	\$3,000	\$3,000	\$0	\$0	\$0
Total:	\$30,925	\$29,925	\$30,325	\$30,700	\$27,700	\$28,440	\$26,240

Utility Fund



	FY 16 Budget	FY 17 Proposed	FY 16 vs. FY 17
Water Sales	\$11,467,441	10,869,131	(\$598,310)
Wastewater Sales	4,050,786	3,650,000	(400,786)
Water Installation	21,000	42,000	21,000
Wastewater Installation	7,000	15,000	8,000
Sewer Tie-On Charges	5,000	0	(5,000)
Engineering Charges	50,000	5,000	(45,000)
Penalties/Misc.	241,772	250,000	8,228
Interest	20,300	25,000	4,700
Use of Available Cash	450,000	750,000	300,000
Total Revenue	\$16,313,299	\$15,606,131	(\$707,168)
Total Expenditures	\$15,886,362	\$15,511,920	(\$374,442)
<i>Projected Available Fund Balance</i>	<i>\$4,952,126</i>	<i>\$4,296,337</i>	

Utility Fund Expenditures



	FY 17 Proposed
Utility Billing	\$426,102
Utility Support	1,237,273
Utility Operations- Water	607,495
TRA Water (volumetric)	6,184,886
TRA Water (debt)	2,795,881
Utility Operations- Wastewater	295,953
TRA Wastewater	2,406,633
Non-Departmental	320,803
Inter-fund Loan Repayment	44,286
Compensation Adjustment	28,208
Infrastructure Renewal	804,500
Debt Service	359,900
Total Expenditures	\$15,511,920



Highlights:

- Utility Billing Analyst
- Camera for wastewater lines

Drainage Utility Fund



	FY 16 Budget	FY 17 Proposed	FY 16 vs FY 17
Drainage Fees	\$937,872	\$945,000	7,128
Penalties/Misc.	16,413	9,450	(6,963)
Interest Income	2,289	2,100	(189)
Use of Available Cash	-	75,000	75,000
Total Revenue	\$956,574	\$1,031,550	\$74,976
Total Expenditures	\$917,997	\$743,452	(\$174,545)
<i>Projected Available Fund Balance</i>	<i>\$1,266,812</i>	<i>\$1,479,910</i>	

Drainage Fund Expenditures



	FY 17 Proposed
Drainage Operations	\$480,376
Stormwater Management	107,860
Non-Departmental	6,141
Compensation Adjustment	1,652
Debt Service	128,391
Inter-fund Loan Repayment	19,032
Total Expenditures	\$743,452



Highlights:

- Replacement of street sweeper delayed to FY 2018 for further evaluation of maintenance costs

Debt Service Fund



	FY 16 Budget	FY 17 Proposed	FY 16 vs. FY 17
Ad Valorem Revenue	\$681,434	\$642,420	(\$39,014)
Transfer In – CCCPD	500,242	503,862	3,620
Transfer In – TIF	-	655,781	655,781
Interest Income	2,251	2,251	-
Use of Available Cash	277,666	49,723	(227,943)
Total Revenue	\$1,461,593	\$1,854,037	\$392,444
Total Expenditures	\$1,461,593	\$1,854,037	\$392,444
<i>Projected Available Fund Balance</i>	<i>\$551,844</i>	<i>\$502,121</i>	

Debt Service Fund Expenditures



	FY 17 Proposed
2006 G.O. Refunding Bonds	\$542,229
2007 G.O. Bonds	153,000
2011 G.O. Refunding Bonds	169,950
2016 G.O. Refunding Bonds	776,466
2016 Fire Engine Lease/Purchase	49,723
2013 Ambulance Lease/Purchase	44,580
2010 Fire Truck Lease/Purchase	116,839
Paying Agent Fees	1,250
Total Expenditures	\$1,854,037

2013 Ambulance



2010 Truck



Highlights: Other Funding Sources



- CCCPD Fund – budget adopted
- CEDC Fund –budget adopted August 23, 2016
- Strategic Initiatives Fund - \$50,000 Compensation & Classification Study
- Strategic Initiatives Fund - \$17,358 Updated aerial photos for GIS
- Capital Projects Fund - \$50,000 Pavement condition assessment
- Vehicle & Equip. Replacement Fund (technology portion) - \$11,800 Applicant tracking system
- Voluntary Library Fund – all library materials purchases
- Voluntary Parks Fund - \$37,000 Landscaping improvements, parks sign replacement, decomposed granite for Nature Center, new trash receptacles
- Impact fees – update impact fee study

Year-end Budget Amendment



Year-end Budget Amendment: 1st reading on September 6th

- Transfer first \$120,000 of any General Fund revenues over expenditures for SH 26 reconstruction management support
- Any unspent contractual services funds in the Community Development department budget, to preserve funding for processing updates related to the Comprehensive Plan
- Transfer the \$66,000 for replacement of fire station doors into the Capital Projects Fund to preserve funds for project completion in a future year
- Transfer unspent project funds for façade lighting at City Hall to the Capital Projects Fund, to preserve funding to complete the project in FY 2017
- Transfer balance of additional General Fund revenues over expenditures to the Capital Projects Fund for future CIP projects
- Transfer additional Utility Fund revenues (over bond coverage ratio) to a cash account for future CIP utility projects

Not included in FY 2017 Proposed Budget



<u>Program</u>	<u>Request</u>	<u>One-time Cost</u>	<u>Ongoing Cost</u>	<u>Total Cost</u>
Community Development	Administrative Clerk	\$ 1,250	\$ 40,883	\$ 42,133
Community Development	Planner I (offset \$50,000 with contractual svc. budget)	\$ 1,450	\$ 68,897	\$ 70,347
Facility Services	Energy saving light conversion program	\$ -	\$ 10,000	\$ 10,000
Fire	Deputy Fire Chief	\$36,677	\$148,132	\$184,809
Fire	Fire Investigator	\$36,450	\$ 98,262	\$134,712
Municipal Court	Administrative Court Clerk- PT (split with Keller)	\$ 1,250	\$ 14,602	\$ 15,852

Capital Improvement Plan



CIP Recommendations



- Adopt the five-year CIP by Council Resolution
- Appropriate funding from operating funds for the first year of the CIP (FY 2017) as part of the annual budget ordinance
- Address any future changes to the adopted CIP by Council Resolution

FY 2017 Projects



Category	Title	Cost	Funding Source
Facilities	Civil Improvements at Public Works Service Center Site - CONSTRUCTION	\$500,000	Capital Projects Fund
Streets	Glade Road (Phase 2 - Manning to Pool) - ROW	430,000	TIF
Streets	Glade Road (Phase 3 - Pool to Heritage) - ROW	190,000	TIF
Streets	Glade Road Maintenance Partial (Phase II) (Stafford to Jim Mitchell)	198,000	Capital Projects Fund
Streets	Glade Road Maintenance Partial (Phase IV) Asphalt Rehab (Western City Limits to Bransford Road)	142,000	Capital Projects Fund
Streets	Hunter Lane - Rehabilitation	160,000	Capital Projects Fund
Streets	John McCain Rehabilitation (Westcoat to Pleasant Run and Shepherds Glen to Maranatha Court) - County Project	1,647,222	Capital Projects Fund (portion from FY16 CIP project) / County
Streets	L. D. Lockett (Precinct Line Road to Westcoat Drive) - Rehabilitation	725,000	Capital Projects Fund
Streets	McDonwell School Road and Westcoat Drive Roundabout - Design	\$100,000	Impact Fees- Area II

FY 2017 Projects (Continued)



Category	Title	Cost	Funding Source
Streets	Pleasant Run (Shelton to John McCain) - Rehabilitation (Companion to Water Project 11/Partial and Wastewater Project 3/Partial)	4,300,000	Capital Projects Fund / CEDC / Utility Fund / Water Impact Fees
Streets	Roberts Road (Glade to Grapevine City Limits) - DESIGN	162,000	Capital Projects Fund
Technology	UPS Battery Backup Replacement at Justice Center	85,000	CCCPD Fund
Utility	Water Project 10: Apple Valley Subdivision/Rustic Oaks Subdivisions/ Bills Lane Water Lines - DESIGN	70,000	Utility Fund
Utility	Water Project 11: Partial (John McCain 12" Water Line Replacement)	446,000	Utility Fund
Utility	Water Project 8: Pressure Relief and Flow Control Valves and Associated Piping to Regulate Flow Between High and Low Pressure Planes (John McCain/Bandit Trail Vicinity) - DESIGN	42,500	Utility Fund
Utility	WW Project 3 (Partial): Replacement of 6" and 8" Pipelines on Manning Drive and in the Vicinity of Pleasant Run Road and McDonwell School Road - DESIGN	27,000	Utility Fund
Utility	WW Project 4: Remington Park and Clairemont Subdivisions Sewer Line Replacements to Improve Flow - DESIGN	33,000	Utility Fund

FY 2017 Projects Summary



Project Category	Cost
Streets	\$ 6,497,522
Utility	1,875,200
Technology	85,000
Facilities	500,000
Parks	300,000
TOTAL	\$9,257,722

Funding Source	Amount
Capital Projects Fund	\$ 4,721,300
Utility Fund	804,500
TIF	620,000
Perimeter Street & Impact Fees	100,000
Water Impact Fees	1,070,700
CEDC	300,000
COG/TxDOT County	394,000
CCCPD Fund	85,000
Other	1,162,222
TOTAL	\$9,257,722

Budget Highlights by Priority



Property Tax Relief

- Property tax rate reduction of \$0.01677



Fiscal Stewardship

- Completed line item budget review
- Began Fire Apparatus replacement program
- \$640K+ General Fund expenditure reduction
- Reallocated eligible expenditures to other funds



Restructure Water Rates

- Utility Fund budget based on temporary flat rate and elimination of General Fund transfer
- Water/wastewater rate analysis underway



Revise the City Charter

- Charter Review Committee report completed
- Funding available if the City Council calls an election (Strategic Initiatives Fund)



Accelerate the Street Capital Program

- L.D. Lockett rehabilitation -FY17
- McDonwell/Westcoat roundabout design -FY17
- Glade Road maintenance -FY17
- John McCain rehabilitation -FY17



Improve Glade Road Design

- Worksession scheduled for August 24
- Funding available in the TIF to accommodate the Council's desired design



Improve the Comprehensive Plan

- Priorities identified at July Worksession
- Continued budgeting funds for code revisions



Manage SH26 Project Impacts

- Continued funding of SH26 support for businesses and citizens

Budget Process: Next Steps



- Tuesday, September 6
 - 7:30pm – Public hearing and 1st reading of FY 2017 tax rate and operating budget
- Tuesday, September 20
 - 7:30pm – Public hearing; 2nd reading (adoption) of FY 2017 tax rate and operating budget; Resolution to adopt the FY 2017-2021 CIP

Questions and Discussion

Citizens can view the Proposed FY 2017 Proposed Budget
at www.colleyville.com.

GENERAL FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
REVENUES				
10000	5101	CURRENT TAXES	\$ 12,823,456	\$ 13,258,370
10000	5102	DELINQUENT TAXES	\$ 50,000	\$ 30,000
10000	5103	PENALTY & INTEREST	\$ 55,000	\$ 55,000
10000	5201	ONCOR ELECTRIC DELIVERY	\$ 875,000	\$ 900,000
10000	5202	TRI-COUNTY ELECTRIC	\$ 105,000	\$ 105,000
10000	5203	ATMOS ENERGY	\$ 350,000	\$ 350,000
10000	5204	AT&T SERVICES	\$ 70,000	\$ 70,000
10000	5205	VERIZON/OTHERS	\$ 65,000	\$ 60,000
10000	5206	GARBAGE/RECYCLING	\$ 146,000	\$ 155,000
10000	5207	CABLE TV	\$ 450,000	\$ 475,000
10000	5301	SALES TAX	\$ 3,400,000	\$ 3,575,000
10000	5302	MIXED BEVERAGE TAX	\$ 80,000	\$ 90,000
10000	5411	BUILDING	\$ 580,000	\$ 600,000
10000	5412	PLUMBING	\$ 48,000	\$ 55,000
10000	5413	MECHANICAL PERMIT	\$ 29,000	\$ 35,000
10000	5414	ELECTRICAL	\$ 40,000	\$ 45,000
10000	5416	CITY LICENSE	\$ 35,000	\$ 35,000
10000	5417	BUILDING PLAN REVIEW FEE	\$ 109,000	\$ 110,000
10000	5418	NEW BUSINESS	\$ 3,500	\$ 3,500
10000	5420	SIGN PERMITS	\$ 6,800	\$ 7,000
10000	5421	FENCE PERMITS	\$ 9,500	\$ 10,000
10000	5423	FIRE PERMIT FEES	\$ 7,000	\$ 16,000
10000	5424	IRRIGATION PERMITS	\$ 15,000	\$ 15,000
10000	5511	RE-ZONING	\$ 10,000	\$ 10,000
10000	5512	PLAT FEE	\$ 7,200	\$ 7,200
10000	5514	BOARD OF ADJUSTMENT	\$ 1,250	\$ 2,000
10000	5611	FINES-BUDGETED	\$ 800,000	\$ 800,000
10000	5612	ALARM FEES	\$ 53,000	\$ 53,000
10000	5630	LIBRARY FINES	\$ 23,000	\$ 21,420
10000	5711	SALE OF MATERIAL	\$ 100	\$ 100
10000	5712	WEED MOWING	\$ 6,500	\$ 6,500
10000	5714	SALE OF SURPLUS PROPERTY	\$ 5,000	\$ 5,000
10000	5715	SITE PLAN REVIEW FEE	\$ 1,000	\$ 1,000
10000	5716	EARNED INTEREST	\$ 25,000	\$ 25,000
10000	5719	MISCELLANEOUS	\$ 55,000	\$ 55,000
10000	5721	AMBULANCE	\$ 300,000	\$ 320,000
10000	5722	RECREATION PROGRAM	\$ 160,000	\$ 165,000
10000	5790	USE OF FUND BALANCE	\$ 1,000,000	\$ 1,000,000
10000	5811	ENGINEERING-INSPECTION	\$ 175,000	\$ 62,500
10000	5813	MATERIALS TESTING FEE	\$ 100,000	\$ 12,500
10000	5826	KELLER COURT	\$ 217,697	\$ 227,697
10000	5828	SRO REIMBURSEMENT	\$ 94,282	\$ 98,996
10000	5832	ANTENNA LEASES	\$ 70,040	\$ 90,000

GENERAL FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
10000	5845	LOT DRAINAGE INSPECTION	\$ 13,000	\$ 13,000
10000	5855	FIELD USE FEE	\$ 21,500	\$ 21,500
10000	5872	TRANSFER FROM UTILITY FUND	\$ 1,165,563	\$ -
10000	5873	COLLEYVILLE CENTER REVENUES	\$ 257,250	\$ 240,000
10000	5874	NON RESIDENT FEE - PARKS	\$ 37,000	\$ 39,000
10000	5888	TRANSFER IN CONST INSPECTOR	\$ 67,854	\$ -
TOTAL	GENERAL FUND REVENUES		\$ 24,018,492	\$ 23,331,283

EXPENDITURES

11010 COUNCIL

62 CONTRACTUAL SERVICES

11010	6204	TRAVEL	\$ 18,500	\$ 19,775
11010	6209	DUES & SUBSCRIPTIONS	\$ 12,813	\$ 9,611
11010	6226	MISC. CONTRACTUAL SERVICES	\$ 41,375	\$ 26,240
11010	6294	COUNCIL EXPENSES	\$ 3,540	\$ 4,270
11010	6298	COUNCIL CONTINGENCY	\$ 104,448	\$ 104,448

TOTAL	CONTRACTUAL SERVICES		\$ 180,676	\$ 164,344
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63 SUPPLIES

11010	6308	PRINTING	\$ 200	\$ 200
11010	6323	COUNCIL SUPPLIES	\$ 8,870	\$ 9,745

TOTAL	SUPPLIES		\$ 9,070	\$ 9,945
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TOTAL	COUNCIL		\$ 189,746	\$ 174,289
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11110 ADMINISTRATION

61 PERSONNEL SERVICES

11110	6101	SALARIES	\$ 435,324	\$ 443,637
11110	6105	SALARY SAVINGS	\$ (9,230)	\$ (9,446)
11110	6141	FICA EXPENSE	\$ 28,484	\$ 28,763
11110	6142	GROUP HEALTH INSURANCE	\$ 37,545	\$ 36,115
11110	6143	WORKERS' COMPENSATION	\$ 1,379	\$ 1,428
11110	6145	UNEMPLOYMENT COMPENSATION	\$ 828	\$ 828
11110	6146	RETIREMENT	\$ 35,802	\$ 39,482
11110	6148	LONGEVITY PAY	\$ 1,713	\$ 2,054
11110	6152	ACCRUED LEAVE PAY	\$ 24,474	\$ 26,592

TOTAL	PERSONNEL SERVICES		\$ 556,319	\$ 569,453
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62 CONTRACTUAL SERVICES

11110	6204	TRAVEL	\$ 5,115	\$ 7,500
11110	6206	TRAINING	\$ 16,640	\$ 10,000

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
11110	6209	DUES & SUBSCRIPTIONS	\$ 4,422	\$ 4,870
11110	6213	TUITION REIMBURSEMENT	\$ 750	\$ -
11110	6226	MISC. CONTRACTUAL SERVICES	\$ 18,000	\$ 30,050
TOTAL CONTRACTUAL SERVICES			\$ 44,927	\$ 52,420
63 SUPPLIES				
11110	6301	OFFICE SUPPLIES	\$ 650	\$ 875
11110	6303	OPERATING SUPPLIES	\$ 1,045	\$ 1,000
11110	6308	PRINTING	\$ 300	\$ 300
TOTAL SUPPLIES			\$ 1,995	\$ 2,175
TOTAL ADMINISTRATION			\$ 603,241	\$ 624,048
11210 BUILDING INSPECTION				
61 PERSONNEL SERVICES				
11210	6101	SALARIES	\$ 319,184	\$ 293,764
11210	6105	SALARY SAVINGS	\$ (6,422)	\$ (5,916)
11210	6139	OVERTIME	\$ 1,442	\$ 1,442
11210	6141	FICA EXPENSE	\$ 24,562	\$ 22,631
11210	6142	GROUP HEALTH INSURANCE	\$ 56,318	\$ 47,771
11210	6143	WORKERS' COMPENSATION	\$ 1,621	\$ 1,341
11210	6145	UNEMPLOYMENT COMPENSATION	\$ 1,242	\$ 1,035
11210	6146	RETIREMENT	\$ 24,909	\$ 24,732
11210	6148	LONGEVITY PAY	\$ 455	\$ 615
TOTAL PERSONNEL SERVICES			\$ 423,311	\$ 387,415
62 CONTRACTUAL SERVICES				
11210	6204	TRAVEL	\$ 1,500	\$ 1,500
11210	6206	TRAINING	\$ 5,305	\$ 5,425
11210	6209	DUES & SUBSCRIPTIONS	\$ 2,018	\$ 1,730
11210	6240	CELL PHONES	\$ 1,432	\$ 888
11210	6261	VEHICLE MAINTENANCE	\$ 4,950	\$ 3,000
11210	6262	GAS AND OIL	\$ 3,000	\$ 3,000
TOTAL CONTRACTUAL SERVICES			\$ 18,205	\$ 15,543
63 SUPPLIES				
11210	6301	OFFICE SUPPLIES	\$ 828	\$ 678
11210	6303	OPERATING SUPPLIES	\$ 865	\$ 265
11210	6305	UNIFORMS	\$ 780	\$ 1,220
11210	6308	PRINTING	\$ 925	\$ 920
11210	6313	SMALL TOOLS	\$ 450	\$ 250

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
11210	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 736	\$ 750
TOTAL SUPPLIES			\$ 4,584	\$ 4,083
66 CAPITAL OUTLAY				
11210	6635	COMPUTER EQUIPMENT	\$ 1,300	\$ -
11210	6650	MOTOR VEHICLES	\$ 17,000	\$ -
TOTAL CAPITAL OUTLAY			\$ 18,300	\$ -
TOTAL BUILDING INSPECTION			\$ 464,400	\$ 407,041
11310 ECONOMIC DEVELOPMENT				
61 PERSONNEL SERVICES				
11310	6101	SALARIES	\$ 205,197	\$ 129,000
11310	6105	SALARY SAVINGS	\$ (4,116)	\$ (2,580)
11310	6141	FICA EXPENSE	\$ 12,747	\$ 8,698
11310	6142	GROUP HEALTH INSURANCE	\$ 18,773	\$ 9,554
11310	6143	WORKERS' COMPENSATION	\$ 615	\$ 390
11310	6145	UNEMPLOYMENT COMPENSATION	\$ 414	\$ 207
11310	6146	RETIREMENT	\$ 15,963	\$ 10,784
11310	6148	LONGEVITY PAY	\$ 578	\$ -
TOTAL PERSONNEL SERVICES			\$ 250,171	\$ 156,053
62 CONTRACTUAL SERVICES				
11310	6204	TRAVEL	\$ 5,420	\$ 3,100
11310	6206	TRAINING	\$ 2,700	\$ 2,700
11310	6209	DUES & SUBSCRIPTIONS	\$ 5,545	\$ 3,645
11310	6226	MISC. CONTRACTUAL SERVICES	\$ 31,780	\$ 15,780
11310	6236	ADVERTISING	\$ 4,650	\$ 15,650
TOTAL CONTRACTUAL SERVICES			\$ 50,095	\$ 40,875
63 SUPPLIES				
11310	6301	OFFICE SUPPLIES	\$ 650	\$ 650
11310	6303	OPERATING SUPPLIES	\$ 550	\$ 550
11310	6308	PRINTING	\$ 1,700	\$ 1,700
TOTAL SUPPLIES			\$ 2,900	\$ 2,900
TOTAL ECONOMIC DEVELOPMENT			\$ 303,166	\$ 199,828
11410 CITY SECRETARY				
61 PERSONNEL SERVICES				
11410	6101	SALARIES	\$ 140,873	\$ 145,865

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
11410	6105	SALARY SAVINGS	\$ (2,926)	\$ (3,030)
11410	6141	FICA EXPENSE	\$ 11,194	\$ 11,591
11410	6142	GROUP HEALTH INSURANCE	\$ 18,773	\$ 19,108
11410	6143	WORKERS' COMPENSATION	\$ 437	\$ 458
11410	6145	UNEMPLOYMENT COMPENSATION	\$ 414	\$ 414
11410	6146	RETIREMENT	\$ 11,351	\$ 12,667
11410	6148	LONGEVITY PAY	\$ 2,640	\$ 2,820
11410	6152	ACCRUED LEAVE PAY	\$ 2,806	\$ 2,830
TOTAL PERSONNEL SERVICES			\$ 185,562	\$ 192,723
62 CONTRACTUAL SERVICES				
11410	6204	TRAVEL	\$ 540	\$ 1,040
11410	6206	TRAINING	\$ 2,600	\$ 2,600
11410	6209	DUES & SUBSCRIPTIONS	\$ 285	\$ 285
11410	6215	ELECTION EXPENSES	\$ 7,060	\$ 7,060
11410	6226	MISC. CONTRACTUAL SERVICES	\$ 6,700	\$ 6,700
11410	6231	LEGAL ADVERTISING	\$ 2,500	\$ 2,500
11410	6237	CODIFICATION	\$ 3,457	\$ 3,500
11410	6245	EQUIPMENT RENTAL	\$ 3,000	\$ 3,000
11410	6293	COMMITTEE EXPENSE	\$ 325	\$ 1,421
11410	6295	SPECIAL PROJ/CONTRIBUTION	\$ 600	\$ 800
TOTAL CONTRACTUAL SERVICES			\$ 27,067	\$ 28,906
63 SUPPLIES				
11410	6301	OFFICE SUPPLIES	\$ 300	\$ 300
11410	6302	POSTAGE	\$ 500	\$ 700
11410	6303	OPERATING SUPPLIES	\$ 1,805	\$ 1,805
11410	6308	PRINTING	\$ 47	\$ 47
TOTAL SUPPLIES			\$ 2,652	\$ 2,852
TOTAL CITY SECRETARY			\$ 215,281	\$ 224,481
11510 FINANCE				
61 PERSONNEL SERVICES				
11510	6101	SALARIES	\$ 207,047	\$ 291,762
11510	6105	SALARY SAVINGS	\$ (4,202)	\$ (5,949)
11510	6139	OVERTIME	\$ 487	\$ 487
11510	6141	FICA EXPENSE	\$ 16,072	\$ 22,754
11510	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 38,216
11510	6143	WORKERS' COMPENSATION	\$ 627	\$ 899
11510	6145	UNEMPLOYMENT COMPENSATION	\$ 621	\$ 828
11510	6146	RETIREMENT	\$ 16,298	\$ 24,866

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
11510	6148	LONGEVITY PAY	\$ 2,555	\$ 2,535
11510	6152	ACCRUED LEAVE PAY	\$ -	\$ 2,653
TOTAL PERSONNEL SERVICES			\$ 267,664	\$ 379,051
62 CONTRACTUAL SERVICES				
11510	6204	TRAVEL	\$ 4,400	\$ 4,400
11510	6206	TRAINING	\$ 2,500	\$ 4,000
11510	6209	DUES & SUBSCRIPTIONS	\$ 1,380	\$ 1,283
11510	6221	AUDIT	\$ 14,213	\$ 14,438
11510	6222	TAX COLLECTION/ASSESSING	\$ 116,733	\$ 116,733
11510	6231	LEGAL ADVERTISING	\$ 179	\$ 179
11510	6233	BANK SERVICE CHARGES	\$ 3,000	\$ 3,000
TOTAL CONTRACTUAL SERVICES			\$ 142,405	\$ 144,033
63 SUPPLIES				
11510	6301	OFFICE SUPPLIES	\$ 1,469	\$ 1,469
11510	6303	OPERATING SUPPLIES	\$ 2,303	\$ 2,303
11510	6308	PRINTING	\$ 1,500	\$ 1,500
11510	6360	MINOR OPERATING OUTLAY	\$ -	\$ 1,450
TOTAL SUPPLIES			\$ 5,272	\$ 6,722
TOTAL FINANCE			\$ 415,341	\$ 529,806
11610 LEGAL				
62 CONTRACTUAL SERVICES				
11610	6216	LEGAL COUNCIL & SERVICES	\$ 200,000	\$ 200,000
TOTAL CONTRACTUAL SERVICES			\$ 200,000	\$ 200,000
TOTAL LEGAL			\$ 200,000	\$ 200,000
11710 LIBRARY				
61 PERSONNEL SERVICES				
11710	6101	SALARIES	\$ 524,420	\$ 537,447
11710	6102	TEMPORARY HELP	\$ 1,500	\$ 1,500
11710	6105	SALARY SAVINGS	\$ (10,757)	\$ (10,964)
11710	6141	FICA EXPENSE	\$ 40,298	\$ 40,709
11710	6142	GROUP HEALTH INSURANCE	\$ 46,932	\$ 47,771
11710	6143	WORKERS' COMPENSATION	\$ 1,653	\$ 1,832
11710	6145	UNEMPLOYMENT COMPENSATION	\$ 3,519	\$ 3,519
11710	6146	RETIREMENT	\$ 41,606	\$ 45,704
11710	6148	LONGEVITY PAY	\$ 4,143	\$ 3,645
11710	6152	ACCRUED LEAVE PAY	\$ 7,781	\$ 5,602

GENERAL FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
TOTAL	PERSONNEL SERVICES		\$ 661,095	\$ 676,765
62 CONTRACTUAL SERVICES				
11710	6204	TRAVEL	\$ 4,300	\$ 2,600
11710	6206	TRAINING	\$ 2,200	\$ 3,900
11710	6207	PRE-EMPLOYMENT	\$ 245	\$ 245
11710	6209	DUES & SUBSCRIPTIONS	\$ 1,320	\$ 1,442
11710	6226	MISC. CONTRACTUAL SERVICES	\$ 24,855	\$ 29,512
11710	6246	OFFICE EQUIP & MAINTENANCE	\$ 555	\$ 568
11710	6265	LIBRARY PROGRAMS	\$ 3,000	\$ -
TOTAL	CONTRACTUAL SERVICES		\$ 36,475	\$ 38,267
63 SUPPLIES				
11710	6301	OFFICE SUPPLIES	\$ 2,500	\$ 2,500
11710	6302	POSTAGE	\$ 120	\$ 120
11710	6303	OPERATING SUPPLIES	\$ 6,573	\$ 6,551
11710	6308	PRINTING	\$ 500	\$ 500
11710	6332	BOOKS-FICTION-ADULT	\$ 4,500	\$ -
11710	6334	BOOKS-NONFICTION-ADULT	\$ 7,500	\$ -
11710	6337	BOOKS-FICTION-YOUTH	\$ 10,000	\$ -
11710	6339	BOOKS-NONFICTION-YOUTH	\$ 5,000	\$ -
11710	6353	BOOKS-FICTION-YOUNG ADULT	\$ 3,000	\$ -
TOTAL	SUPPLIES		\$ 39,693	\$ 9,671
TOTAL	LIBRARY		\$ 737,263	\$ 724,703
11810 ENGINEERING				
61 PERSONNEL SERVICES				
11810	6101	SALARIES	\$ 261,263	\$ 238,042
11810	6105	SALARY SAVINGS	\$ (6,580)	\$ (4,992)
11810	6139	OVERTIME	\$ 7,134	\$ 7,134
11810	6141	FICA EXPENSE	\$ 18,579	\$ 19,395
11810	6142	GROUP HEALTH INSURANCE	\$ 27,690	\$ 26,274
11810	6143	WORKERS' COMPENSATION	\$ 1,272	\$ 1,057
11810	6145	UNEMPLOYMENT COMPENSATION	\$ 611	\$ 569
11810	6146	RETIREMENT	\$ 25,524	\$ 20,864
11810	6147	INCENTIVE PAY	\$ 240	\$ 240
11810	6148	LONGEVITY PAY	\$ 548	\$ 825
11810	6152	ACCRUED LEAVE PAY	\$ 59,819	\$ 3,358
TOTAL	PERSONNEL SERVICES		\$ 396,100	\$ 312,766

GENERAL FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
62 CONTRACTUAL SERVICES				
11810	6203	INSURANCE SHARE	\$ -	\$ -
11810	6204	TRAVEL	\$ 3,570	\$ 10,170
11810	6206	TRAINING	\$ 9,140	\$ 5,840
11810	6209	DUES & SUBSCRIPTIONS	\$ 4,196	\$ 3,940
11810	6223	ENGINEERING SERVICES	\$ 19,591	\$ 22,219
11810	6225	COMPUTER SERVICES	\$ 3,200	\$ 3,200
11810	6226	MISC. CONTRACTUAL SERVICES	\$ 125,935	\$ 86,635
11810	6231	LEGAL ADVERTISING	\$ -	\$ 423
11810	6235	FILING FEE	\$ 500	\$ 500
11810	6261	VEHICLE MAINTENANCE	\$ 2,000	\$ 2,250
11810	6262	GAS AND OIL	\$ 5,500	\$ 6,300
TOTAL CONTRACTUAL SERVICES			<u>\$ 173,632</u>	<u>\$ 141,477</u>
63 SUPPLIES				
11810	6301	OFFICE SUPPLIES	\$ 1,250	\$ 1,250
11810	6303	OPERATING SUPPLIES	\$ 750	\$ 750
11810	6305	UNIFORMS	\$ 750	\$ 750
11810	6308	PRINTING	\$ 380	\$ 380
11810	6313	SMALL TOOLS	\$ 1,150	\$ 1,150
11810	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 450	\$ 450
TOTAL SUPPLIES			<u>\$ 4,730</u>	<u>\$ 4,730</u>
TOTAL ENGINEERING			<u>\$ 574,462</u>	<u>\$ 458,973</u>
11910 COMM DEVELOPMENT				
61 PERSONNEL SERVICES				
11910	6101	SALARIES	\$ 202,857	\$ 276,803
11910	6105	SALARY SAVINGS	\$ (4,066)	\$ (5,536)
11910	6141	FICA EXPENSE	\$ 15,555	\$ 21,175
11910	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 38,216
11910	6143	WORKERS' COMPENSATION	\$ 608	\$ 1,059
11910	6145	UNEMPLOYMENT COMPENSATION	\$ 621	\$ 828
11910	6146	RETIREMENT	\$ 15,773	\$ 23,140
11910	6148	LONGEVITY PAY	\$ 465	\$ -
TOTAL PERSONNEL SERVICES			<u>\$ 259,972</u>	<u>\$ 355,685</u>
62 CONTRACTUAL SERVICES				
11910	6206	TRAINING	\$ 9,000	\$ 6,000
11910	6209	DUES & SUBSCRIPTIONS	\$ 2,295	\$ 1,300
11910	6226	MISC. CONTRACTUAL SERVICES	\$ 55,000	\$ 50,000
11910	6231	LEGAL ADVERTISING	\$ 1,200	\$ 1,200

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
11910	6235	FILING FEE	\$ 690	\$ 690
11910	6246	OFFICE EQUIP & MAINTENANCE	\$ 800	\$ 800
11910	6282	COMMISSION EXPENSES	\$ 2,200	\$ 1,100
TOTAL CONTRACTUAL SERVICES			\$ 71,185	\$ 61,090
63 SUPPLIES				
11910	6301	OFFICE SUPPLIES	\$ 525	\$ 225
11910	6303	OPERATING SUPPLIES	\$ 883	\$ 414
11910	6305	UNIFORMS	\$ 300	\$ 300
11910	6308	PRINTING	\$ 375	\$ 1,875
TOTAL SUPPLIES			\$ 2,083	\$ 2,814
TOTAL COMM DEVELOPMENT			\$ 333,240	\$ 419,589
12210 FIRE ADMINISTRATION				
61 PERSONNEL SERVICES				
12210	6101	SALARIES	\$ 169,777	\$ 174,664
12210	6105	SALARY SAVINGS	\$ (3,504)	\$ (3,592)
12210	6139	OVERTIME	\$ 564	\$ 564
12210	6141	FICA EXPENSE	\$ 12,082	\$ 12,131
12210	6142	GROUP HEALTH INSURANCE	\$ 18,773	\$ 19,108
12210	6143	WORKERS' COMPENSATION	\$ 2,940	\$ 3,059
12210	6145	UNEMPLOYMENT COMPENSATION	\$ 414	\$ 414
12210	6146	RETIREMENT	\$ 13,592	\$ 15,012
12210	6147	INCENTIVE PAY	\$ 1,500	\$ 1,500
12210	6148	LONGEVITY PAY	\$ 1,498	\$ 1,648
12210	6152	ACCRUED LEAVE PAY	\$ 1,867	\$ 1,202
TOTAL PERSONNEL SERVICES			\$ 219,503	\$ 225,710
62 CONTRACTUAL SERVICES				
12210	6204	TRAVEL	\$ 3,400	\$ 3,000
12210	6206	TRAINING	\$ 535	\$ 260
12210	6209	DUES & SUBSCRIPTIONS	\$ 3,675	\$ 3,675
12210	6226	MISC. CONTRACTUAL SERVICES	\$ 5,200	\$ 5,000
12210	6229	COMMUNITY RELATIONS	\$ 1,500	\$ -
12210	6287	PROPERTY MAINTENANCE	\$ 1,800	\$ 300
12210	6297	VACCINATIONS	\$ 520	\$ 445
TOTAL CONTRACTUAL SERVICES			\$ 16,630	\$ 12,680
63 SUPPLIES				
12210	6301	OFFICE SUPPLIES	\$ 703	\$ 700

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
12210	6302	POSTAGE	\$ 414	\$ 414
12210	6303	OPERATING SUPPLIES	\$ 2,560	\$ 2,380
12210	6305	UNIFORMS	\$ 975	\$ 975
12210	6308	PRINTING	\$ 592	\$ 350
12210	6310	EMERGENCY MANAGEMENT SUPPLIES	\$ 5,608	\$ 5,208
12210	6314	BUILDING SUPPLIES	\$ 7,540	\$ 7,540
TOTAL SUPPLIES			\$ 18,392	\$ 17,567
66 CAPITAL OUTLAY				
12210	6620	BUILDINGS	\$ 66,000	\$ -
TOTAL CAPITAL OUTLAY			\$ 66,000	\$ -
TOTAL FIRE ADMINISTRATION			\$ 320,525	\$ 255,957
12220 FIRE EMS OPERATIONS				
61 PERSONNEL SERVICES				
12220	6101	SALARIES	\$ 318,141	\$ 327,212
12220	6105	SALARY SAVINGS	\$ (7,248)	\$ (7,431)
12220	6139	OVERTIME	\$ 21,150	\$ 21,150
12220	6141	FICA EXPENSE	\$ 27,725	\$ 28,426
12220	6142	GROUP HEALTH INSURANCE	\$ 56,318	\$ 57,325
12220	6143	WORKERS' COMPENSATION	\$ 7,622	\$ 7,912
12220	6145	UNEMPLOYMENT COMPENSATION	\$ 1,242	\$ 1,242
12220	6146	RETIREMENT	\$ 28,115	\$ 31,063
12220	6147	INCENTIVE PAY	\$ 3,000	\$ 3,000
12220	6148	LONGEVITY PAY	\$ 2,550	\$ 2,630
12220	6149	HOLIDAY PAY	\$ 17,580	\$ 17,580
TOTAL PERSONNEL SERVICES			\$ 476,195	\$ 490,109
62 CONTRACTUAL SERVICES				
12220	6206	TRAINING	\$ 3,805	\$ 1,960
12220	6209	DUES & SUBSCRIPTIONS	\$ 1,193	\$ 2,263
12220	6226	MISC. CONTRACTUAL SERVICES	\$ 26,352	\$ 39,165
12220	6240	CELL PHONES	\$ 504	\$ 504
12220	6261	VEHICLE MAINTENANCE	\$ 6,500	\$ 7,000
12220	6262	GAS AND OIL	\$ 8,500	\$ 8,000
12220	6284	EQUIPMENT MAINTENANCE	\$ 5,000	\$ 3,500
12220	6297	VACCINATIONS	\$ 1,605	\$ 1,605
TOTAL CONTRACTUAL SERVICES			\$ 53,459	\$ 63,997

63 SUPPLIES

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
12220	6303	OPERATING SUPPLIES	\$ 760	\$ 760
12220	6305	UNIFORMS	\$ 2,700	\$ 2,700
12220	6311	EMERGENCY MEDICAL SUPPLIES	\$ 34,921	\$ 34,921
12220	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 400	\$ 400
12220	6360	MINOR OPERATING OUTLAY	\$ 12,680	\$ 9,000
TOTAL SUPPLIES			\$ 51,461	\$ 47,781
TOTAL FIRE EMS OPERATIONS			\$ 581,115	\$ 601,887

12230 FIRE OPERATIONS**61 PERSONNEL SERVICES**

12230	6101	SALARIES	\$ 2,104,714	\$ 2,180,546
12230	6105	SALARY SAVINGS	\$ (48,205)	\$ (50,156)
12230	6139	OVERTIME	\$ 136,473	\$ 141,473
12230	6141	FICA EXPENSE	\$ 182,642	\$ 189,719
12230	6142	GROUP HEALTH INSURANCE	\$ 309,750	\$ 315,286
12230	6143	WORKERS' COMPENSATION	\$ 50,718	\$ 53,409
12230	6145	UNEMPLOYMENT COMPENSATION	\$ 6,831	\$ 6,831
12230	6146	RETIREMENT	\$ 186,972	\$ 209,650
12230	6147	INCENTIVE PAY	\$ 12,300	\$ 11,700
12230	6148	LONGEVITY PAY	\$ 27,873	\$ 30,453
12230	6149	HOLIDAY PAY	\$ 96,970	\$ 96,970
12230	6152	ACCRUED LEAVE PAY	\$ 31,917	\$ 46,632

TOTAL	PERSONNEL SERVICES	\$ 3,098,955	\$ 3,232,513
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62 CONTRACTUAL SERVICES

12230	6206	TRAINING	\$ 24,475	\$ 19,320
12230	6209	DUES & SUBSCRIPTIONS	\$ 23,874	\$ 23,874
12230	6213	TUITION REIMBURSEMENT	\$ 5,000	\$ -
12230	6226	MISC. CONTRACTUAL SERVICES	\$ 15,751	\$ 12,751
12230	6232	FIRE EQUIPMENT TESTING	\$ 7,240	\$ 7,510
12230	6261	VEHICLE MAINTENANCE	\$ 69,000	\$ 79,720
12230	6262	GAS AND OIL	\$ 33,826	\$ 30,000
12230	6284	EQUIPMENT MAINTENANCE	\$ 27,668	\$ 20,000
12230	6285	BUILDING MAINT & SUPPLIES	\$ 1,902	\$ -
12230	6297	VACCINATIONS	\$ 10,165	\$ 10,165

TOTAL	CONTRACTUAL SERVICES	\$ 218,901	\$ 203,340
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63 SUPPLIES

12230	6303	OPERATING SUPPLIES	\$ 7,780	\$ 8,330
12230	6304	CHEMICALS	\$ 2,700	\$ 2,700
12230	6305	UNIFORMS	\$ 14,850	\$ 14,850

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
12230	6313	SMALL TOOLS	\$ 3,050	\$ 1,350
12230	6326	SAFETY EQUIPMENT/SUPPLIES	\$ -	\$ 450
12230	6331	GEAR (PROTECTIVE)	\$ 42,459	\$ 44,466
12230	6360	MINOR OPERATING OUTLAY	\$ 11,120	\$ 12,821
TOTAL SUPPLIES			\$ 81,959	\$ 84,967
66 CAPITAL OUTLAY				
12230	6645	OPERATING EQUIPMENT	\$ 5,211	\$ -
TOTAL CAPITAL OUTLAY			\$ 5,211	\$ -
68 TRANSFER TO OTHER FUNDS				
12230	6809	TRANSFER TO CABLE/CAP EQUIP	\$ -	\$ 26,706
TOTAL TRANSFER TO OTHER FUNDS			\$ -	\$ 26,706
TOTAL FIRE OPERATIONS			\$ 3,405,026	\$ 3,547,526
12240 FIRE PREV/INVESTIGATIONS				
61 PERSONNEL SERVICES				
12240	6101	SALARIES	\$ 86,430	\$ 90,381
12240	6105	SALARY SAVINGS	\$ (1,912)	\$ (1,983)
12240	6139	OVERTIME	\$ 1,500	\$ 1,500
12240	6141	FICA EXPENSE	\$ 7,313	\$ 7,583
12240	6142	GROUP HEALTH INSURANCE	\$ 9,386	\$ 9,554
12240	6143	WORKERS' COMPENSATION	\$ 2,040	\$ 2,141
12240	6145	UNEMPLOYMENT COMPENSATION	\$ 207	\$ 207
12240	6146	RETIREMENT	\$ 7,416	\$ 8,287
12240	6147	INCENTIVE PAY	\$ 1,800	\$ 1,200
12240	6148	LONGEVITY PAY	\$ 2,000	\$ 2,000
12240	6152	ACCRUED LEAVE PAY	\$ 3,866	\$ 4,049
TOTAL PERSONNEL SERVICES			\$ 120,046	\$ 124,919
62 CONTRACTUAL SERVICES				
12240	6206	TRAINING	\$ 3,835	\$ 3,560
12240	6209	DUES & SUBSCRIPTIONS	\$ 1,379	\$ 1,415
12240	6261	VEHICLE MAINTENANCE	\$ 3,000	\$ 3,000
12240	6262	GAS AND OIL	\$ 1,650	\$ 1,650
TOTAL CONTRACTUAL SERVICES			\$ 9,864	\$ 9,625
63 SUPPLIES				
12240	6303	OPERATING SUPPLIES	\$ 2,138	\$ 2,138

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
12240	6305	UNIFORMS	\$ 450	\$ 975
12240	6306	FIRE PREVENTION	\$ 1,000	\$ 3,800
TOTAL SUPPLIES			\$ 3,588	\$ 6,913
TOTAL FIRE PREV/INVESTIGATIONS			\$ 133,498	\$ 141,457
12310 POLICE ADMINISTRATION				
61 PERSONNEL SERVICES				
12310	6101	SALARIES	\$ 587,142	\$ 589,562
12310	6102	TEMPORARY HELP	\$ -	\$ 52,103
12310	6105	SALARY SAVINGS	\$ (12,056)	\$ (13,656)
12310	6139	OVERTIME	\$ 980	\$ 980
12310	6141	FICA EXPENSE	\$ 43,732	\$ 45,331
12310	6142	GROUP HEALTH INSURANCE	\$ 75,091	\$ 76,433
12310	6143	WORKERS' COMPENSATION	\$ 12,355	\$ 13,694
12310	6145	UNEMPLOYMENT COMPENSATION	\$ 1,863	\$ 1,656
12310	6146	RETIREMENT	\$ 46,764	\$ 52,726
12310	6147	INCENTIVE PAY	\$ 6,000	\$ 5,700
12310	6148	LONGEVITY PAY	\$ 5,246	\$ 5,180
12310	6152	ACCRUED LEAVE PAY	\$ 3,453	\$ 29,274
TOTAL PERSONNEL SERVICES			\$ 770,570	\$ 858,983
62 CONTRACTUAL SERVICES				
12310	6204	TRAVEL	\$ 5,650	\$ 5,650
12310	6206	TRAINING	\$ 2,750	\$ 2,750
12310	6207	PRE-EMPLOYMENT	\$ 3,222	\$ 3,222
12310	6209	DUES & SUBSCRIPTIONS	\$ 3,124	\$ 2,999
12310	6261	VEHICLE MAINTENANCE	\$ 2,200	\$ 2,200
12310	6262	GAS AND OIL	\$ 5,456	\$ 5,456
12310	6299	MISCELLANEOUS	\$ 50	\$ -
TOTAL CONTRACTUAL SERVICES			\$ 22,452	\$ 22,277
63 SUPPLIES				
12310	6301	OFFICE SUPPLIES	\$ 4,795	\$ 4,795
12310	6303	OPERATING SUPPLIES	\$ 620	\$ 670
12310	6308	PRINTING	\$ 715	\$ 715
12310	6321	FIRE ARMS SUPPLIES	\$ 12,554	\$ 12,554
TOTAL SUPPLIES			\$ 18,684	\$ 18,734
TOTAL POLICE ADMINISTRATION			\$ 811,706	\$ 899,994

12320 POLICE ANIMAL CONTROL

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
62 CONTRACTUAL SERVICES				
12320	6226	MISC. CONTRACTUAL SERVICES	\$ 101,830	\$ 97,259
TOTAL	CONTRACTUAL SERVICES		\$ 101,830	\$ 97,259
TOTAL	POLICE ANIMAL CONTROL		\$ 101,830	\$ 97,259
12330 POLICE CODE ENFORCEMENT				
61 PERSONNEL SERVICES				
12330	6101	SALARIES	\$ 41,099	\$ 42,453
12330	6105	SALARY SAVINGS	\$ (874)	\$ (903)
12330	6139	OVERTIME	\$ 1,765	\$ 1,765
12330	6141	FICA EXPENSE	\$ 3,342	\$ 3,453
12330	6142	GROUP HEALTH INSURANCE	\$ 9,386	\$ 9,554
12330	6143	WORKERS' COMPENSATION	\$ 292	\$ 305
12330	6145	UNEMPLOYMENT COMPENSATION	\$ 207	\$ 207
12330	6146	RETIREMENT	\$ 3,389	\$ 3,773
12330	6148	LONGEVITY PAY	\$ 825	\$ 915
TOTAL	PERSONNEL SERVICES		\$ 59,431	\$ 61,522
62 CONTRACTUAL SERVICES				
12330	6206	TRAINING	\$ 629	\$ 629
12330	6209	DUES & SUBSCRIPTIONS	\$ 261	\$ 261
12330	6231	LEGAL ADVERTISING	\$ 150	\$ 150
12330	6235	FILING FEE	\$ 912	\$ 912
12330	6261	VEHICLE MAINTENANCE	\$ 250	\$ 250
12330	6262	GAS AND OIL	\$ 2,000	\$ 2,000
12330	6286	MOWING EXPENSE	\$ 6,450	\$ 6,450
TOTAL	CONTRACTUAL SERVICES		\$ 10,652	\$ 10,652
63 SUPPLIES				
12330	6305	UNIFORMS	\$ 310	\$ 310
12330	6308	PRINTING	\$ 130	\$ 130
12330	6313	SMALL TOOLS	\$ 61	\$ 61
12330	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 150	\$ 150
TOTAL	SUPPLIES		\$ 651	\$ 651
TOTAL	POLICE CODE ENFORCEMENT		\$ 70,734	\$ 72,825
12340 POLICE COMMUNICATIONS				
62 CONTRACTUAL SERVICES				
12340	6226	MISC. CONTRACTUAL SERVICES	\$ 662,665	\$ 699,654

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
TOTAL	CONTRACTUAL SERVICES		\$ 662,665	\$ 699,654
TOTAL	POLICE COMMUNICATIONS		\$ 662,665	\$ 699,654
12350 POLICE COMMUNITY SVCS				
62 CONTRACTUAL SERVICES				
12350	6209	DUES & SUBSCRIPTIONS	\$ 182	\$ -
12350	6229	COMMUNITY RELATIONS	\$ 4,000	\$ 4,000
12350	6243	SCHOOL CROSSING GUARD	\$ 54,060	\$ -
TOTAL	CONTRACTUAL SERVICES		\$ 58,242	\$ 4,000
63 SUPPLIES				
12350	6308	PRINTING	\$ 100	\$ 100
TOTAL	SUPPLIES		\$ 100	\$ 100
TOTAL	POLICE COMMUNITY SVCS		\$ 58,342	\$ 4,100
12360 POLICE CID				
61 PERSONNEL SERVICES				
12360	6101	SALARIES	\$ 299,681	\$ 309,456
12360	6105	SALARY SAVINGS	\$ (6,483)	\$ (6,710)
12360	6139	OVERTIME	\$ 9,447	\$ 9,447
12360	6141	FICA EXPENSE	\$ 24,798	\$ 25,667
12360	6142	GROUP HEALTH INSURANCE	\$ 46,932	\$ 47,771
12360	6143	WORKERS' COMPENSATION	\$ 7,915	\$ 8,288
12360	6145	UNEMPLOYMENT COMPENSATION	\$ 1,035	\$ 1,035
12360	6146	RETIREMENT	\$ 25,147	\$ 28,049
12360	6147	INCENTIVE PAY	\$ 3,300	\$ 4,200
12360	6148	LONGEVITY PAY	\$ 5,383	\$ 5,618
12360	6152	ACCRUED LEAVE PAY	\$ 6,359	\$ 6,787
TOTAL	PERSONNEL SERVICES		\$ 423,514	\$ 439,608
62 CONTRACTUAL SERVICES				
12360	6206	TRAINING	\$ 1,900	\$ 2,400
12360	6209	DUES & SUBSCRIPTIONS	\$ 1,580	\$ 80
12360	6210	TECHNICAL & SCIENTIFIC	\$ 2,500	\$ 2,500
12360	6226	MISC. CONTRACTUAL SERVICES	\$ 2,732	\$ 2,732
12360	6261	VEHICLE MAINTENANCE	\$ 2,995	\$ 2,995
12360	6262	GAS AND OIL	\$ 9,394	\$ 9,394
12360	6299	MISCELLANEOUS	\$ 170	\$ 170
TOTAL	CONTRACTUAL SERVICES		\$ 21,271	\$ 20,271

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
63 SUPPLIES				
12360	6308	PRINTING	\$ 365	\$ 365
12360	6322	CID SUPPLIES	\$ 1,710	\$ 1,710
TOTAL	SUPPLIES		\$ 2,075	\$ 2,075
TOTAL	POLICE CID		\$ 446,860	\$ 461,954
12370 POLICE PATROL				
61 PERSONNEL SERVICES				
12370	6101	SALARIES	\$ 1,351,103	\$ 1,361,664
12370	6105	SALARY SAVINGS	\$ (28,631)	\$ (28,960)
12370	6139	OVERTIME	\$ 42,492	\$ 42,492
12370	6141	FICA EXPENSE	\$ 109,516	\$ 110,770
12370	6142	GROUP HEALTH INSURANCE	\$ 215,886	\$ 210,190
12370	6143	WORKERS' COMPENSATION	\$ 41,813	\$ 42,881
12370	6145	UNEMPLOYMENT COMPENSATION	\$ 4,761	\$ 4,554
12370	6146	RETIREMENT	\$ 111,054	\$ 121,051
12370	6147	INCENTIVE PAY	\$ 16,500	\$ 19,500
12370	6148	LONGEVITY PAY	\$ 11,680	\$ 12,765
12370	6152	ACCRUED LEAVE PAY	\$ 9,781	\$ 11,559
TOTAL	PERSONNEL SERVICES		\$ 1,885,955	\$ 1,908,466
62 CONTRACTUAL SERVICES				
12370	6206	TRAINING	\$ 15,215	\$ 15,215
12370	6209	DUES & SUBSCRIPTIONS	\$ 180	\$ 180
12370	6213	TUITION REIMBURSEMENT	\$ 7,500	\$ 5,000
12370	6240	CELL PHONES	\$ 1,700	\$ -
12370	6261	VEHICLE MAINTENANCE	\$ 22,288	\$ 37,288
12370	6262	GAS AND OIL	\$ 85,236	\$ 70,236
12370	6284	EQUIPMENT MAINTENANCE	\$ 1,500	\$ 1,500
12370	6297	VACCINATIONS	\$ 450	\$ 450
TOTAL	CONTRACTUAL SERVICES		\$ 134,069	\$ 129,869
63 SUPPLIES				
12370	6303	OPERATING SUPPLIES	\$ 1,200	\$ 1,200
12370	6305	UNIFORMS	\$ 34,085	\$ 34,085
12370	6308	PRINTING	\$ 130	\$ 130
12370	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 700	\$ 700
TOTAL	SUPPLIES		\$ 36,115	\$ 36,115
TOTAL	POLICE PATROL		\$ 2,056,139	\$ 2,074,450

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
12380 POLICE SRO				
61 PERSONNEL SERVICES				
12380	6101	SALARIES	\$ 193,212	\$ 198,858
12380	6105	SALARY SAVINGS	\$ (4,224)	\$ (4,350)
12380	6139	OVERTIME	\$ 2,748	\$ 2,748
12380	6141	FICA EXPENSE	\$ 16,156	\$ 16,638
12380	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 28,662
12380	6143	WORKERS' COMPENSATION	\$ 5,795	\$ 6,040
12380	6145	UNEMPLOYMENT COMPENSATION	\$ 621	\$ 621
12380	6146	RETIREMENT	\$ 16,383	\$ 18,183
12380	6147	INCENTIVE PAY	\$ 4,800	\$ 5,100
12380	6148	LONGEVITY PAY	\$ 4,340	\$ 4,520
12380	6152	ACCRUED LEAVE PAY	\$ 6,105	\$ 6,276
TOTAL PERSONNEL SERVICES			<u>\$ 274,095</u>	<u>\$ 283,296</u>
62 CONTRACTUAL SERVICES				
12380	6206	TRAINING	\$ 3,000	\$ 3,000
12380	6209	DUES & SUBSCRIPTIONS	\$ 300	\$ 300
TOTAL CONTRACTUAL SERVICES			<u>\$ 3,300</u>	<u>\$ 3,300</u>
TOTAL POLICE SRO			<u>\$ 277,395</u>	<u>\$ 286,596</u>
12390 POLICE WARRANT OFFICER				
61 PERSONNEL SERVICES				
12390	6101	SALARIES	\$ 66,762	\$ 66,762
12390	6105	SALARY SAVINGS	\$ (1,667)	\$ (1,633)
12390	6139	OVERTIME	\$ 1,780	\$ 1,780
12390	6141	FICA EXPENSE	\$ 6,377	\$ 6,247
12390	6142	GROUP HEALTH INSURANCE	\$ 9,386	\$ 9,554
12390	6143	WORKERS' COMPENSATION	\$ 2,281	\$ 2,261
12390	6145	UNEMPLOYMENT COMPENSATION	\$ 207	\$ 207
12390	6146	RETIREMENT	\$ 6,466	\$ 6,826
12390	6147	INCENTIVE PAY	\$ 900	\$ 1,200
12390	6148	LONGEVITY PAY	\$ 2,000	\$ -
12390	6152	ACCRUED LEAVE PAY	\$ 11,913	\$ 11,913
TOTAL PERSONNEL SERVICES			<u>\$ 106,405</u>	<u>\$ 105,117</u>
62 CONTRACTUAL SERVICES				
12390	6240	CELL PHONES	\$ 912	\$ 912
TOTAL CONTRACTUAL SERVICES			<u>\$ 912</u>	<u>\$ 912</u>
TOTAL POLICE WARRANT OFFICER			<u>\$ 107,317</u>	<u>\$ 106,029</u>

GENERAL FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
13210 PARKS MAINTENANCE				
61 PERSONNEL SERVICES				
13210	6101	SALARIES	\$ 237,334	\$ 247,714
13210	6102	TEMPORARY HELP	\$ 8,000	\$ -
13210	6105	SALARY SAVINGS	\$ (5,507)	\$ (5,566)
13210	6139	OVERTIME	\$ 6,986	\$ 6,986
13210	6141	FICA EXPENSE	\$ 20,452	\$ 21,289
13210	6142	GROUP HEALTH INSURANCE	\$ 51,625	\$ 52,548
13210	6143	WORKERS' COMPENSATION	\$ 5,668	\$ 5,915
13210	6145	UNEMPLOYMENT COMPENSATION	\$ 1,345	\$ 1,346
13210	6146	RETIREMENT	\$ 20,740	\$ 23,266
13210	6148	LONGEVITY PAY	\$ 2,678	\$ 2,923
13210	6152	ACCRUED LEAVE PAY	\$ 20,352	\$ 20,666
TOTAL PERSONNEL SERVICES			<u>\$ 369,673</u>	<u>\$ 377,087</u>
62 CONTRACTUAL SERVICES				
13210	6204	TRAVEL	\$ 2,450	\$ 2,450
13210	6206	TRAINING	\$ 1,800	\$ 1,700
13210	6209	DUES & SUBSCRIPTIONS	\$ 1,633	\$ 1,548
13210	6213	TUITION REIMBURSEMENT	\$ 2,500	\$ -
13210	6226	MISC. CONTRACTUAL SERVICES	\$ 429,407	\$ 407,397
13210	6240	CELL PHONES	\$ 624	\$ 624
13210	6245	EQUIPMENT RENTAL	\$ 500	\$ 500
13210	6261	VEHICLE MAINTENANCE	\$ 3,877	\$ 3,877
13210	6262	GAS AND OIL	\$ 12,400	\$ 12,400
13210	6284	EQUIPMENT MAINTENANCE	\$ 2,500	\$ 2,500
13210	6285	BUILDING MAINT & SUPPLIES	\$ 17,151	\$ 17,151
13210	6287	PROPERTY MAINTENANCE	\$ 54,204	\$ 36,704
TOTAL CONTRACTUAL SERVICES			<u>\$ 529,046</u>	<u>\$ 486,851</u>
63 SUPPLIES				
13210	6301	OFFICE SUPPLIES	\$ 1,000	\$ 1,000
13210	6303	OPERATING SUPPLIES	\$ 11,270	\$ 17,300
13210	6304	CHEMICALS	\$ 4,150	\$ 10,650
13210	6305	UNIFORMS	\$ 2,580	\$ 2,130
13210	6309	LANDSCAPE	\$ 6,700	\$ 7,200
13210	6313	SMALL TOOLS	\$ 2,175	\$ 2,175
13210	6314	BUILDING SUPPLIES	\$ 6,500	\$ 6,580
13210	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 1,810	\$ 1,810
TOTAL SUPPLIES			<u>\$ 36,185</u>	<u>\$ 48,845</u>

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
TOTAL	PARKS MAINTENANCE		\$ 934,904	\$ 912,783
13220 PARKS ATHLETIC FLD MAINTENANCE				
61 PERSONNEL SERVICES				
13220	6101	SALARIES	\$ 186,351	\$ 191,884
13220	6105	SALARY SAVINGS	\$ (3,830)	\$ (3,946)
13220	6139	OVERTIME	\$ 3,115	\$ 3,115
13220	6141	FICA EXPENSE	\$ 14,649	\$ 15,094
13220	6142	GROUP HEALTH INSURANCE	\$ 42,239	\$ 42,994
13220	6143	WORKERS' COMPENSATION	\$ 5,325	\$ 5,553
13220	6145	UNEMPLOYMENT COMPENSATION	\$ 1,138	\$ 1,138
13220	6146	RETIREMENT	\$ 14,856	\$ 16,495
13220	6148	LONGEVITY PAY	\$ 2,025	\$ 2,310
TOTAL	PERSONNEL SERVICES		\$ 265,868	\$ 274,637
62 CONTRACTUAL SERVICES				
13220	6204	TRAVEL	\$ 1,290	\$ 1,290
13220	6206	TRAINING	\$ 800	\$ 800
13220	6209	DUES & SUBSCRIPTIONS	\$ 350	\$ 350
13220	6245	EQUIPMENT RENTAL	\$ 5,216	\$ 5,785
13220	6261	VEHICLE MAINTENANCE	\$ 1,350	\$ 1,350
13220	6262	GAS AND OIL	\$ 8,050	\$ 4,500
13220	6284	EQUIPMENT MAINTENANCE	\$ 6,150	\$ 5,930
13220	6287	PROPERTY MAINTENANCE	\$ 37,000	\$ 37,000
TOTAL	CONTRACTUAL SERVICES		\$ 60,206	\$ 57,005
63 SUPPLIES				
13220	6303	OPERATING SUPPLIES	\$ 4,250	\$ 5,500
13220	6304	CHEMICALS	\$ 20,250	\$ 23,000
13220	6305	UNIFORMS	\$ 2,130	\$ 2,130
13220	6309	LANDSCAPE	\$ 7,500	\$ 7,500
13220	6313	SMALL TOOLS	\$ 2,799	\$ 2,000
13220	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 1,506	\$ 1,506
TOTAL	SUPPLIES		\$ 38,435	\$ 41,636
TOTAL	PARKS ATHLETIC FLD MAINTENANCE		\$ 364,509	\$ 373,278
13310 STREETS MAINTENANCE				
61 PERSONNEL SERVICES				
13310	6101	SALARIES	\$ 340,346	\$ 371,830
13310	6105	SALARY SAVINGS	\$ (7,362)	\$ (7,984)
13310	6135	STANDBY PAY	\$ 3,810	\$ 3,810

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
13310	6139	OVERTIME	\$ 14,864	\$ 14,864
13310	6141	FICA EXPENSE	\$ 28,158	\$ 30,539
13310	6142	GROUP HEALTH INSURANCE	\$ 78,376	\$ 79,777
13310	6143	WORKERS' COMPENSATION	\$ 23,254	\$ 25,702
13310	6145	UNEMPLOYMENT COMPENSATION	\$ 1,728	\$ 1,728
13310	6146	RETIREMENT	\$ 28,554	\$ 33,374
13310	6147	INCENTIVE PAY	\$ 600	\$ 600
13310	6148	LONGEVITY PAY	\$ 6,990	\$ 5,968
13310	6152	ACCRUED LEAVE PAY	\$ 1,472	\$ 2,118
TOTAL PERSONNEL SERVICES			\$ 520,790	\$ 562,326
62 CONTRACTUAL SERVICES				
13310	6206	TRAINING	\$ 2,690	\$ 5,893
13310	6207	PRE-EMPLOYMENT	\$ 554	\$ 554
13310	6209	DUES & SUBSCRIPTIONS	\$ 864	\$ 436
13310	6225	COMPUTER SERVICES	\$ -	\$ 760
13310	6226	MISC. CONTRACTUAL SERVICES	\$ 128,880	\$ 118,180
13310	6231	LEGAL ADVERTISING	\$ 423	\$ -
13310	6242	STREET LIGHTING	\$ 247,015	\$ 247,015
13310	6245	EQUIPMENT RENTAL	\$ -	\$ 15,000
13310	6261	VEHICLE MAINTENANCE	\$ 7,050	\$ 7,050
13310	6262	GAS AND OIL	\$ 18,160	\$ 18,160
13310	6284	EQUIPMENT MAINTENANCE	\$ 13,890	\$ 13,890
13310	6285	BUILDING MAINT & SUPPLIES	\$ -	\$ 6,497
TOTAL CONTRACTUAL SERVICES			\$ 419,526	\$ 433,435
63 SUPPLIES				
13310	6301	OFFICE SUPPLIES	\$ 500	\$ 500
13310	6305	UNIFORMS	\$ 5,229	\$ 5,229
13310	6308	PRINTING	\$ 58	\$ 58
13310	6313	SMALL TOOLS	\$ 1,700	\$ 1,700
13310	6314	BUILDING SUPPLIES	\$ -	\$ 570
13310	6317	TRAFFIC CONTROL SIGNS/SIGNALS	\$ 38,500	\$ 38,500
13310	6319	STREET RESURFACING	\$ 600,000	\$ 500,000
13310	6324	INFRASTRUCTURE REPAIR & MAINT	\$ 55,450	\$ 55,450
13310	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 2,825	\$ 2,825
TOTAL SUPPLIES			\$ 704,262	\$ 604,832
68 TRANSFER TO OTHER FUNDS				
13310	6805	TRANSFER TO CAPITAL PROJECTS	\$ 3,050,000	\$ 2,425,000

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
TOTAL	TRANSFER TO OTHER FUNDS		\$ 3,050,000	\$ 2,425,000
TOTAL	STREETS MAINTENANCE		\$ 4,694,578	\$ 4,025,593
13410 RECREATION				
61 PERSONNEL SERVICES				
13410	6101	SALARIES	\$ 157,678	\$ 170,209
13410	6105	SALARY SAVINGS	\$ (3,157)	\$ (3,412)
13410	6141	FICA EXPENSE	\$ 12,077	\$ 13,050
13410	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 19,108
13410	6143	WORKERS' COMPENSATION	\$ 472	\$ 516
13410	6145	UNEMPLOYMENT COMPENSATION	\$ 621	\$ 828
13410	6146	RETIREMENT	\$ 12,246	\$ 14,260
13410	6148	LONGEVITY PAY	\$ 185	\$ 370
TOTAL	PERSONNEL SERVICES		\$ 208,281	\$ 214,929
62 CONTRACTUAL SERVICES				
13410	6204	TRAVEL	\$ 3,630	\$ 3,180
13410	6207	PRE-EMPLOYMENT	\$ 1,500	\$ 1,500
13410	6209	DUES & SUBSCRIPTIONS	\$ 649	\$ 769
13410	6226	MISC. CONTRACTUAL SERVICES	\$ 3,200	\$ 3,500
13410	6236	ADVERTISING	\$ 5,608	\$ 3,800
13410	6246	OFFICE EQUIP & MAINTENANCE	\$ 434	\$ 300
13410	6257	RECREATION PROGRAM INSTRUCTORS	\$ 121,000	\$ 121,000
TOTAL	CONTRACTUAL SERVICES		\$ 136,021	\$ 134,049
63 SUPPLIES				
13410	6301	OFFICE SUPPLIES	\$ 600	\$ 550
13410	6303	OPERATING SUPPLIES	\$ 550	\$ 550
13410	6305	UNIFORMS	\$ 351	\$ 1,585
13410	6307	RECREATION PROGRAM SUPPLIES	\$ 13,400	\$ 14,200
13410	6308	PRINTING	\$ 2,292	\$ 2,000
13410	6328	RECREATION EQUIPMENT	\$ 1,800	\$ 2,080
TOTAL	SUPPLIES		\$ 18,993	\$ 20,965
TOTAL	RECREATION		\$ 363,295	\$ 369,943

13420 REC SENIOR CENTER

62 CONTRACTUAL SERVICES

13420	6204	TRAVEL	\$ 65	\$ 315
13420	6207	PRE-EMPLOYMENT	\$ 100	\$ 100
13420	6209	DUES & SUBSCRIPTIONS	\$ 576	\$ 596
13420	6245	EQUIPMENT RENTAL	\$ 400	\$ 400

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
13420	6257	RECREATION PROGRAM INSTRUCTORS	\$ 6,300	\$ 6,600
13420	6261	VEHICLE MAINTENANCE	\$ 160	\$ 150
13420	6262	GAS AND OIL	\$ 400	\$ 400
13420	6284	EQUIPMENT MAINTENANCE	\$ 380	\$ 300
TOTAL CONTRACTUAL SERVICES			\$ 8,381	\$ 8,861
63 SUPPLIES				
13420	6301	OFFICE SUPPLIES	\$ 150	\$ 100
13420	6302	POSTAGE	\$ 700	\$ 650
13420	6303	OPERATING SUPPLIES	\$ 1,000	\$ 1,000
13420	6305	UNIFORMS	\$ 60	\$ 60
13420	6307	RECREATION PROGRAM SUPPLIES	\$ 3,187	\$ 3,552
13420	6308	PRINTING	\$ 3,000	\$ 2,500
13420	6314	BUILDING SUPPLIES	\$ 500	\$ 300
13420	6328	RECREATION EQUIPMENT	\$ 395	\$ 350
TOTAL SUPPLIES			\$ 8,992	\$ 8,512
TOTAL REC SENIOR CENTER			\$ 17,373	\$ 17,373
13610 COMMUNICATIONS				
61 PERSONNEL SERVICES				
13610	6101	SALARIES	\$ 120,624	\$ 23,000
13610	6105	SALARY SAVINGS	\$ (2,431)	\$ (460)
13610	6141	FICA EXPENSE	\$ 9,300	\$ 1,760
13610	6142	GROUP HEALTH INSURANCE	\$ 18,758	\$ 3,583
13610	6143	WORKERS' COMPENSATION	\$ 363	\$ 70
13610	6145	UNEMPLOYMENT COMPENSATION	\$ 207	\$ -
13610	6146	RETIREMENT	\$ 9,430	\$ 1,923
13610	6148	LONGEVITY PAY	\$ 938	\$ -
TOTAL PERSONNEL SERVICES			\$ 157,189	\$ 29,876
62 CONTRACTUAL SERVICES				
13610	6204	TRAVEL	\$ 2,100	\$ 3,600
13610	6209	DUES & SUBSCRIPTIONS	\$ 790	\$ 1,140
13610	6226	MISC. CONTRACTUAL SERVICES	\$ 34,000	\$ 24,500
13610	6236	ADVERTISING	\$ 18,000	\$ -
TOTAL CONTRACTUAL SERVICES			\$ 54,890	\$ 29,240
63 SUPPLIES				
13610	6301	OFFICE SUPPLIES	\$ 165	\$ 165

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
TOTAL	SUPPLIES		\$ 165	\$ 165
TOTAL	COMMUNICATIONS		\$ 212,244	\$ 59,281
13710 COLLEVILLE CENTER				
61 PERSONNEL SERVICES				
13710	6101	SALARIES	\$ 197,382	\$ 187,385
13710	6102	TEMPORARY HELP	\$ 24,421	\$ 28,000
13710	6105	SALARY SAVINGS	\$ (4,960)	\$ (4,826)
13710	6139	OVERTIME	\$ 3,043	\$ 3,043
13710	6141	FICA EXPENSE	\$ 18,971	\$ 18,459
13710	6142	GROUP HEALTH INSURANCE	\$ 37,545	\$ 38,216
13710	6143	WORKERS' COMPENSATION	\$ 3,860	\$ 4,085
13710	6145	UNEMPLOYMENT COMPENSATION	\$ 1,035	\$ 828
13710	6146	RETIREMENT	\$ 17,343	\$ 17,832
13710	6148	LONGEVITY PAY	\$ 1,813	\$ 1,905
13710	6152	ACCRUED LEAVE PAY	\$ 21,322	\$ 20,963
TOTAL	PERSONNEL SERVICES		\$ 321,775	\$ 315,890
62 CONTRACTUAL SERVICES				
13710	6204	TRAVEL	\$ 1,030	\$ 1,060
13710	6209	DUES & SUBSCRIPTIONS	\$ 555	\$ 585
13710	6226	MISC. CONTRACTUAL SERVICES	\$ 300	\$ 150
13710	6236	ADVERTISING	\$ 13,918	\$ 15,043
13710	6245	EQUIPMENT RENTAL	\$ 700	\$ 1,200
13710	6285	BUILDING MAINT & SUPPLIES	\$ 21,144	\$ 19,830
13710	6287	PROPERTY MAINTENANCE	\$ 1,000	\$ 2,500
TOTAL	CONTRACTUAL SERVICES		\$ 38,647	\$ 40,368
63 SUPPLIES				
13710	6301	OFFICE SUPPLIES	\$ 650	\$ 680
13710	6303	OPERATING SUPPLIES	\$ 14,645	\$ 12,970
13710	6305	UNIFORMS	\$ 540	\$ 300
13710	6308	PRINTING	\$ 1,950	\$ 750
13710	6309	LANDSCAPE	\$ 1,000	\$ 1,000
13710	6313	SMALL TOOLS	\$ 425	\$ -
13710	6314	BUILDING SUPPLIES	\$ 11,530	\$ 13,940
TOTAL	SUPPLIES		\$ 30,740	\$ 29,640
TOTAL	COLLEVILLE CENTER		\$ 391,162	\$ 385,898

13910 HUMAN RESOURCES

61 PERSONNEL SERVICES

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
13910	6101	SALARIES	\$ 202,925	\$ 209,146
13910	6105	SALARY SAVINGS	\$ (4,072)	\$ (4,199)
13910	6141	FICA EXPENSE	\$ 15,578	\$ 16,060
13910	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 28,662
13910	6143	WORKERS' COMPENSATION	\$ 608	\$ 635
13910	6145	UNEMPLOYMENT COMPENSATION	\$ 621	\$ 621
13910	6146	RETIREMENT	\$ 15,795	\$ 17,550
13910	6148	LONGEVITY PAY	\$ 698	\$ 788
TOTAL PERSONNEL SERVICES			\$ 260,312	\$ 269,263
62 CONTRACTUAL SERVICES				
13910	6206	TRAINING	\$ 3,375	\$ 6,325
13910	6208	ORGANIZATIONAL DEVELOPMENT	\$ 35,446	\$ 41,795
13910	6209	DUES & SUBSCRIPTIONS	\$ 1,480	\$ 1,170
13910	6213	TUITION REIMBURSEMENT	\$ 2,000	\$ -
13910	6226	MISC. CONTRACTUAL SERVICES	\$ 1,240	\$ 1,006
TOTAL CONTRACTUAL SERVICES			\$ 43,541	\$ 50,296
63 SUPPLIES				
13910	6301	OFFICE SUPPLIES	\$ 315	\$ 300
13910	6302	POSTAGE	\$ -	\$ 120
13910	6303	OPERATING SUPPLIES	\$ 51	\$ 360
13910	6308	PRINTING	\$ 120	\$ -
TOTAL SUPPLIES			\$ 486	\$ 780
TOTAL HUMAN RESOURCES			\$ 304,339	\$ 320,339
14110 COURT				
61 PERSONNEL SERVICES				
14110	6101	SALARIES	\$ 180,601	\$ 180,049
14110	6102	TEMPORARY HELP	\$ -	\$ 2,000
14110	6105	SALARY SAVINGS	\$ (3,673)	\$ (4,240)
14110	6126	MUNICIPAL JUDGE	\$ 120,000	\$ -
14110	6141	FICA EXPENSE	\$ 14,050	\$ 16,065
14110	6142	GROUP HEALTH INSURANCE	\$ 37,545	\$ 38,216
14110	6143	WORKERS' COMPENSATION	\$ 549	\$ 635
14110	6145	UNEMPLOYMENT COMPENSATION	\$ 828	\$ 828
14110	6146	RETIREMENT	\$ 14,247	\$ 17,555
14110	6148	LONGEVITY PAY	\$ 3,068	\$ 2,968
14110	6152	ACCRUED LEAVE PAY	\$ -	\$ 26,964
TOTAL PERSONNEL SERVICES			\$ 367,215	\$ 281,040

GENERAL FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
62 CONTRACTUAL SERVICES				
14110	6204	TRAVEL	\$ 1,900	\$ 2,000
14110	6206	TRAINING	\$ 1,400	\$ 1,400
14110	6209	DUES & SUBSCRIPTIONS	\$ 330	\$ 330
14110	6218	MUNICIPAL JUDGE	\$ -	\$ 120,000
14110	6226	MISC. CONTRACTUAL SERVICES	\$ 3,527	\$ 4,127
TOTAL CONTRACTUAL SERVICES			<u>\$ 7,157</u>	<u>\$ 127,857</u>
63 SUPPLIES				
14110	6301	OFFICE SUPPLIES	\$ 1,683	\$ 1,150
14110	6303	OPERATING SUPPLIES	\$ 8,568	\$ 7,768
14110	6308	PRINTING	\$ 2,564	\$ 1,600
14110	6312	COMPUTER SUPPLIES	\$ 4,000	\$ -
TOTAL SUPPLIES			<u>\$ 16,815</u>	<u>\$ 10,518</u>
TOTAL COURT			<u>\$ 391,187</u>	<u>\$ 419,415</u>
15110 FLEET SERVICES				
61 PERSONNEL SERVICES				
15110	6101	SALARIES	\$ 140,997	\$ 145,339
15110	6105	SALARY SAVINGS	\$ (2,978)	\$ (3,076)
15110	6139	OVERTIME	\$ 1,575	\$ 1,575
15110	6141	FICA EXPENSE	\$ 11,391	\$ 11,765
15110	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 28,662
15110	6143	WORKERS' COMPENSATION	\$ 2,330	\$ 2,437
15110	6145	UNEMPLOYMENT COMPENSATION	\$ 621	\$ 621
15110	6146	RETIREMENT	\$ 11,551	\$ 12,858
15110	6148	LONGEVITY PAY	\$ 2,780	\$ 3,005
15110	6150	TOOL ALLOWANCE	\$ 960	\$ 960
15110	6152	ACCRUED LEAVE PAY	\$ 2,594	\$ 2,921
TOTAL PERSONNEL SERVICES			<u>\$ 199,980</u>	<u>\$ 207,067</u>
62 CONTRACTUAL SERVICES				
15110	6206	TRAINING	\$ 1,439	\$ 3,839
15110	6207	PRE-EMPLOYMENT	\$ 100	\$ 100
15110	6209	DUES & SUBSCRIPTIONS	\$ 1,980	\$ 2,046
15110	6226	MISC. CONTRACTUAL SERVICES	\$ 1,868	\$ 1,868
15110	6228	PROFESSIONAL MAINTENANCE	\$ 5,700	\$ 675
15110	6261	VEHICLE MAINTENANCE	\$ 2,300	\$ 2,050
15110	6262	GAS AND OIL	\$ 4,475	\$ 8,700
15110	6283	SAFETY EQUIPMENT/SERVICES	\$ 67	\$ 67

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
15110	6284	EQUIPMENT MAINTENANCE	\$ 495	\$ 1,695
TOTAL	CONTRACTUAL SERVICES		\$ 18,424	\$ 21,040
63 SUPPLIES				
15110	6305	UNIFORMS	\$ 2,064	\$ 2,064
15110	6313	SMALL TOOLS	\$ 1,149	\$ 1,149
15110	6318	SHOP SUPPLIES	\$ 6,935	\$ 1,935
15110	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 750	\$ 750
15110	6360	MINOR OPERATING OUTLAY	\$ -	\$ 3,500
TOTAL	SUPPLIES		\$ 10,898	\$ 9,398
TOTAL	FLEET SERVICES		\$ 229,302	\$ 237,505
15710 FACILITY SERVICES				
61 PERSONNEL SERVICES				
15710	6101	SALARIES	\$ 111,545	\$ 114,928
15710	6105	SALARY SAVINGS	\$ (2,510)	\$ (2,767)
15710	6135	STANDBY PAY	\$ 8,395	\$ -
15710	6139	OVERTIME	\$ 4,400	\$ 4,400
15710	6141	FICA EXPENSE	\$ 9,602	\$ 10,582
15710	6142	GROUP HEALTH INSURANCE	\$ 18,773	\$ 19,108
15710	6143	WORKERS' COMPENSATION	\$ 4,547	\$ 5,077
15710	6145	UNEMPLOYMENT COMPENSATION	\$ 414	\$ 414
15710	6146	RETIREMENT	\$ 9,737	\$ 11,564
15710	6148	LONGEVITY PAY	\$ 1,180	\$ 295
15710	6152	ACCRUED LEAVE PAY	\$ -	\$ 18,704
TOTAL	PERSONNEL SERVICES		\$ 166,083	\$ 182,305
62 CONTRACTUAL SERVICES				
15710	6204	TRAVEL	\$ 2,000	\$ 2,000
15710	6206	TRAINING	\$ 300	\$ 300
15710	6209	DUES & SUBSCRIPTIONS	\$ 100	\$ 100
15710	6226	MISC. CONTRACTUAL SERVICES	\$ 11,877	\$ 312
15710	6261	VEHICLE MAINTENANCE	\$ 2,000	\$ 2,000
15710	6262	GAS AND OIL	\$ 1,200	\$ 1,200
15710	6285	BUILDING MAINT & SUPPLIES	\$ 325,819	\$ 328,260
TOTAL	CONTRACTUAL SERVICES		\$ 343,296	\$ 334,172
63 SUPPLIES				
15710	6303	OPERATING SUPPLIES	\$ 1,300	\$ 500
15710	6305	UNIFORMS	\$ 1,230	\$ 600

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
15710	6313	SMALL TOOLS	\$ 850	\$ 850
15710	6314	BUILDING SUPPLIES	\$ 18,700	\$ 8,000
15710	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 450	\$ 450
TOTAL SUPPLIES			\$ 22,530	\$ 10,400
TOTAL FACILITY SERVICES			\$ 531,909	\$ 526,877
15910 INFORMATION SERVICES				
61 PERSONNEL SERVICES				
15910	6101	SALARIES	\$ 216,154	\$ 224,200
15910	6102	TEMPORARY HELP	\$ 15,000	\$ 20,000
15910	6105	SALARY SAVINGS	\$ (4,649)	\$ (4,917)
15910	6139	OVERTIME	\$ 721	\$ 721
15910	6141	FICA EXPENSE	\$ 17,782	\$ 18,807
15910	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 28,662
15910	6143	WORKERS' COMPENSATION	\$ 694	\$ 743
15910	6145	UNEMPLOYMENT COMPENSATION	\$ 828	\$ 828
15910	6146	RETIREMENT	\$ 18,031	\$ 20,552
15910	6148	LONGEVITY PAY	\$ 563	\$ 918
TOTAL PERSONNEL SERVICES			\$ 293,283	\$ 310,514
62 CONTRACTUAL SERVICES				
15910	6204	TRAVEL	\$ 2,250	\$ 1,430
15910	6206	TRAINING	\$ 20,270	\$ 28,105
15910	6209	DUES & SUBSCRIPTIONS	\$ 430	\$ 430
15910	6225	COMPUTER SERVICES	\$ 24,916	\$ 27,298
15910	6226	MISC. CONTRACTUAL SERVICES	\$ 279,889	\$ 283,636
15910	6240	CELL PHONES	\$ 456	\$ 456
15910	6246	OFFICE EQUIP & MAINTENANCE	\$ 27,429	\$ 25,929
15910	6261	VEHICLE MAINTENANCE	\$ 878	\$ 878
15910	6262	GAS AND OIL	\$ 500	\$ 500
TOTAL CONTRACTUAL SERVICES			\$ 357,018	\$ 368,662
63 SUPPLIES				
15910	6301	OFFICE SUPPLIES	\$ 50	\$ 50
15910	6302	POSTAGE	\$ -	\$ 500
15910	6305	UNIFORMS	\$ 270	\$ 540
15910	6312	COMPUTER SUPPLIES	\$ 13,282	\$ 9,282
15910	6360	MINOR OPERATING OUTLAY	\$ 137,325	\$ 138,613
TOTAL SUPPLIES			\$ 150,927	\$ 148,985

GENERAL FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
66 CAPITAL OUTLAY				
15910	6635	COMPUTER EQUIPMENT	\$ -	\$ 8,428
15910	6645	OPERATING EQUIPMENT	\$ 5,429	\$ -
TOTAL	CAPITAL OUTLAY		\$ 5,429	\$ 8,428
TOTAL	INFORMATION SERVICES		\$ 806,657	\$ 836,589
15920 IS GIS				
61 PERSONNEL SERVICES				
15920	6101	SALARIES	\$ 8,694	\$ 8,955
15920	6105	SALARY SAVINGS	\$ (174)	\$ (180)
15920	6141	FICA EXPENSE	\$ 665	\$ 687
15920	6142	GROUP HEALTH INSURANCE	\$ 1,314	\$ 1,338
15920	6143	WORKERS' COMPENSATION	\$ 26	\$ 27
15920	6145	UNEMPLOYMENT COMPENSATION	\$ 29	\$ 29
15920	6146	RETIREMENT	\$ 674	\$ 751
15920	6148	LONGEVITY PAY	\$ -	\$ 26
TOTAL	PERSONNEL SERVICES		\$ 11,228	\$ 11,633
62 CONTRACTUAL SERVICES				
15920	6204	TRAVEL	\$ 2,280	\$ 2,280
15920	6206	TRAINING	\$ 2,995	\$ 3,995
15920	6209	DUES & SUBSCRIPTIONS	\$ 250	\$ 250
15920	6223	ENGINEERING SERVICES	\$ 2,800	\$ 4,100
15920	6226	MISC. CONTRACTUAL SERVICES	\$ 43,460	\$ 44,231
TOTAL	CONTRACTUAL SERVICES		\$ 51,785	\$ 54,856
63 SUPPLIES				
15920	6301	OFFICE SUPPLIES	\$ 5,030	\$ 5,430
15920	6305	UNIFORMS	\$ -	\$ 90
TOTAL	SUPPLIES		\$ 5,030	\$ 5,520
TOTAL	IS GIS		\$ 68,043	\$ 72,009
16210 COMPENSATION ADJUSTMENTS				
61 PERSONNEL SERVICES				
16210	6101	SALARIES	\$ 193,017	\$ 204,873
TOTAL	PERSONNEL SERVICES		\$ 193,017	\$ 204,873
TOTAL	COMPENSATION ADJUSTMENTS		\$ 193,017	\$ 204,873

16310 CAPITAL EQUIPMENT RESERVE

GENERAL FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
68 TRANSFER TO OTHER FUNDS				
16310	6810	CAPITAL EQUIPMENT RESERVE	\$ 252,000	\$ 402,000
TOTAL	TRANSFER TO OTHER FUNDS		\$ 252,000	\$ 402,000
TOTAL	CAPITAL EQUIPMENT RESERVE		\$ 252,000	\$ 402,000
16410 TRANSFERS				
68 TRANSFER TO OTHER FUNDS				
16410	6813	TRANSFER TO OTHER FUNDS	\$ 200,000	\$ -
TOTAL	TRANSFER TO OTHER FUNDS		\$ 200,000	\$ -
TOTAL	TRANSFERS		\$ 200,000	\$ -
19999 NON-DEPARTMENTAL				
62 CONTRACTUAL SERVICES				
19999	6203	INSURANCE SHARE	\$ 173,549	\$ 173,549
19999	6238	ELECTRICITY	\$ 460,428	\$ 435,158
19999	6241	TELEPHONE	\$ 101,448	\$ 145,448
19999	6246	OFFICE EQUIP & MAINTENANCE	\$ 40,406	\$ 40,406
19999	6248	GAS	\$ 53,730	\$ 35,000
19999	6281	COMMUNICATIONS MAINTENANCE	\$ 108,118	\$ 108,118
TOTAL	CONTRACTUAL SERVICES		\$ 937,679	\$ 937,679
63 SUPPLIES				
19999	6302	POSTAGE	\$ 15,880	\$ 15,880
TOTAL	SUPPLIES		\$ 15,880	\$ 15,880
TOTAL	NON-DEPARTMENTAL		\$ 953,559	\$ 953,559
TOTAL	GENERAL FUND EXPENDITURES		\$ 23,977,370	\$ 23,329,761

UTILITY FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
REVENUES				
20000	5716	EARNED INTEREST	\$ 20,300	\$ 25,000
20000	5719	MISCELLANEOUS	\$ 13,000	\$ 13,000
20000	5790	USE OF FUND BALANCE	\$ 450,000	\$ 750,000
20000	5817	WATER REVENUE	\$ 11,467,441	\$ 10,869,131
20000	5818	SEWER REVENUE	\$ 4,050,786	\$ 3,650,000
20000	5821	SEWER INSTALLATION	\$ 7,000	\$ 15,000
20000	5822	WATER INSTALLATION	\$ 21,000	\$ 42,000
20000	5827	ENGINEERING & DEVELOP CHARGES	\$ 50,000	\$ 5,000
20000	5829	SEWER TIE-ON CHARGES	\$ 5,000	\$ -
20000	5833	PENALTIES	\$ 228,772	\$ 237,000
TOTAL	UTILITY FUND REVENUES		\$ 16,313,299	\$ 15,606,131

EXPENDITURES

22010 UTILITY BILLING

61 PERSONNEL SERVICES

22010	6101	SALARIES	\$ 138,484	\$ 178,825
22010	6102	TEMPORARY HELP	\$ 17,251	\$ -
22010	6139	OVERTIME	\$ 1,271	\$ 1,271
22010	6141	FICA EXPENSE	\$ 12,361	\$ 14,188
22010	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 38,216
22010	6143	WORKERS' COMPENSATION	\$ 533	\$ 560
22010	6145	UNEMPLOYMENT COMPENSATION	\$ 828	\$ 828
22010	6146	RETIREMENT	\$ 12,535	\$ 15,505
22010	6148	LONGEVITY PAY	\$ 4,580	\$ 4,760
22010	6152	ACCRUED LEAVE PAY	\$ -	\$ 617

TOTAL PERSONNEL SERVICES

\$ 216,002	\$ 254,770
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62 CONTRACTUAL SERVICES

22010	6204	TRAVEL	\$ 1,950	\$ 2,000
22010	6206	TRAINING	\$ 198	\$ 198
22010	6221	AUDIT	\$ 25,722	\$ 25,722
22010	6225	COMPUTER SERVICES	\$ 26,815	\$ 28,359
22010	6226	MISC. CONTRACTUAL SERVICES	\$ 45,179	\$ 45,979
22010	6233	BANK SERVICE CHARGES	\$ 7,492	\$ 7,492
22010	6246	OFFICE EQUIP & MAINTENANCE	\$ 895	\$ 895
22010	6285	BUILDING MAINT & SUPPLIES	\$ 7,807	\$ 7,807

TOTAL CONTRACTUAL SERVICES

\$ 116,058	\$ 118,452
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63 SUPPLIES

22010	6301	OFFICE SUPPLIES	\$ 720	\$ 670
22010	6302	POSTAGE	\$ 43,395	\$ 47,538

UTILITY FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
22010	6303	OPERATING SUPPLIES	\$ 2,555	\$ 2,055
22010	6308	PRINTING	\$ 1,744	\$ 988
22010	6312	COMPUTER SUPPLIES	\$ 1,629	\$ 1,629
TOTAL SUPPLIES			\$ 50,043	\$ 52,880
TOTAL UTILITY BILLING			\$ 382,103	\$ 426,102

26110 UTILITY OPERATIONS WATER

61 PERSONNEL SERVICES

26110	6101	SALARIES	\$ 215,836	\$ 192,347
26110	6135	STANDBY PAY	\$ 2,955	\$ 2,955
26110	6139	OVERTIME	\$ 17,791	\$ 17,794
26110	6141	FICA EXPENSE	\$ 18,575	\$ 16,936
26110	6142	GROUP HEALTH INSURANCE	\$ 46,932	\$ 47,771
26110	6143	WORKERS' COMPENSATION	\$ 8,525	\$ 8,238
26110	6145	UNEMPLOYMENT COMPENSATION	\$ 1,242	\$ 1,035
26110	6146	RETIREMENT	\$ 18,836	\$ 18,507
26110	6147	INCENTIVE PAY	\$ 900	\$ 900
26110	6148	LONGEVITY PAY	\$ 2,705	\$ 2,968
26110	6152	ACCRUED LEAVE PAY	\$ 2,620	\$ 4,415

TOTAL	PERSONNEL SERVICES	\$ 336,917	\$ 313,866
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62 CONTRACTUAL SERVICES

26110	6206	TRAINING	\$ 2,980	\$ 3,710
26110	6207	PRE-EMPLOYMENT	\$ 647	\$ 647
26110	6209	DUES & SUBSCRIPTIONS	\$ 963	\$ 1,396
26110	6226	MISC. CONTRACTUAL SERVICES	\$ 24,346	\$ 24,390
26110	6231	LEGAL ADVERTISING	\$ 600	\$ 600
26110	6240	CELL PHONES	\$ 990	\$ 990
26110	6245	EQUIPMENT RENTAL	\$ 1,000	\$ 1,000
26110	6251	T.R.A. WATER	\$ 7,711,373	\$ 8,980,767
26110	6253	WATER SAMPLES	\$ 10,000	\$ 10,000
26110	6261	VEHICLE MAINTENANCE	\$ 4,000	\$ 4,000
26110	6262	GAS AND OIL	\$ 12,950	\$ 12,950
26110	6274	METER MAINT AND TESTING	\$ 1,500	\$ 1,500
26110	6284	EQUIPMENT MAINTENANCE	\$ 6,544	\$ 6,544
26110	6296	WATER LICENSING FEE	\$ 20,000	\$ 23,000

TOTAL	CONTRACTUAL SERVICES	\$ 7,797,893	\$ 9,071,494
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63 SUPPLIES

26110	6302	POSTAGE	\$ 3,690	\$ 3,690
26110	6304	CHEMICALS	\$ 2,450	\$ 2,450

UTILITY FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
26110	6305	UNIFORMS	\$ 2,843	\$ 2,843
26110	6308	PRINTING	\$ 3,300	\$ 3,300
26110	6313	SMALL TOOLS	\$ 3,400	\$ 3,400
26110	6324	REPAIR & MAINTENANCE	\$ 74,591	\$ 87,219
TOTAL SUPPLIES			\$ 90,274	\$ 102,902
66 CAPITAL OUTLAY				
26110	6645	OPERATING EQUIPMENT	\$ 25,000	\$ -
26110	6654	WATER METER & FIRE PLUGS	\$ 100,000	\$ 100,000
26110	6670	INFRASTRUCTURE RENEWAL	\$ 1,062,600	\$ 804,500
TOTAL CAPITAL OUTLAY			\$ 1,187,600	\$ 904,500
TOTAL UTILITY OPERATIONS WATER			\$ 9,412,684	\$ 10,392,762
26120 UTILITY OPERATIONS WASTEWATER				
61 PERSONNEL SERVICES				
26120	6101	SALARIES	\$ 102,765	\$ 101,648
26120	6135	STANDBY PAY	\$ 2,829	\$ 2,829
26120	6139	OVERTIME	\$ 16,846	\$ 16,846
26120	6141	FICA EXPENSE	\$ 9,614	\$ 9,530
26120	6142	GROUP HEALTH INSURANCE	\$ 28,159	\$ 28,662
26120	6143	WORKERS' COMPENSATION	\$ 4,321	\$ 4,548
26120	6145	UNEMPLOYMENT COMPENSATION	\$ 621	\$ 621
26120	6146	RETIREMENT	\$ 9,748	\$ 10,414
26120	6147	INCENTIVE PAY	\$ 1,500	\$ 1,500
26120	6148	LONGEVITY PAY	\$ 1,733	\$ 1,743
TOTAL PERSONNEL SERVICES			\$ 178,136	\$ 178,341
62 CONTRACTUAL SERVICES				
26120	6206	TRAINING	\$ 2,020	\$ 1,995
26120	6207	PRE-EMPLOYMENT	\$ 367	\$ 367
26120	6209	DUES & SUBSCRIPTIONS	\$ 813	\$ 752
26120	6226	MISC. CONTRACTUAL SERVICES	\$ 21,311	\$ 8,402
26120	6252	T.R.A. SEWER	\$ 2,668,486	\$ 2,406,633
26120	6261	VEHICLE MAINTENANCE	\$ 1,500	\$ 1,500
26120	6262	GAS AND OIL	\$ 10,300	\$ 10,300
26120	6284	EQUIPMENT MAINTENANCE	\$ 12,000	\$ 15,000
TOTAL CONTRACTUAL SERVICES			\$ 2,716,797	\$ 2,444,949
63 SUPPLIES				
26120	6304	CHEMICALS	\$ 3,300	\$ 3,300

UTILITY FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
26120	6305	UNIFORMS	\$ 2,988	\$ 2,988
26120	6313	SMALL TOOLS	\$ 2,600	\$ 2,600
26120	6324	REPAIR & MAINTENANCE	\$ 47,781	\$ 60,408
TOTAL SUPPLIES			\$ 56,669	\$ 69,296
66 CAPITAL OUTLAY				
26120	6645	OPERATING EQUIPMENT	\$ 38,000	\$ 10,000
TOTAL CAPITAL OUTLAY			\$ 38,000	\$ 10,000
TOTAL UTILITY OPERATIONS WASTEWATER			\$ 2,989,602	\$ 2,702,586
26130 UTILITY SUPPORT				
61 PERSONNEL SERVICES				
26130	6101	SALARIES	\$ 784,607	\$ 838,342
26130	6135	STANDBY PAY	\$ 2,460	\$ 2,460
26130	6139	OVERTIME	\$ 19,744	\$ 19,744
26130	6141	FICA EXPENSE	\$ 62,476	\$ 67,370
26130	6142	GROUP HEALTH INSURANCE	\$ 123,431	\$ 120,382
26130	6143	WORKERS' COMPENSATION	\$ 9,582	\$ 10,968
26130	6145	UNEMPLOYMENT COMPENSATION	\$ 2,888	\$ 2,929
26130	6146	RETIREMENT	\$ 63,357	\$ 73,620
26130	6147	INCENTIVE PAY	\$ 2,400	\$ 2,400
26130	6148	LONGEVITY PAY	\$ 7,467	\$ 5,696
26130	6152	ACCRUED LEAVE PAY	\$ -	\$ 11,999
TOTAL PERSONNEL SERVICES			\$ 1,078,412	\$ 1,155,910
62 CONTRACTUAL SERVICES				
26130	6206	TRAINING	\$ 5,475	\$ 9,420
26130	6207	PRE-EMPLOYMENT	\$ 201	\$ 201
26130	6208	ORGANIZATIONAL DEVELOPMENT	\$ 16,124	\$ 17,121
26130	6209	DUES & SUBSCRIPTIONS	\$ 4,223	\$ 4,112
26130	6213	TUITION REIMBURSEMENT	\$ 2,500	\$ -
26130	6225	COMPUTER SERVICES	\$ 6,220	\$ 1,920
26130	6226	MISC. CONTRACTUAL SERVICES	\$ 1,869	\$ 1,869
26130	6246	OFFICE EQUIP & MAINTENANCE	\$ 1,840	\$ 1,840
26130	6261	VEHICLE MAINTENANCE	\$ 2,900	\$ 2,900
26130	6262	GAS AND OIL	\$ 16,350	\$ 16,350
26130	6284	EQUIPMENT MAINTENANCE	\$ 400	\$ 400
26130	6285	BUILDING MAINT & SUPPLIES	\$ 14,614	\$ 7,696
26130	6287	PROPERTY MAINTENANCE	\$ 5,575	\$ -
TOTAL CONTRACTUAL SERVICES			\$ 78,291	\$ 63,829

UTILITY FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
63 SUPPLIES				
26130	6301	OFFICE SUPPLIES	\$ 1,800	\$ 1,800
26130	6303	OPERATING SUPPLIES	\$ 900	\$ 900
26130	6305	UNIFORMS	\$ 4,449	\$ 4,449
26130	6308	PRINTING	\$ 485	\$ 485
26130	6312	COMPUTER SUPPLIES	\$ 1,000	\$ 1,000
26130	6313	SMALL TOOLS	\$ 3,000	\$ 2,000
26130	6314	BUILDING SUPPLIES	\$ 1,500	\$ 675
26130	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 6,225	\$ 6,225
TOTAL	SUPPLIES		\$ 19,359	\$ 17,534
TOTAL	UTILITY SUPPORT		\$ 1,176,062	\$ 1,237,273
26210 COMPENSATION ADJUSTMENTS				
61 PERSONNEL SERVICES				
26210	6101	SALARIES	\$ 29,934	\$ 28,208
TOTAL	PERSONNEL SERVICES		\$ 29,934	\$ 28,208
TOTAL	COMPENSATION ADJUSTMENTS		\$ 29,934	\$ 28,208
26410 TRANSFERS				
68 TRANSFER TO OTHER FUNDS				
26410	6811	TRANSFER TO GENERAL FUND	\$ 1,165,563	\$ -
26410	6820	INTRAFUND LOAN REPYMT-TOMORROW	\$ 44,286	\$ 44,286
TOTAL	TRANSFER TO OTHER FUNDS		\$ 1,209,849	\$ 44,286
TOTAL	TRANSFERS		\$ 1,209,849	\$ 44,286
26510 DEBT SERVICE				
65 DEBT SERVICE				
26510	6592	REVENUE BOND PRINCIPAL PAYMENT	\$ 345,000	\$ 350,000
26510	6595	BOND PAYMENT INTEREST	\$ 20,325	\$ 9,900
TOTAL	DEBT SERVICE		\$ 365,325	\$ 359,900
TOTAL	DEBT SERVICE		\$ 365,325	\$ 359,900
29999 NON-DEPARTMENTAL				
62 CONTRACTUAL SERVICES				
29999	6203	INSURANCE SHARE	\$ 76,033	\$ 76,033
29999	6238	ELECTRICITY	\$ 125,454	\$ 125,454
29999	6241	TELEPHONE	\$ 3,896	\$ 3,896
29999	6246	OFFICE EQUIP & MAINTENANCE	\$ 2,715	\$ 3,165
29999	6248	GAS	\$ 10,017	\$ 9,567

UTILITY FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
29999	6281	COMMUNICATIONS MAINTENANCE	\$ 16,537	\$ 16,537
TOTAL	CONTRACTUAL SERVICES		<u>\$ 234,652</u>	<u>\$ 234,652</u>
63 SUPPLIES				
29999	6302	POSTAGE	\$ 5,051	\$ 5,051
TOTAL	SUPPLIES		<u>\$ 5,051</u>	<u>\$ 5,051</u>
66 CAPITAL OUTLAY				
29999	6650	MOTOR VEHICLES	\$ 81,100	\$ 81,100
TOTAL	CAPITAL OUTLAY		<u>\$ 81,100</u>	<u>\$ 81,100</u>
TOTAL	NON-DEPARTMENTAL		<u>\$ 320,803</u>	<u>\$ 320,803</u>
TOTAL	UTILITY FUND EXPENDITURES		<u>\$ 15,886,362</u>	<u>\$ 15,511,920</u>

DRAINAGE FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
REVENUES				
170000	5716	EARNED INTEREST	\$ 2,289	\$ 2,100
170000	5790	USE OF FUND BALANCE	\$ -	\$ -
170000	5833	PENALTIES	\$ 16,413	\$ 9,450
170000	5942	DRAINAGE FEE REVENUES	\$ 937,872	\$ 945,000
TOTAL	DRAINAGE FUND REVENUES		\$ 956,574	\$ 956,550

EXPENDITURES

175210 DRAINAGE				
61 PERSONNEL SERVICES				
175210	6101	SALARIES	\$ 224,849	\$ 193,209
175210	6135	STANDBY PAY	\$ 3,166	\$ 3,166
175210	6139	OVERTIME	\$ 18,182	\$ 18,182
175210	6141	FICA EXPENSE	\$ 19,107	\$ 17,503
175210	6142	GROUP HEALTH INSURANCE	\$ 59,228	\$ 50,732
175210	6143	WORKERS' COMPENSATION	\$ 7,399	\$ 8,318
175210	6145	UNEMPLOYMENT COMPENSATION	\$ 1,306	\$ 1,099
175210	6146	RETIREMENT	\$ 19,375	\$ 19,127
175210	6147	INCENTIVE PAY	\$ 600	\$ 600
175210	6148	LONGEVITY PAY	\$ 2,957	\$ 3,129
175210	6152	ACCRUED LEAVE PAY	\$ -	\$ 10,500
TOTAL	PERSONNEL SERVICES		\$ 356,169	\$ 325,565

62 CONTRACTUAL SERVICES				
175210	6206	TRAINING	\$ 1,200	\$ 2,397
175210	6207	PRE-EMPLOYMENT	\$ 302	\$ 302
175210	6208	ORGANIZATIONAL DEVELOPMENT	\$ 4,833	\$ 5,133
175210	6209	DUES & SUBSCRIPTIONS	\$ 61	\$ -
175210	6221	AUDIT	\$ 1,500	\$ 1,500
175210	6223	ENGINEERING SERVICES	\$ 44,501	\$ 39,355
175210	6225	COMPUTER SERVICES	\$ 7,042	\$ 7,382
175210	6226	MISC. CONTRACTUAL SERVICES	\$ 13,134	\$ 12,734
175210	6245	EQUIPMENT RENTAL	\$ 1,000	\$ 6,000
175210	6254	DRAINAGE DITCH CLEANING	\$ 7,000	\$ -
175210	6261	VEHICLE MAINTENANCE	\$ 2,850	\$ 2,850
175210	6262	GAS AND OIL	\$ 19,650	\$ 19,650
175210	6284	EQUIPMENT MAINTENANCE	\$ 10,900	\$ 10,900
175210	6285	BUILDING MAINT & SUPPLIES	\$ -	\$ 2,907
TOTAL	CONTRACTUAL SERVICES		\$ 113,973	\$ 111,110

63 SUPPLIES				
175210	6301	OFFICE SUPPLIES	\$ 500	\$ 500
175210	6305	UNIFORMS	\$ 3,200	\$ 3,200

DRAINAGE FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
175210	6312	COMPUTER SUPPLIES	\$ 400	\$ 400
175210	6313	SMALL TOOLS	\$ 1,703	\$ 1,703
175210	6314	BUILDING SUPPLIES	\$ -	\$ 255
175210	6324	REPAIR & MAINTENANCE	\$ 32,247	\$ 35,558
175210	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 2,085	\$ 2,085
TOTAL SUPPLIES			\$ 40,135	\$ 43,701
66 CAPITAL OUTLAY				
175210	6650	MOTOR VEHICLES	\$ 45,917	\$ -
175210	6670	INFRASTRUCTURE RENEWAL	\$ 170,000	\$ -
TOTAL CAPITAL OUTLAY			\$ 215,917	\$ -
TOTAL DRAINAGE			\$ 726,194	\$ 480,376
175220 STORM WATER				
61 PERSONNEL SERVICES				
175220	6101	SALARIES	\$ 8,039	\$ 62,000
175220	6141	FICA EXPENSE	\$ 615	\$ 4,822
175220	6142	GROUP HEALTH INSURANCE	\$ 939	\$ 10,510
175220	6143	WORKERS' COMPENSATION	\$ 24	\$ 401
175220	6145	UNEMPLOYMENT COMPENSATION	\$ 21	\$ 228
175220	6146	RETIREMENT	\$ 624	\$ 5,270
175220	6148	LONGEVITY PAY	\$ -	\$ 1,035
TOTAL PERSONNEL SERVICES			\$ 10,262	\$ 84,266
62 CONTRACTUAL SERVICES				
175220	6206	TRAINING	\$ 500	\$ 500
175220	6209	DUES & SUBSCRIPTIONS	\$ 140	\$ 140
175220	6221	AUDIT	\$ 500	\$ 500
175220	6225	COMPUTER SERVICES	\$ 1,600	\$ 1,600
175220	6226	MISC. CONTRACTUAL SERVICES	\$ 12,312	\$ 12,312
175220	6229	COMMUNITY RELATIONS	\$ 175	\$ 175
175220	6261	VEHICLE MAINTENANCE	\$ 250	\$ 250
175220	6262	GAS AND OIL	\$ 4,000	\$ 4,000
175220	6296	WATER LICENSING FEE	\$ 3,232	\$ 3,232
TOTAL CONTRACTUAL SERVICES			\$ 22,709	\$ 22,709
63 SUPPLIES				
175220	6303	OPERATING SUPPLIES	\$ 100	\$ 100
175220	6305	UNIFORMS	\$ 448	\$ 300
175220	6313	SMALL TOOLS	\$ 300	\$ 300
175220	6326	SAFETY EQUIPMENT/SUPPLIES	\$ 185	\$ 185

DRAINAGE FUND

			FY 2016 BUDGET	FY 2017 PROPOSED
TOTAL	SUPPLIES		\$ 1,033	\$ 885
TOTAL	STORM WATER		\$ 34,004	\$ 107,860
176210	COMPENSATION ADJUSTMENTS			
61	PERSONNEL SERVICES			
176210	6101	SALARIES	\$ 5,505	\$ 1,652
TOTAL	PERSONNEL SERVICES		\$ 5,505	\$ 1,652
TOTAL	COMPENSATION ADJUSTMENT		\$ 5,505	\$ 1,652
176410	TRANSFERS			
68	TRANSFER TO OTHER FUNDS			
176410	6820	INTRAFUND LOAN REPYMT-TOMORROW	\$ 19,032	\$ 19,032
TOTAL	TRANSFER TO OTHER FUNDS		\$ 19,032	\$ 19,032
TOTAL	TRANSFERS		\$ 19,032	\$ 19,032
176510	DEBT SERVICE			
65	DEBT SERVICE			
176510	6595	BOND PAYMENT INTEREST	\$ -	\$ -
176510	6597	DRAINAGE REVENUE BONDS 2011	\$ 127,121	\$ 128,391
TOTAL	DEBT SERVICE		\$ 127,121	\$ 128,391
TOTAL	DEBT SERVICE		\$ 127,121	\$ 128,391
179999	NON-DEPARTMENTAL			
62	CONTRACTUAL SERVICES			
179999	6203	INSURANCE SHARE	\$ 2,571	\$ 2,631
179999	6238	ELECTRICITY	\$ 220	\$ 200
179999	6246	OFFICE EQUIP & MAINTENANCE	\$ 450	\$ -
179999	6248	GAS	\$ 190	\$ 600
179999	6281	COMMUNICATIONS MAINTENANCE	\$ 2,543	\$ 2,543
TOTAL	CONTRACTUAL SERVICES		\$ 5,974	\$ 5,974
63	SUPPLIES			
179999	6302	POSTAGE	\$ 167	\$ 167
TOTAL	SUPPLIES		\$ 167	\$ 167
TOTAL	NON-DEPARTMENTAL		\$ 6,141	\$ 6,141
TOTAL	DRAINAGE FUND EXPENDITURES		\$ 917,997	\$ 743,452

DEBT SERVICE FUND

			FY 2016	FY 2017
			BUDGET	PROPOSED
REVENUES				
40000	5101	CURRENT TAXES	\$ 653,434	\$ 614,420
40000	5102	DELINQUENT TAXES	\$ 16,000	\$ 16,000
40000	5103	PENALTY & INTEREST	\$ 12,000	\$ 12,000
40000	5716	EARNED INTEREST	\$ 2,251	\$ 2,251
40000	5790	USE OF FUND BALANCE	\$ 277,666	\$ 49,723
40000	5875	TRANSFER-IN CCCPD FUND	\$ 500,242	\$ 503,862
40000	5877	TRANSFER IN - TIF REFUNDING	\$ -	\$ 655,781
TOTAL	DEBT SERVICE FUND REVENUES		\$ 1,461,593	\$ 1,854,037

46510	DEBT SERVICE			
46510	6501	G.O. REFUNDING BONDS (2006)	\$ 539,883	\$ 542,229
46510	6502	G.O. REFUNDING BONDS (2011)	\$ 169,375	\$ 169,950
46510	6525	G. O. BONDS (2007)	\$ 312,000	\$ 153,000
46510	6526	G.O. REFUNDING BONDS (2016)	\$ -	\$ 776,466
46510	6583	2016 FIRE ENGINE LEASE	\$ 125,000	\$ 49,723
46510	6584	FIRE TRUCK LOAN	\$ 116,839	\$ 116,839
46510	6587	RADIO TOWER LEASE	\$ 152,666	\$ -
46510	6588	2013 AMBULANCE LEASE	\$ 44,580	\$ 44,580
46510	6599	PAYING AGENTS FEES	\$ 1,250	\$ 1,250
TOTAL	DEBT SERVICE FUND EXPENDITURES		\$ 1,461,593	\$ 1,854,037

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P
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PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011010 COUNCIL					
62 CONTRACTUAL SERVICES					
0011010 6204 - TRAVEL					19,775.00
TML Conference for 7 people: Transportation (\$250), Lodging (\$600), Per Diem (\$250), and Registration (\$345)		7.00	1,445.00		10,115.00
TML Elected Officials Conferences: Transportation (\$350), Lodging (\$630), Registration (\$200), Per Diem (\$200)		7.00	1,380.00		9,660.00
0011010 6209 - DUES & SUBSCRIPTIONS					9,611.00
NCTCOG city membership		1.00	2,327.00		2,327.00
Metroport Cities Partnership		1.00	1,250.00		1,250.00
North Texas Commission		1.00	1,746.00		1,746.00
Texas Municipal League (TML)		1.00	3,438.00		3,438.00
Northeast Leadership Forum		1.00	100.00		100.00
Mayors' Council		1.00	350.00		350.00
International Council of Shopping Centers Mayor \$100, 6 Councilmembers x \$50 = 300		1.00	400.00		400.00
0011010 6226 - MISC. CONTRACTUAL SERVICES					26,240.00
Alliance for Children: Programs/services for abused children		1.00	3,500.00		3,500.00
GRACE: Emergency Services		1.00	7,500.00		7,500.00
Metroport Meals on Wheels (Senior Center program and home deliveries)		1.00	10,000.00		10,000.00
Safe Haven, Tarrant County: programs/services for abused women		1.00	1,000.00		1,000.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P
bgnyrpts **3**

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
		1.00	500.00		500.00
	SNAP (Special Needs Assistance Partners): transportation and other services for individuals with intellectual disabilities				
		1.00	3,740.00		3,740.00
	Colleyville Area Chamber of Commerce agreement (cash component)				
0011010 6294 - COUNCIL EXPENSES					4,270.00
		1.00	500.00		500.00
	Gold Sponsorship for the Northeast Leadership Forum Heart of North Texas Conference				
		1.00	500.00		500.00
	Northeast Tarrant Transportation Summit Sponsorship				
		1.00	300.00		300.00
	Metroport Breakfast (usually host 1 per year)				
		7.00	125.00		875.00
	North Texas Commission Annual Luncheon Tickets				
		14.00	50.00		700.00
	Grapevine/Colleyville Education Foundation Luncheons				
		7.00	60.00		420.00
	NCTCOG General Assembly Tickets				
		7.00	45.00		315.00
	Northeast Leadership Forum Annual Meeting/Luncheon Tickets				
		24.00	10.00		240.00
	Colleyville Chamber of Commerce Board Meetings (monthly) x2				
		14.00	30.00		420.00
	TML Region 8 Quarterly Meetings				
0011010 6298 - COUNCIL CONTINGENCY					104,448.00
		1.00	104,448.00		104,448.00
	Council Contingency				

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P
bgnyrpts
4

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
63	TOTAL CONTRACTUAL SERVICES				164,344.00
63	SUPPLIES				
0011010	6308 - PRINTING				
	Mayor's Letterhead and Envelopes Business Cards for Councilmembers	1.00	200.00		200.00 200.00
0011010	6323 - COUNCIL SUPPLIES				9,745.00
	Council Meals at Council Meetings	24.00	220.00		5,280.00
	Council Holiday Meal, new Council member celebration	1.00	100.00		100.00
	Meals for Worksessions and joint meetings	1.00	1,375.00		1,375.00
	Birthday Cakes	1.00	200.00		200.00
	Proclamation Frames	1.00	550.00		550.00
	Miscellaneous supplies for City Council or City Council functions	1.00	500.00		500.00
	Nameplates for Dais	1.00	60.00		60.00
	Florist- Funerals/Illness	1.00	200.00		200.00
	Vases- Engraved for Outgoing Council	1.00	200.00		200.00
	Photographer for portrait of Mayor and Council	1.00	380.00		380.00
	Beverage service supplies for Council meetings	1.00	800.00		800.00
	Table Cloth Cleaning	1.00	100.00		100.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P
bgnyrpts
5

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	Adopted
				9,945.00
				174,289.00

TOTAL SUPPLIES
 TOTAL COUNCIL

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P
bgnyrpts **6**
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011110	ADMINISTRATION					
61	PERSONNEL SERVICES					
0011110	6101 - SALARIES					443,637.00
0011110	6105 - SALARY SAVINGS					-9,446.00
0011110	6141 - FICA EXPENSE					28,763.00
0011110	6142 - GROUP HEALTH INSURANCE					36,115.00
0011110	6143 - WORKERS' COMPENSATION					1,428.00
0011110	6145 - UNEMPLOYMENT COMPENSATION					828.00
0011110	6146 - RETIREMENT					39,482.00
0011110	6148 - LONGEVITY PAY					2,054.00
0011110	6152 - ACCRUED LEAVE PAY					26,592.00
	TOTAL PERSONNEL SERVICES					569,453.00
62	CONTRACTUAL SERVICES					
0011110	6204 - TRAVEL					7,500.00
	City Manager: International City Management Assoc (ICMA) Conference		1.00	2,000.00		2,000.00
	Strategic Services Manager: International City Management Assoc (ICMA) Conference		1.00	2,000.00		2,000.00
	Deputy City Manager: International City Management Assoc (ICMA) Conference		1.00	2,000.00		2,000.00
	General travel and training to include local mileage reimbursement, luncheons, speakers, and annual UNT MPA Alumni Conference and Luncheon		1.00	1,500.00		1,500.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P
bgnyrpts 7

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011110 6206 - TRAINING					10,000.00
Strategic Services Manager: Spring/Fall GFOAT Conference		1.00	1,500.00		1,500.00
Deputy City Manager- SEI		1.00	8,200.00		8,200.00
Webinars- TML Legislative Updates or Other		1.00	300.00		300.00
0011110 6209 - DUES & SUBSCRIPTIONS					4,870.00
City Manager: ICMA \$1400, TCMA \$502, NTCMA \$65, Northeast Leadership Forum \$100, UMANANT \$40, ICSC \$50, Leadership North Texas Alumni Dues \$75		1.00	2,232.00		2,232.00
Deputy City Manager: \$960 ICMA dues, NTCMA \$65, TCMA \$378		1.00	1,403.00		1,403.00
Strategic Services Manager: ICMA \$200, GFOAT with CGFO and Roundtables \$200, UMANT \$50, Northeast Leadership Forum \$100, NTCMA \$60		1.00	610.00		610.00
GFOA Budget Award Application Fee		1.00	425.00		425.00
American Express Card membership for city credit card		1.00	55.00		55.00
Sam's Club membership		1.00	45.00		45.00
State of Texas Cooperative Purchasing Program annual membership fee		1.00	100.00		100.00
0011110 6226 - MISC. CONTRACTUAL SERVICES					30,050.00
Biennial Citizen/Employee Survey		1.00	15,000.00		15,000.00
Intranet Updates and SharePoint administration		1.00	5,000.00		5,000.00
OpenGov annual fees: \$8,550 for		1.00	10,050.00		10,050.00

TOTAL SUPPLIES	2,175.00
TOTAL ADMINISTRATION	624,048.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P
bgnyrpts **9**

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011210 BUILDING INSPECTION					
61 PERSONNEL SERVICES					
0011210 6101 - SALARIES					293,764.00
0011210 6105 - SALARY SAVINGS					-5,916.00
0011210 6139 - OVERTIME					1,442.00
0011210 6141 - FICA EXPENSE					22,631.00
0011210 6142 - GROUP HEALTH INSURANCE					47,771.00
0011210 6143 - WORKERS' COMPENSATION					1,341.00
0011210 6145 - UNEMPLOYMENT COMPENSATION					1,035.00
0011210 6146 - RETIREMENT					24,732.00
0011210 6148 - LONGEVITY PAY					615.00
62 TOTAL PERSONNEL SERVICES					387,415.00
62 CONTRACTUAL SERVICES					
0011210 6204 - TRAVEL					1,500.00
		1.00	1,500.00		1,500.00
Building Official to attend annual code conference (e.g. ICC Plan Review School) out of state travel and accredited training.					
0011210 6206 - TRAINING					5,425.00
		4.00	90.00		360.00
Field Inspector: State Plumbing Inspectors License (CEU's)					
		4.00	170.00		680.00
Field Inspector: ICC Certification Exam, CEU's					
		3.00	150.00		450.00
Field Inspector: State Irrigators Training					
		3.00	160.00		480.00
Field Inspector & Plans Examiner: Building Professional Institute (BPI) to obtain required CEU's.					
		1.00	340.00		340.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 10
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Building Official: ICC Certification Exams, CEU's		1.00	350.00		350.00
Building Official: TEEX OSSF/Sanitarian Required CEU's		1.00	90.00		90.00
Building Official: State Plumbing Inspectors License Required CEU's		1.00	160.00		160.00
Building Official: Building Professional Institute (BPI) CEU's		1.00	75.00		75.00
Building Official: State Required Electrical License CEU's		1.00	90.00		90.00
Building Official: Required State HVAC License CEU's		1.00	90.00		90.00
Building Official: State Irrigators Training CEU's		1.00	450.00		450.00
Building Official: Texas RAS-Accessibility Specialist Training CEU's		1.00	160.00		160.00
Permit Clerk: Training		1.00	250.00		250.00
Building Official: Training on the 2014 National Electrical Code		1.00	350.00		350.00
Building Inspector: Required Training For Plan Review. State Requirement That All Med/Gas Plan Review And Inspection Be Performed By A Licensed Plumbing Inspector and Have Applicable Irrigation Knowledge.		1.00	450.00		450.00
Field Inspector: Fire Sprinkler System Training. State Requires That All Irrigation Inspections Be Performed By a Licensed Plumbing Inspector.		1.00	600.00		600.00
Plans Examiner-Inspector, annual Building Officials of Texas Conference (TML-BOAT), travel-training expenses					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 11
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

included.

VENDOR QUANTITY UNIT COST 2017 Adopted

0011210 6209 - DUES & SUBSCRIPTIONS

1.00 106.00 1,730.00
 106.00

Building Official: Texas
 Department of Health; Code
 Enforcement Officers License
 Renewal.

1.00 75.00 75.00

Building Official: Texas State
 Board of Plumbing Examiners:
 Plumbing Inspectors License
 Renewal

1.00 111.00 111.00

Building Official: State of
 Texas On-Site Sewage Facilities
 (OSSF) License Renewal

1.00 250.00 250.00

Building Official: State of
 Texas Registered Accessibility
 Specialist (RAS) Registration
 Renewal

1.00 150.00 150.00

Building Official: State of
 Texas Sanitarian License
 Renewal

1.00 100.00 100.00

Building Official:
 International Code Council
 (ICC) Annual Membership Dues

1.00 50.00 50.00

Building Official: Building
 Officials of Texas (TML-BOAT)
 Annual Membership Dues

1.00 35.00 35.00

Building Official: North Texas
 Chapter of The International
 Code Council (NTICC) Annual
 Membership Dues

1.00 30.00 30.00

Building Official: The Code
 Enforcement Association of
 Texas (CEAT) Annual Membership

1.00 40.00 40.00

Building Official: The
 International Association of
 Electrical Inspectors Annual
 Membership

1.00 40.00 40.00

Building Official: The Texas
 Environmental Health
 Association (TEHA) Annual

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 12
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Membership Dues.		3.00	75.00		225.00
Field Inspectors and Plans Examiner: Texas State Board of Plumbing Examiners, Plumbing Inspectors License Renewal		1.00	50.00		50.00
Field Inspector: The Building Officials of Texas (BOAT) Annual Membership Dues		3.00	106.00		318.00
2 Field Inspectors & Plans Examiner: The Texas Department of Health; Code Enforcement Officers License Renewal		2.00	35.00		70.00
Field Inspector: The North Texas Chapter of The International Code Council (NTICC) Annual Membership Dues		2.00	40.00		80.00
Field inspector: The International Association of Electrical Inspectors (IAEI) Annual Membership Dues					
0011210 6240 - CELL PHONES		2.00	444.00		888.00
2 Field Inspectors: Service for City issued cell phones					888.00
0011210 6261 - VEHICLE MAINTENANCE		3.00	1,000.00		3,000.00
Vehicle Maintenance for F150s (unit #902, 903, 904)					3,000.00
0011210 6262 - GAS AND OIL		1.00	3,000.00		3,000.00
Fuel					3,000.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 13
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
TOTAL CONTRACTUAL SERVICES					15,543.00
63	SUPPLIES				
0011210	6301 - OFFICE SUPPLIES				678.00
0011210	6303 - OPERATING SUPPLIES				265.00
	Copier Paper	1.00	245.00		245.00
	First Aid Supplies	1.00	20.00		20.00
0011210	6305 - UNIFORMS				1,220.00
	Gloves	3.00	10.00		30.00
	Shirts	4.00	150.00		600.00
	Hats	3.00	30.00		90.00
	Jeans	4.00	50.00		200.00
	Coats	4.00	75.00		300.00
0011210	6308 - PRINTING				920.00
	Building Permit Application-Residential	1.00	50.00		50.00
	Building Permit Applications-Commercial	1.00	15.00		15.00
	Business Cards	1.00	80.00		80.00
	Building Permit Application-Misc Construction	1.00	50.00		50.00
	Field Inspection Forms	1.00	20.00		20.00
	Correction Notices	1.00	25.00		25.00
	Impact Printer Paper Inspection Results Tickets	1.00	200.00		200.00
	Stationary: Letterhead	1.00	40.00		40.00
	Stationary; Envelopes	1.00	40.00		40.00
	Professionally Printed Inspection Tags Are Still Preferred By Many of Our	2.00	150.00		300.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 14
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Building Contractors For Their Records (Opposed To Electronic Notices). Green = pass, Red = fail		1.00	100.00		100.00
Forms & Applications					
0011210 6313 - SMALL TOOLS		2.00	26.00		250.00
Tape Measure		2.00	17.00		52.00
Flashlight Batteries		2.00	4.00		34.00
Flash Light Lamps		2.00	25.00		8.00
Flash Lights		2.00	22.00		50.00
Screw Drivers		2.00	31.00		44.00
Small Levels					62.00
0011210 6326 - SAFETY EQUIPMENT/SUPPLIES		3.00	100.00		750.00
Miscellaneous Safety Items (e.g. Sunblock, Safety Glasses, etc)		3.00	150.00		300.00
Boots					450.00
TOTAL SUPPLIES					4,083.00
TOTAL BUILDING INSPECTION					407,041.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 15
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011310	ECONOMIC DEVELOPMENT					
61	PERSONNEL SERVICES					
0011310	6101 - SALARIES					129,000.00
0011310	6105 - SALARY SAVINGS					-2,580.00
0011310	6141 - FICA EXPENSE					8,698.00
0011310	6142 - GROUP HEALTH INSURANCE					9,554.00
0011310	6143 - WORKERS' COMPENSATION					390.00
0011310	6145 - UNEMPLOYMENT COMPENSATION					207.00
0011310	6146 - RETIREMENT					10,784.00
62	TOTAL PERSONNEL SERVICES					156,053.00
	CONTRACTUAL SERVICES					
0011310	6204 - TRAVEL					3,100.00
	ICSC Annual Conference (RECon)		1.00	2,400.00		2,400.00
	Director					
	Annual event to market Colleyville to developers as well as retail and restaurant prospects.					
	ICSC Texas Conference & Dealmaking		1.00	500.00		500.00
	Director					
	Promote Colleyville at the largest marketing opportunity within the region.					
	ICSC Regional Meetings		1.00	200.00		200.00
	Director					
	Other opportunities to market and promote Colleyville for retail and restaurant development and redevelopment.					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 16
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011310 6206 - TRAINING					2,700.00
		1.00	2,100.00		2,100.00
IEDC or APA National Conference Director					
		1.00	600.00		600.00
TEDC Fall or Spring Conference Director					
0011310 6209 - DUES & SUBSCRIPTIONS					3,645.00
		1.00	385.00		385.00
IEDC Dues ED Director					
Dues for membership in the International Economic Development Council					
		1.00	275.00		275.00
TEDC Dues Director					
Dues for membership in the Texas Economic Development Council					
		1.00	100.00		100.00
ICSC Dues Director					
Membership dues for the International Council of Shopping Centers					
		1.00	300.00		300.00
NTCAR Dues Director (Full Membership)					
		1.00	100.00		100.00
Northeast Leadership Forum Director					
		1.00	125.00		125.00
Fort Worth Business Weekly publication					
Subscription to Tarrant County's weekly business publication.					
		1.00	100.00		100.00
Dallas Business Journal Greater Dallas' weekly business periodical.					
		1.00	705.00		705.00
I-Communities - NTCAR (split between ED & Communications) Needed for City web page data					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 17
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
		1.00	650.00		650.00
	Metrotex Association of Realtors				
	MLS Access				
	Membership fee for MLS access				
		1.00	785.00		785.00
	DFW Tourism Council				
	City Membership				
		1.00	120.00		120.00
	CIB List Subscription				
	Online Real Estate				
0011310 6226 - MISC. CONTRACTUAL SERVICES					15,780.00
		1.00	10,540.00		10,540.00
	CoStar subscription (access to commercial real estate information) Expanded to include all of North Texas; important for use in responding to leads found on CIB List and to provide in meeting with prospects or existing businesses considering relocation.				
		1.00	120.00		120.00
	Websites - Hosting Fee for CloseBuy Cost to maintain hosting of www.colleyvilleclosebuy.com				
		1.00	120.00		120.00
	Websites - Hosting fee for ColleyvilleED.com Hosting fees to maintain www.ColleyvilleED.com				
		1.00	5,000.00		5,000.00
	Contract Work				
	studies, quarterly newsletter design/prep, CloseBuy C card flyers, BISNOW events				
	Marketing collateral				

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 18
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011310 6236 - ADVERTISING

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
		1.00	700.00		15,650.00 700.00
DBU Business Seminars - Cosponsorship Cost of co-sponsoring annual Dallas Baptist University Business Leadership Seminars with the City of Hurst					
		1.00	1,000.00		1,000.00
Colleyville ExChange Hosting Expenses		1.00	1,500.00		1,500.00
ICSC Texas Conference Booth Exhibition Costs for booth, supplies, electric, carpet, attendee registrations, promotional items and printing etc. to set up and operate exhibit space at annual ICSC Texas Conference & Deal Making					
		1.00	10,000.00		10,000.00
Ads in Texas RE Businss & Shop Ctr Bus in assoc w/ICSC conferences Advertising		1.00	1,450.00		1,450.00
Prospect lunches/dinners, DBJ & FWB events Director, Expansion & Development Reimbursement costs for Department meals with prospects, existing business owners and operators, developers, architects, engineers, and others working to invest or maintain business here in Colleyville.					
		1.00	1,000.00		1,000.00
Registration, costs to participate in annual North Texas Commercial Association of Realtors (NETCAR) Expo in Dallas. Booth, electric, attendee registration, promotional items and event printing.					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 19
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
63 TOTAL CONTRACTUAL SERVICES					40,875.00
63 SUPPLIES					
0011310 6301 - OFFICE SUPPLIES					650.00
0011310 6303 - OPERATING SUPPLIES					550.00
Copier Paper		1.00	150.00		150.00
Copier Supplies					
Cups, plates, beverages, food, etc.		1.00	250.00		250.00
Meeting Supplies, Food					
For various focus groups, meetings with Chamber and/or SCORE reps, etc.					
Paper (slick for reports, brochures)		1.00	150.00		150.00
Color copier supplies					
Needed for presentations and meetings.					
0011310 6308 - PRINTING					1,700.00
Letterhead, envelopes, business cards		1.00	200.00		200.00
Printing					
Colleyville brochures and reprints		1.00	1,500.00		1,500.00
Printing					
TOTAL SUPPLIES					2,900.00
TOTAL ECONOMIC DEVELOPMENT					199,828.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 20
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011410 CITY SECRETARY					
61 PERSONNEL SERVICES					
0011410 6101 - SALARIES					145,865.00
0011410 6105 - SALARY SAVINGS					-3,030.00
0011410 6141 - FICA EXPENSE					11,591.00
0011410 6142 - GROUP HEALTH INSURANCE					19,108.00
0011410 6143 - WORKERS' COMPENSATION					458.00
0011410 6145 - UNEMPLOYMENT COMPENSATION					414.00
0011410 6146 - RETIREMENT					12,667.00
0011410 6148 - LONGEVITY PAY					2,820.00
0011410 6152 - ACCRUED LEAVE PAY					2,830.00
62 TOTAL PERSONNEL SERVICES					192,723.00
62 CONTRACTUAL SERVICES					
0011410 6204 - TRAVEL					1,040.00
		4.00	50.00		200.00
ATHENIAN DIALOGUES - CITY SECRETARY					
These dialogues count toward the City Secretary's recertification of the Texas Registered Municipal Clerk Certification					
		12.00	20.00		240.00
MONTHLY NTMCA MTG/LUNCHEON - City Secretary & Asst. City Secretary					
This due allows the CSO to keep a network of professional resources available to help with the operations of this office.					
		1.00	500.00		500.00
MILEAGE - ASST CITY SECRETARY					
This item allows for the City Secretary and Asst. City Secretary to participate in the NTMCA activities					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 21
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
		4.00	25.00		100.00
	Quarterly Women Leading Government Luncheons				
0011410 6206 - TRAINING					2,600.00
		1.00	300.00		300.00
	ELECTION LAW SEMINAR (Jan 25-27, 2017) - City Secretary				
	Seminar - TBD - City Secretary	1.00	300.00		300.00
	Legislative Update Seminar - San Marcos - Aug. 17-18, 2017 - City Secretary	1.00	700.00		700.00
	Graduate Institute - Galveston - Oct. 27-28, 2016 - City Secretary	1.00	900.00		900.00
	LASERFICHE REGIONAL TRAINING, DALLAS - City Secretary & Asst. City Secretary	1.00	400.00		400.00
0011410 6209 - DUES & SUBSCRIPTIONS					285.00
	TX MUNICIPAL LAW & PROCEDURE MANUAL SUPPLEMENT This item ensures the CSO has resources available to reference Texas Municipal Laws and Procedures via a manual provided for by the Texas Municipal Clerks Association.	1.00	45.00		45.00
	TEXAS MUNICIPAL CLERKS ASSOCIATION - City Secretary & Asst. City Secretary This due allows the CSO to keep a network of professional resources available to help with the operations of this office.	2.00	90.00		180.00
	NORTH TEXAS MUNICIPAL CLERKS ASSN. - City Secretary & Asst. City Secretary This due allows the CSO to	2.00	30.00		60.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 22
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
keep a network of professional resources available to help with the operations of this office.					
0011410 6215 - ELECTION EXPENSES					
ALL ELECTIONS - (MAYOR/COUNCIL, RUN-OFF, OR SPECIAL ELECTIONS IN NOVEMBER)		1.00	7,000.00		7,060.00 7,000.00
We have a strong relationship with Tarrant County Elections Administration to conduct efficient elections by utilizing this contractual agreement.					
SUPPLEMENT TX ELECTION LAW & PROCEDURE MANUAL		1.00	60.00		60.00
This supplement is provided by the Texas Municipal Clerks Association and it provides all laws & procedures relative to Texas elections. The cost of this manual usually increases each year.					
0011410 6226 - MISC. CONTRACTUAL SERVICES					
ANNUAL CONTRACT FOR OFF-SITE RECORD STORAGE		1.00	5,000.00		6,700.00 5,000.00
The contract for off-site records storage allows for the CSO to provide access to public documents.					
RECORD DESTRUCTION FEES		1.00	1,700.00		1,700.00
By continuing to digitize documents to Laserfiche, the number of stored documents in off-site storage is reduced by records destruction; however, this increase in scanning has increased the record destruction fees.					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 23
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011410 6231 - LEGAL ADVERTISING					
LEGAL ADS - ORDINANCES/TAX INFO/ETC.		1.00	2,500.00		2,500.00
CSO supports all departments with publication of all ordinances. This promptly and accurately delivers information of government actions.					
0011410 6237 - CODIFICATION					
CODE BOOK UPDATES - SUPPLEMENTS		1.00	2,900.00		3,500.00
CODES ON MCC WEBSITE - CITY WEBSITE LINK TO MCC		1.00	600.00		2,900.00
Promptly and accurately delivers information of government actions by the codification of ordinances.					600.00
0011410 6245 - EQUIPMENT RENTAL					
POSTAGE MACHINE ANNUAL LEASE		12.00	250.00		3,000.00
0011410 6293 - COMMITTEE EXPENSE					
PLAQUES FOR OUTGOING BCC MEMBERS		1.00	175.00		1,421.00
Provides recognition to all board, commission, and committee members					175.00
REFRESHMENTS FOR MISC. MEETINGS		1.00	100.00		100.00
Assistance with board, commission, and committee meeting preparation					
CITY COUNCIL PICTURE FRAME IN LOBBY		1.00	500.00		500.00
NAME TAGS		16.00	6.00		96.00
		1.00	500.00		500.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 24
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011410 6295 - SPECIAL PROJ/CONTRIBUTION					
EVENING APPRECIATION RECEPTION for Board, Commission, and Committee members		1.00	50.00		50.00
CERTIFICATES FOR BCC APPRECIATION					
0011410 6295 - SPECIAL PROJ/CONTRIBUTION		1.00	800.00		800.00
SHREDDER for CLEAN SWEEP The Clean Sweep event allows this office to utilize an additional shredding resource to offset our contractual destruction services with Safesite.					800.00
63 TOTAL CONTRACTUAL SERVICES					28,906.00
63 SUPPLIES					
0011410 6301 - OFFICE SUPPLIES					300.00
0011410 6302 - POSTAGE					700.00
CITY MAIL PERMIT FEE		1.00	250.00		250.00
CITY BUSINESS REPLY MAIL PERMIT FEE		1.00	250.00		250.00
CERTIFIED MAIL FOR ALCOHOL RELATED MAILINGS		1.00	200.00		200.00
0011410 6303 - OPERATING SUPPLIES					1,805.00
COPIER SUPPLIES (PAPER)		1.00	925.00		925.00
MINUTE BOOK PAPER Colleyville offers digital copies of minutes and secures (1) original copy in a minute book binder.		3.00	50.00		150.00
MINUTE BOOKS		2.00	180.00		360.00
POSTAGE MACHINE SUPPLIES (LABLES/SOLUTION)		1.00	200.00		200.00
		1.00	50.00		50.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 25
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
MEETING SUPPLIES (FOAM BOARDS/TAPE/ADHESIVE/ETC.)		1.00	50.00		50.00
STORAGE BOXES Although the scanning of documents has increased, and the storage of documents will continue to decrease, all documents must be stored in specific boxes per the off-site storage facility requirements.		1.00	50.00		50.00
KITCHEN SUPPLIES (FOIL/BAGGIES/SARAN WRAP/BAGS)		1.00	20.00		20.00
Dusting spray, cleaning cloths, etc.					
0011410 6308 - PRINTING		1.00	22.00		47.00
LETTERHEAD - 3000 STATIONERY		1.00	25.00		22.00
ENVELOPES - STATIONERY					25.00
TOTAL SUPPLIES					2,852.00
TOTAL CITY SECRETARY					224,481.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 26
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011510	FINANCE					
61	PERSONNEL SERVICES					
0011510	6101 - SALARIES					291,762.00
0011510	6105 - SALARY SAVINGS					-5,949.00
0011510	6139 - OVERTIME					487.00
0011510	6141 - FICA EXPENSE					22,754.00
0011510	6142 - GROUP HEALTH INSURANCE					38,216.00
0011510	6143 - WORKERS' COMPENSATION					899.00
0011510	6145 - UNEMPLOYMENT COMPENSATION					828.00
0011510	6146 - RETIREMENT					24,866.00
0011510	6148 - LONGEVITY PAY					2,535.00
0011510	6152 - ACCRUED LEAVE PAY					2,653.00
	TOTAL PERSONNEL SERVICES					379,051.00
62	CONTRACTUAL SERVICES					
0011510	6204 - TRAVEL					4,400.00
	2 finance employees - Tyler Technologies Conference 2017		2.00	2,000.00		4,000.00
	Additional Training - Texas Munis Group / American Payroll Institute		1.00	300.00		300.00
	Women Leading Government - Accounting Manager		1.00	100.00		100.00
0011510	6206 - TRAINING					4,000.00
	AMERICAN PAYROLL INSTITUTE - payroll conference		1.00	750.00		750.00
	CRYSTALLUS - 1099 Seminar		1.00	500.00		500.00
	Emerging Finance Directors Roundtable - CFO		1.00	1,000.00		1,000.00
	GFOAT - Spring Conference 2017		1.00	1,250.00		1,250.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 27
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
- AUSTIN		1.00	500.00		500.00
GFOAT - Fall Conference 2017 - ARLINGTON					
0011510 6209 - DUES & SUBSCRIPTIONS		1.00	128.00		1,283.00
GFOAT/TML - Dues & NCTCOG roundtable - CFO		1.00	128.00		128.00
GFOAT/TML - Dues & NCTCOG roundtable - Accounting Manager		1.00	275.00		275.00
AMERICAN PAYROLL ASSOC - Accounting Manager		1.00	100.00		100.00
TX BLD & COOP COMMISSION - purchasing - Accounting Manager & AP Clerk		1.00	250.00		250.00
GFOA - CFO		1.00	75.00		75.00
TX STATE BOARD OF PUBLIC ACCOUNTANCY - CFO		1.00	100.00		100.00
NOTARY DUES - Clerk		1.00	99.00		99.00
OTHER - AS NEEDED		1.00	128.00		128.00
GFOAT dues & regional roundtables - New accountant					
0011510 6221 - AUDIT		1.00	14,213.00		14,438.00
PATTILLO, BROWN, & HILL - Audit Fee split between Utility, Drainage, CCCPD & CEDC		1.00	225.00		225.00
GFOA - Review Fee for CAFR award (split 50/50 with Utility Fund)					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 28
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011510 6222 - TAX COLLECTION/ASSESSING		1.00	89,233.00		116,733.00 89,233.00
TARRANT APPRAISAL DISTRICT - annual fee for property appraisals		1.00	27,500.00		27,500.00
GCISD Tax office - property tax collection services					
0011510 6231 - LEGAL ADVERTISING		1.00	179.00		179.00 179.00
FT WORTH STAR TELEGRAM - Ads for unclaimed property / bid advertisement					
0011510 6233 - BANK SERVICE CHARGES		1.00	1,500.00		3,000.00 1,500.00
WELLS FARGO - 30% split w/Utility Fund - check clearing/deposit posting		1.00	1,500.00		1,500.00
Courier service for bank deposits (30% share - balance to Utility Fund)					
63 TOTAL CONTRACTUAL SERVICES					144,033.00
63 SUPPLIES					
0011510 6301 - OFFICE SUPPLIES					1,469.00
0011510 6303 - OPERATING SUPPLIES		1.00	1,878.00		2,303.00 1,878.00
TYLER TECHNOLOGIES- signature key for check processing		1.00	275.00		275.00
TYLER BUSINESS FORMS (W-2 forms)		1.00	150.00		150.00
CPI ONE POINT (copy paper)					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 29
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011510 6308 - PRINTING					1,500.00
PRINTING SYSTEMS INC - AP check stock		1.00	625.00		625.00
STEVE STRANGE - receipt books		1.00	525.00		525.00
TYLER BUSINESS FORMS - tax forms and envelopes		1.00	300.00		300.00
WELLS FARGO - deposit slips		1.00	50.00		50.00
0011510 6360 - MINOR OPERATING OUTLAY					1,450.00
FY 2017 one-time cost: laptop for new accountant		1.00	1,450.00		1,450.00
TOTAL SUPPLIES					6,722.00
TOTAL FINANCE					529,806.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 30
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0011610 LEGAL

62 CONTRACTUAL SERVICES

0011610 6216 - LEGAL COUNCIL & SERVICES

Membership for Oncor Cities
 Steering Committee

Membership for Atmos Cities
 Steering Committee

Legal representation on
 utilities or telecom issues
 (Clarence West)

City Attorney services:
 attendance at Council meetings,
 legal counsel, representation,
 litigation

Bench Trials- City Prosecutor

Bench Trials- Jury Prosecutor

VENDOR	QUANTITY	UNIT COST	2017	Adopted
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	1.00	2,750.00		200,000.00 2,750.00
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	1.00	1,200.00		1,200.00
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	1.00	1,983.00		1,983.00
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	1.00	182,107.00		182,107.00
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	1.00	9,720.00		9,720.00
--	------	----------	--	----------

	1.00	2,240.00		2,240.00
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TOTAL CONTRACTUAL SERVICES
 TOTAL LEGAL

200,000.00
 200,000.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 31
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011710	LIBRARY					
61	PERSONNEL SERVICES					
0011710	6101 - SALARIES					537,447.00
0011710	6102 - TEMPORARY HELP					1,500.00
0011710	6105 - SALARY SAVINGS					-10,964.00
0011710	6141 - FICA EXPENSE					40,709.00
0011710	6142 - GROUP HEALTH INSURANCE					47,771.00
0011710	6143 - WORKERS' COMPENSATION					1,832.00
0011710	6145 - UNEMPLOYMENT COMPENSATION					3,519.00
0011710	6146 - RETIREMENT					45,704.00
0011710	6148 - LONGEVITY PAY					3,645.00
0011710	6152 - ACCRUED LEAVE PAY					5,602.00
	TOTAL PERSONNEL SERVICES					676,765.00
62	CONTRACTUAL SERVICES					
0011710	6204 - TRAVEL					2,600.00
	Library Solution Annual Conference for Librarian - November 5-8, 2017 - Louisville, KY		1.00	1,300.00		1,300.00
	Texas Library Association Conference for Librarian - April 25-28, 2017 - San Antonio, TX		1.00	1,300.00		1,300.00
0011710	6206 - TRAINING					3,900.00
	Various Workshops for Library Director (State Mandated)		1.00	100.00		100.00
	Various Workshops for Circ/Tech Librarian (Professional Development)		1.00	100.00		100.00
	Various Workshops for Youth Librarian (Professional		1.00	100.00		100.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 32
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Development)		1.00	100.00		100.00
Various Workshops for Adult Librarian (Professional Development)		1.00	100.00		100.00
Various Workshops for Other Staff (Professional Development)		2.00	1,700.00		3,400.00
Public Library Association Conference for Library Director (Certification Required) and Librarian - (held every 2 years) - March 20-24, 2018 - Philadelphia, PA or Texas Library Association (TLA) - April 25-28, 2017 - San Antonio, TX					
0011710 6207 - PRE-EMPLOYMENT					245.00
0011710 6209 - DUES & SUBSCRIPTIONS					1,442.00
Texas Library Association Membership for Library Director		1.00	170.00		170.00
PLANT Dues for Library Director		1.00	35.00		35.00
American Library Association Membership for Adult Services Librarian		1.00	209.00		209.00
Texas Library Association Membership for Adult Services Librarian		1.00	145.00		145.00
American Library Association Membership for Circ/Computer Librarian		1.00	137.00		137.00
Texas Library Association Membership for Circ/Computer Librarian		1.00	145.00		145.00
American Library Association Membership for Youth Services Librarian		1.00	137.00		137.00
Texas Library Association Membership for Youth Services Librarian		1.00	145.00		145.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 33
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
American Library Association		1.00	209.00		209.00
Membership for Library Director					
Sams Club/Costco Memberships		1.00	110.00		110.00
0011710 6226 - MISC. CONTRACTUAL SERVICES					29,512.00
3-M 895 RFID Staff		4.00	391.00		1,564.00
Workstation (Upgraded 1/2012)					
Service Agreement (11/1/2016 - 10/31/2017)					
3-M 7410F SelfCheck (Upgraded V to R 2/12)		4.00	2,010.00		8,040.00
Service Agreement (11/1/2016 - 10/31/2017)					
3-M 2820 AMH Induction (Indoor Return) Service Agreement (11/1/2016 - 10/31/2017)		1.00	3,904.00		3,904.00
3-M 2840 SL AMH Sortation (Indoor Return) Service Agreement (11/1/2016 - 10/31/2017)		1.00	1,030.00		1,030.00
3-M 9102DM Detection System (Upgraded 2/12) Service Agreement (11/1/2016 - 10/31/2017)		1.00	1,414.00		1,414.00
Vision Database ID System Service Agreement (1/01/2017 - 12/31/2017)		1.00	2,320.00		2,320.00
Coin Copiers - (2) Readers (\$125 ea) Service Agreement (10/16/2016 - 10/15/2017)		1.00	250.00		250.00
Coin Copiers - (1) Reader for copier Service Agreement (10/16/2016 - 10/15/2017)		1.00	110.00		110.00
Coin Copiers - Dispensor/Encoder Service Agreement (10/16/2016 - 10/15/2017)		1.00	490.00		490.00
DiscChek for DVDs/CDs Service Agreement		1.00	325.00		325.00
		1.00	456.00		456.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 34
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Movie Licensing USA For Library Programs to Show Movies (4/4/17 - 4/3/18)		1.00	190.00		190.00
Motion Picture Licensing Corporation (MPLC) For Library Programs to Show Movies (5/1/17 - 4/30/18)		1.00	345.00		345.00
Volunteer Squared Software Licensing For Library Volunteer Scheduling (5/22/17 - 5/21/18)		1.00	920.00		920.00
Event Keeper Standard/EK Rooms Software Library Online Event Calendar/Meeting Room Scheduler 9/10/17 - 9/9/18		1.00	250.00		250.00
Reciprocal Borrowing Payments For Lost Materials from Other Libraries		1.00	2,702.00		2,702.00
Trans-Amigos Express Courier service offering low-cost, rapid pickup and delivery of ILL items among participating libraries - 2 days a week - to offset postage for mailing materials (Renew 10/01/16) (This item is pending partial State funding)		1.00	1,030.00		1,030.00
3-M 2840 SL AMH Sortation (Outdoor Return) Service Agreement (11/1/16 - 10/31/17)					
Service Agreement (07/28/2011 - 7/27/2016) (Paid 5 years) expires 7/27/16		1.00	4,172.00		4,172.00
3-M 2822 AMH Induction (Outdoor Return) Service Agreement (11/1/16 - 10/31/17)					
Service Agreement (07/28/2011 - 7/27/2016) (Paid 5 Years) expires 7/27/2016					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 35
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011710 6246 - OFFICE EQUIP & MAINTENANCE		1.00	568.00		568.00
Laminator Maintenance Agreement (5/2/17-5/1/18)					
63 TOTAL CONTRACTUAL SERVICES					38,267.00
63 SUPPLIES					
0011710 6301 - OFFICE SUPPLIES					2,500.00
0011710 6302 - POSTAGE		2.00	60.00		120.00
FedEx/Overnight 2 X \$60.00 each					120.00
0011710 6303 - OPERATING SUPPLIES					6,551.00
Miscellaneous Supplies		1.00	900.00		900.00
Laminator film 4 rolls X \$43.00 each		4.00	43.00		172.00
Program Supplies - Volunteer Appreciation		1.00	1,000.00		1,000.00
DiscCheck Eco-Junior Cleaning Supplies- Cleaning pads, cleaning solution, etc.		1.00	526.00		526.00
Patron Cards 3,060 Est. \$0.50 each		3,060.00	.50		1,530.00
Coin Copier Cards 500 X \$.50 each		500.00	.50		250.00
Evolis Primacy Library Card Printer- Cleaning Supplies: Regular Cleaning Kits Advanced Cleaning Kits		1.00	90.00		90.00
Evolis Primacy Library Card Printer- YMCKOK 3,060 Cards (17 ribbons @\$58 each)		17.00	58.00		986.00
Epson Receipt Printer - M188B (1) Drive-Up Window		1.00	59.00		59.00
Thermal Receipt Paper - 50 rolls/box (1 box @ \$59 each)		4.00	59.00		236.00
Epson Receipt Printers M253A					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 36
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
(3) Circ & Lead Desks					
Thermal Receipt Paper - 50 rolls/box (4 boxes @ \$59 each)		1.00	136.00		136.00
3-M Drive Up Automated Check In- 6" Roll \$34 roll/case of 4- 1 case @ \$136 each 3M 75470031719		1.00	136.00		136.00
3-M Indoor Automated Check In 6" Roll \$34 roll/case of 4 1 case@ \$136 each 3M 75470031719		2.00	63.00		126.00
Ithaca iTherm 280 Hold Receipt Printer (3M Sorters) (2) 5"roll/8 rolls box (2 boxes@ \$63 each) 3M 05113189780		3.00	63.00		189.00
3-M Self Checkout - Receipt Paper (5410) 5"roll/8 rolls box (3 boxes@ \$63 each) 3M 05113189780		2.00	72.00		144.00
Brother HL-2140 - Cataloging Label Printer- TN-360 (2 @\$72 each) Staples		1.00	71.00		71.00
Brother Intellifax 4100e- TN-430 (1@ \$71 each) Staples					
0011710 6308 - PRINTING		1.00	350.00		500.00 350.00
Signs/Bookmarks/Name Badges/Business Cards		1.00	50.00		50.00
Library Letterhead		1.00	50.00		50.00
Library Envelopes		1.00	50.00		50.00
Mailing Labels					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 37
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	Adopted
				9,671.00
				724,703.00

TOTAL SUPPLIES
 TOTAL LIBRARY

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 38
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011810	ENG PROF SVCS					
61	PERSONNEL SERVICES					
0011810	6101 - SALARIES					238,042.00
0011810	6105 - SALARY SAVINGS					-4,992.00
0011810	6139 - OVERTIME					7,134.00
0011810	6141 - FICA EXPENSE					19,395.00
0011810	6142 - GROUP HEALTH INSURANCE					26,274.00
0011810	6143 - WORKERS' COMPENSATION					1,057.00
0011810	6145 - UNEMPLOYMENT COMPENSATION					569.00
0011810	6146 - RETIREMENT					20,864.00
0011810	6147 - INCENTIVE PAY					240.00
0011810	6148 - LONGEVITY PAY					825.00
0011810	6152 - ACCRUED LEAVE PAY					3,358.00
	TOTAL PERSONNEL SERVICES					312,766.00
62	CONTRACTUAL SERVICES					
0011810	6204 - TRAVEL					10,170.00
	Construction Management Misc Training		1.00	2,500.00		2,500.00
	ArcGIS Training (GIS Mgmt Specialist)		1.00	1,070.00		1,070.00
	Certified Public Manager (City Engineer)		1.00	4,200.00		4,200.00
	APWA Conference (PW Director)		1.00	2,400.00		2,400.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P **39**
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

0011810 6206 - TRAINING

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	1.00	500.00		5,840.00 500.00
CFM Training (City Engineer)	1.00	400.00		400.00
TPWA Local Training Functions (Engineering Staff)	1.00	290.00		290.00
Texas Water Laws and Regulations (City Engineer)	1.00	400.00		400.00
Water/Sewer License Renewal Course (Construction Manager)	1.00	1,250.00		1,250.00
TFMA Conference (Development Engineer)	1.00	1,000.00		1,000.00
TPWA Short Course (PW Director)	1.00	500.00		500.00
CFM Training (Development Engineer)	1.00	1,500.00		1,500.00
Texas Society of Professional Engineers (City Engineer)				

0011810 6209 - DUES & SUBSCRIPTIONS

P.E. License Renewal (PW Director, City Engineer, Development Engineer)	3.00	40.00		3,940.00 120.00
APWA (PW Director, City Engineer, Development Engineer, Construction Manager (2))	5.00	175.00		875.00
Texas Floodplain Managers' Association (PW Director, City Engineer, Development Engineer)	3.00	90.00		270.00
Regional Public Works Program (1/2 Cost)	1.00	2,363.00		2,363.00
Texas Society of Professional Engineers (City Engineer)	1.00	312.00		312.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 40
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011810 6223 - ENGINEERING SERVICES		1.00	22,219.00		22,219.00
Miscellaneous Engineering Services Contracts					
0011810 6225 - COMPUTER SERVICES		1.00	700.00		3,200.00
Autocad					
		1.00	2,500.00		700.00
StreetSaver					
0011810 6226 - MISC. CONTRACTUAL SERVICES		1.00	935.00		86,635.00
Networkfleet GPS Monitoring					
		1.00	50,000.00		935.00
Construction Materials Testing					
		1.00	25,000.00		50,000.00
Mosquito Spraying					
		1.00	10,700.00		25,000.00
Tree Trimming and Irrigation					
Contract to have professionals address tree trimming or irrigation needs related to Public Works projects					
		1.00	.00		10,700.00
ILA with Grapevine for maintenance of signals along SH26 at the John McCain and Longwood intersections					
		1.00	.00		.00
Pavement Condition Assessment (50,000.00 to be paid from Strategic Initiatives Fund)					
0011810 6231 - LEGAL ADVERTISING					423.00
0011810 6235 - FILING FEE					500.00
0011810 6261 - VEHICLE MAINTENANCE		1.00	2,250.00		2,250.00
Vehicles 335, 718, 719, 728					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 41
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011810 6262 - GAS AND OIL					6,300.00
63 TOTAL CONTRACTUAL SERVICES					141,477.00
63 SUPPLIES					
0011810 6301 - OFFICE SUPPLIES					1,250.00
0011810 6303 - OPERATING SUPPLIES					750.00
0011810 6305 - UNIFORMS					750.00
Shirts (Engineering Staff)		1.00	500.00		500.00
Uniforms (Construction Mgmt)		1.00	250.00		250.00
0011810 6308 - PRINTING					380.00
0011810 6313 - SMALL TOOLS					1,150.00
Small tools for engineering and Construction Management Staff		1.00	1,150.00		1,150.00
0011810 6326 - SAFETY EQUIPMENT/SUPPLIES					450.00
TOTAL SUPPLIES					4,730.00
TOTAL ENG PROF SVCS					458,973.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 42
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011910	COMM DEV P&Z					
61	PERSONNEL SERVICES					
0011910	6101 - SALARIES					276,803.00
0011910	6105 - SALARY SAVINGS					-5,536.00
0011910	6141 - FICA EXPENSE					21,175.00
0011910	6142 - GROUP HEALTH INSURANCE					38,216.00
0011910	6143 - WORKERS' COMPENSATION					1,059.00
0011910	6145 - UNEMPLOYMENT COMPENSATION					828.00
0011910	6146 - RETIREMENT					23,140.00
	TOTAL PERSONNEL SERVICES					355,685.00
62	CONTRACTUAL SERVICES					
0011910	6206 - TRAINING					6,000.00
	Texas APA Conference (Director)		1.00	1,000.00		1,000.00
	General Training, AICP certification requirements		1.00	3,000.00		3,000.00
	Additional general training funds for staff and the Planning and Zoning Commission.		1.00	2,000.00		2,000.00
0011910	6209 - DUES & SUBSCRIPTIONS					1,300.00
	American Institute of Certified Planners - CD Director & Principal Planner		2.00	500.00		1,000.00
	American Planning Association - Principal Planner		1.00	300.00		300.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 43
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011910 6226 - MISC. CONTRACTUAL SERVICES		1.00	50,000.00		50,000.00
Contractual consultants to assist with planning projects and code revisions					
0011910 6231 - LEGAL ADVERTISING		1.00	1,200.00		1,200.00
Zoning Legal Notices - Newspaper ads for zoning changes as required by Texas state law - 12 months X \$167 per month, avg.					
0011910 6235 - FILING FEE		1.00	690.00		690.00
County Plat Filing Fees - 10 plats @ \$69.00					
0011910 6246 - OFFICE EQUIP & MAINTENANCE		1.00	800.00		800.00
Blue Print Machine - Annual Agreement; Cleaning; Repair; Parts; Overage					
0011910 6282 - COMMISSION EXPENSES		1.00	100.00		1,100.00
Dias name plates - For new Commissioners and Board Members (4 X \$25.00)					100.00
Meals for Planning and Zoning meetings & workshops		1.00	1,000.00		1,000.00
63 TOTAL CONTRACTUAL SERVICES					61,090.00
SUPPLIES					
0011910 6301 - OFFICE SUPPLIES					225.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 44
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0011910 6303 - OPERATING SUPPLIES					414.00
Blue Print Paper - 2 packages @ \$57.00		1.00	114.00		114.00
XEROX supplies - Copy/Fax paper		1.00	300.00		300.00
0011910 6305 - UNIFORMS					300.00
For field employees to wear logo shirts in the field		1.00	300.00		300.00
0011910 6308 - PRINTING					1,875.00
Stationery - Letterhead - 4500		1.00	100.00		100.00
Stationery - Envelopes - 4500		1.00	200.00		200.00
Misc. Printing - Business cards (500) for 2 staff - \$71.00		1.00	75.00		75.00
Comprehensive Plans- to be amended		20.00	75.00		1,500.00
TOTAL SUPPLIES					2,814.00
TOTAL COMM DEV P&Z					419,589.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 45
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012210	FIRE ADMINISTRATION					
61	PERSONNEL SERVICES					
0012210	6101 - SALARIES					174,664.00
0012210	6105 - SALARY SAVINGS					-3,592.00
0012210	6139 - OVERTIME					564.00
0012210	6141 - FICA EXPENSE					12,131.00
0012210	6142 - GROUP HEALTH INSURANCE					19,108.00
0012210	6143 - WORKERS' COMPENSATION					3,059.00
0012210	6145 - UNEMPLOYMENT COMPENSATION					414.00
0012210	6146 - RETIREMENT					15,012.00
0012210	6147 - INCENTIVE PAY					1,500.00
0012210	6148 - LONGEVITY PAY					1,648.00
0012210	6152 - ACCRUED LEAVE PAY					1,202.00
	TOTAL PERSONNEL SERVICES					225,710.00
62	CONTRACTUAL SERVICES					
0012210	6204 - TRAVEL					3,000.00
	Emergency Management Conference		1.00	900.00		900.00
	INTERNATIONAL FIRE CHIEFS ASSOCIATION CONFERENCE		1.00	1,500.00		1,500.00
	PROFESSIONAL DEVELOPMENT					
	DISCRETIONARY CONFERENCES & SEMINARS		1.00	600.00		600.00
	PROFESSIONAL DEVELOPMENT					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 46
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012210 6206 - TRAINING					260.00
		1.00	60.00		60.00
LIVE FIRE TRAINING, Fire Chief, 8 Hours		1.00	100.00		100.00
IN-HOUSE TRAINING, Props & Supplies		1.00	100.00		100.00
BOOKS & TRAINING MANUALS/SOFTWARE - Fire Chief					
0012210 6209 - DUES & SUBSCRIPTIONS					3,675.00
		1.00	150.00		150.00
Texas Fire Chiefs Assoc Dues (Chief)		1.00	130.00		130.00
Tarrant County Fire Chiefs Assoc Dues (Chief)		1.00	3,000.00		3,000.00
NCTCOG Regional Emergency Management Planning Program		1.00	100.00		100.00
Emergency Management Assoc of TX Dues (Emergency Management Coordinator)		1.00	295.00		295.00
INTERNATIONAL ASSOCIATION OF FIRE CHIEFS DUES (Chief)					
0012210 6226 - MISC. CONTRACTUAL SERVICES					5,000.00
		1.00	5,000.00		5,000.00
CODE RED SYSTEM - ANNUAL RENEWAL FEE					
0012210 6287 - PROPERTY MAINTENANCE					300.00
		1.00	300.00		300.00
LAWN MAINTENANCE SUPPLIES					
0012210 6297 - VACCINATIONS					445.00
		1.00	400.00		400.00
PHYSICAL - ANNUAL for Fire Chief		1.00	45.00		45.00
TB TESTING - Fire Chief					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 47
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
63 TOTAL CONTRACTUAL SERVICES					12,680.00
63 SUPPLIES					
0012210 6301 - OFFICE SUPPLIES					700.00
0012210 6302 - POSTAGE					414.00
MAILING & SHIPPING		1.00	414.00		414.00
0012210 6303 - OPERATING SUPPLIES					2,380.00
COPY PAPER		1.00	250.00		250.00
ANNUAL FLAG PURCHASE - 4'X6' 31		1.00	2,130.00		2,130.00
U.S. @ \$20.60 31 TX @					
\$27.95 31 CITY @ \$20.18					
0012210 6305 - UNIFORMS					975.00
Administrative Uniforms		1.00	975.00		975.00
0012210 6308 - PRINTING					350.00
STATIONARY & ENVELOPES		1.00	100.00		100.00
EMS REPORTS		1.00	150.00		150.00
BUSINESS CARDS		1.00	100.00		100.00
0012210 6310 - EMERGENCY MANAGEMENT SUPPLIES					5,208.00
OUTDOOR WARNING SYSTEM		1.00	4,128.00		4,128.00
MAINTENANCE PROGRAM		1.00	180.00		180.00
SEVERE WEATHER NOTIFICATION					
PROGRAM		3.00	300.00		900.00
Replacement batteries for					
outdoor warning siren system.					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 48
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012210 6314 - BUILDING SUPPLIES

JANITORIAL SUPPLIES - 3
 STATIONS

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	1.00	7,540.00		7,540.00

TOTAL SUPPLIES				17,567.00
TOTAL FIRE ADMINISTRATION				255,957.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 49
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012220 FIRE EMS OPERATIONS					
61 PERSONNEL SERVICES					
0012220 6101 - SALARIES					327,212.00
0012220 6105 - SALARY SAVINGS					-7,431.00
0012220 6139 - OVERTIME					21,150.00
0012220 6141 - FICA EXPENSE					28,426.00
0012220 6142 - GROUP HEALTH INSURANCE					57,325.00
0012220 6143 - WORKERS' COMPENSATION					7,912.00
0012220 6145 - UNEMPLOYMENT COMPENSATION					1,242.00
0012220 6146 - RETIREMENT					31,063.00
0012220 6147 - INCENTIVE PAY					3,000.00
0012220 6148 - LONGEVITY PAY					2,630.00
0012220 6149 - HOLIDAY PAY					17,580.00
62 TOTAL PERSONNEL SERVICES					490,109.00
62 CONTRACTUAL SERVICES					
0012220 6206 - TRAINING					1,960.00
Live fire training- Tarrant County College		6.00	60.00		360.00
EMS training props and supplies		1.00	350.00		350.00
EMS books, training manuals, and software		1.00	450.00		450.00
ND- Defensive Driving class		1.00	800.00		800.00
0012220 6209 - DUES & SUBSCRIPTIONS					2,263.00
Texas Department of State Health Services certified paramedic renewal		7.00	96.00		672.00
Texas Department of State Health Services licensed paramedic renewal		1.00	126.00		126.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 50
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Texas Department of State Health Services EMS instructor certification renewal		7.00	35.00		245.00
CLIA certification		1.00	150.00		150.00
TXDSHS Ambulance License (due in alternate years)		1.00	870.00		870.00
North Central Texas Trauma Regional Council		1.00	200.00		200.00
0012220 6226 - MISC. CONTRACTUAL SERVICES					39,165.00
Physio Control contract for all Lifepack maintenance citywide		1.00	18,365.00		18,365.00
MEDICAL CONTROL CONTRACT		1.00	20,000.00		20,000.00
Previous medical direction was not able to meet the needs of our current system. Staff is currently finalizing an RFP in search of a new director. The figure is based on surrounding cities' actual figures for their new medical direction.					
DRUG DESTRUCTION CONTRACT		1.00	500.00		500.00
Modem for Lifepak allowing required use of the Lifenet system.		1.00	300.00		300.00
0012220 6240 - CELL PHONES					504.00
Monthly cell phone for the ambulance to call in reports to various emergency rooms		12.00	42.00		504.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 51
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012220 6261 - VEHICLE MAINTENANCE					7,000.00
Annual maintenance for unit #		1.00	3,500.00		3,500.00
409 2008 Frazer ambulance					
(Reserve)					
Annual maintenance for unit #		1.00	3,500.00		3,500.00
410 2013 Frazer ambulance					
0012220 6262 - GAS AND OIL					8,000.00
0012220 6284 - EQUIPMENT MAINTENANCE					3,500.00
Stryker Cot		2.00	1,000.00		2,000.00
MISC. MEDICAL EQUIPMENT		1.00	1,500.00		1,500.00
0012220 6297 - VACCINATIONS					1,605.00
TB TESTING		3.00	45.00		135.00
ANNUAL PHYSICALS		3.00	490.00		1,470.00
63 TOTAL CONTRACTUAL SERVICES					63,997.00
63 SUPPLIES					
0012220 6303 - OPERATING SUPPLIES					760.00
Batteries for radios,		1.00	300.00		300.00
flashlights, etc.					
Vehicle mounts for iPads		2.00	80.00		160.00
COPY PAPER		1.00	300.00		300.00
0012220 6305 - UNIFORMS					2,700.00
		6.00	450.00		2,700.00
0012220 6311 - EMERGENCY MEDICAL SUPPLIES					34,921.00
EMS medical supplies		1.00	34,921.00		34,921.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 52
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0012220 6326 - SAFETY EQUIPMENT/SUPPLIES

Safety Vests

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	1.00	400.00		400.00

0012220 6360 - MINOR OPERATING OUTLAY

AED REPLACEMENT PROGRAM

3.00	3,000.00	9,000.00	9,000.00
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TOTAL SUPPLIES

TOTAL FIRE EMS OPERATIONS

47,781.00
601,887.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 53
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012230	FIRE OPERATIONS					
61	PERSONNEL SERVICES					
0012230	6101 - SALARIES					2,180,546.00
0012230	6105 - SALARY SAVINGS					-50,156.00
0012230	6139 - OVERTIME					141,473.00
0012230	6141 - FICA EXPENSE					189,719.00
0012230	6142 - GROUP HEALTH INSURANCE					315,286.00
0012230	6143 - WORKERS' COMPENSATION					53,409.00
0012230	6145 - UNEMPLOYMENT COMPENSATION					6,831.00
0012230	6146 - RETIREMENT					209,650.00
0012230	6147 - INCENTIVE PAY					11,700.00
0012230	6148 - LONGEVITY PAY					30,453.00
0012230	6149 - HOLIDAY PAY					96,970.00
0012230	6152 - ACCRUED LEAVE PAY					46,632.00
	TOTAL PERSONNEL SERVICES					3,232,513.00
62	CONTRACTUAL SERVICES					
0012230	6206 - TRAINING					19,320.00
	LIVE FIRE TRAINING - 8 hours each		33.00	60.00		1,980.00
	Fire training props and supplies		1.00	1,000.00		1,000.00
	TCFP CERTIFICATION COURSES		1.00	3,050.00		3,050.00
	TECHNICAL TRAINING		1.00	2,950.00		2,950.00
	OFFICER DEVELOPMENT		2.00	1,000.00		2,000.00
	BOOKS & TRAINING MANUALS/SOFTWARE		1.00	1,300.00		1,300.00
	Fire Department Instructors Conference (FDIC)		4.00	1,560.00		6,240.00
	Reallocate money from					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 54
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
tuition reimbursement.					
Fire training field monthly use contract This contract will provide 4 hours per month of drill field training.		1.00	800.00		800.00
0012230 6209 - DUES & SUBSCRIPTIONS					23,874.00
Texas Commission on Fire Protection (TCFP) ANNUAL DEPARTMENT RECERTIFICATIONS		40.00	85.00		3,400.00
NORTHEAST FIRE DEPARTMENT ASSOCIATION (NEFDA) ANNUAL DUES- Operational		1.00	6,555.00		6,555.00
DEPARTMENT TX FIRE COMMISSION CERTIFICATION UPGRADES		28.00	85.00		2,380.00
FIRE INSTRUCTORS ASSOCIATION OF NORTH TEXAS (FIANT)		1.00	140.00		140.00
NORTHEAST FIRE DEPARTMENT ASSOCIATION (NEFDA) Capital Replacement Dues		1.00	11,399.00		11,399.00
0012230 6226 - MISC. CONTRACTUAL SERVICES					12,751.00
Air Sample and Maintenance on 3 Compressors		1.00	4,300.00		4,300.00
Farrwest 5 Gas monitors.		1.00	5,400.00		5,400.00
Bunker gear extractor maintenance		1.00	750.00		750.00
Ice maker cleaning and maintenance		1.00	600.00		600.00
Digital Television Adaptors		27.00	63.00		1,701.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 55
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012230 6232 - FIRE EQUIPMENT TESTING					7,510.00
SCBA cylinders - Hydrostatic testing annually		1.00	2,000.00		2,000.00
SCBA - annual flow testing		1.00	1,210.00		1,210.00
Ladders - Annual ground and aerial ladder testing		1.00	2,700.00		2,700.00
Apparatus pump testing		4.00	400.00		1,600.00
0012230 6261 - VEHICLE MAINTENANCE					79,720.00
Annual maintenance for unit # 406 2005 Ford Excursion		1.00	2,000.00		2,000.00
Annual maintenance for unit # 407 2006 Pierce engine		1.00	21,500.00		21,500.00
Annual maintenance for unit #418 1995 Freightliner CFAAA rehab unit		1.00	1,800.00		1,800.00
Annual maintenance for unit # 420 2006 F-550 Haz-Mat response truck		1.00	4,500.00		4,500.00
Annual maintenance for unit # 421 2003 Haz-Mat response trailer		1.00	800.00		800.00
Annual maintenance for unit # 422 2010 Pierce 95' Platform		1.00	21,500.00		21,500.00
Annual maintenance for unit # 423 2010 Pierce 105' Rear Mount Ladder Truck		1.00	21,500.00		21,500.00
Annual maintenance for 2016 Pierce fire engine		1.00	2,500.00		2,500.00
Annual maintenance for 2013 Chevrolet Suburban Command Vehicle		1.00	3,620.00		3,620.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 56
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012230 6262 - GAS AND OIL					30,000.00
0012230 6284 - EQUIPMENT MAINTENANCE					20,000.00
Break/fix funding to cover: exercise equipment, grills, flashlights, thermal imaging cameras, breathing air compressors, SCBA air packs and bottles, saws, rescue tools, generators, etc.		1.00	20,000.00		20,000.00
0012230 6297 - VACCINATIONS					10,165.00
TB testing		16.00	45.00		720.00
Annual Physicals		16.00	490.00		7,840.00
Physicals and vaccinations for new hires		3.00	535.00		1,605.00
63 TOTAL CONTRACTUAL SERVICES					203,340.00
SUPPLIES					
0012230 6303 - OPERATING SUPPLIES					8,330.00
Batteries (9V, AA, AAA, C, D, 800 Radio) *For Daily Work -		1.00	630.00		630.00
Flashlights, Pulse Oximeter, Thermometer.		25.00	40.00		1,000.00
Tarps/ Salvage Covers *To cover exposed areas at fires.		1.00	6,000.00		6,000.00
Fire Hose/ Nozzles / Adapters *Annual Replacement Program cost increase in hose over the last 3 years.		1.00	600.00		600.00
Copy Paper		1.00	100.00		100.00
Shop Towels for daily work, cleaning vehicles					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 57
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012230 6304 - CHEMICALS		1.00	1,250.00		2,700.00 1,250.00
Fire Extinguisher Recharging *Anually recharging of expired extinguishers or after an extinguisher has been discharged.		1.00	150.00		150.00
Biodegradable Emulsifier Flammable Liquid Dispersement		1.00	1,000.00		1,000.00
Class A & A-FFF Foam for Flammable Liquid Fires		1.00	300.00		300.00
Haz Mat Absorbent for Chemical Spills					
0012230 6305 - UNIFORMS		33.00	450.00		14,850.00 14,850.00
Nomex pants, shirts, t-shirts, and boots					
0012230 6313 - SMALL TOOLS		1.00	1,000.00		1,350.00 1,000.00
Hand Tools, Shovels, Axes, Picks		4.00	50.00		200.00
Hydrant Wrenches, Hydrant Maintenance		1.00	150.00		150.00
Brushes, Brooms, and Wire					
0012230 6326 - SAFETY EQUIPMENT/SUPPLIES		1.00	150.00		450.00 150.00
Traffic Cones, Caution Tape, etc. to protect citizens from dangerous areas		1.00	300.00		300.00
Incident Command Supplies to aid on-scene command such as accountability tags, dry erase boards and supplies to assign activities/locations					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 58
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012230 6331 - GEAR (PROTECTIVE)					44,466.00
		11.00	1,242.00		13,662.00
Bunker Coats		11.00	764.00		8,404.00
Bunker Pants		11.00	315.00		3,465.00
Firefighter Bunker Boots		35.00	72.00		2,520.00
Firefighter Bunker Gloves		35.00	45.00		1,575.00
Firefighter Hoods		10.00	300.00		3,000.00
Fire Helmets		16.00	48.00		768.00
Repair Bunker Gear Patches		1.00	3,119.00		3,119.00
Protective Markings (Replacing reflective trim)		35.00	46.00		1,610.00
Replacement Bunker Gear Suspenders		1.00	305.00		305.00
Bunker Gear Cleaning Soap * Special detergent used in Extractor		41.00	103.00		4,223.00
National Fire Protection Agency Inspections (Mandated Annual Bunker Gear Inspections)		9.00	50.00		450.00
Fire Helmet Shields (Shields must be purchased seperately when a fire helmet is replaced)		13.00	105.00		1,365.00
Durable LED flashlight. Helmet mounted with forward facing LED flashlight with rearfacing searchlight.					
0012230 6360 - MINOR OPERATING OUTLAY		7.00	780.00		12,821.00
SCBA Bottle Replacement: Scott 4.5 Self Contained Breathing Apparatus Bottles		10.00	350.00		3,500.00
Self Contained Breathing Apparatus (SCBA) Mask		10.00	216.00		2,160.00
Epic Communicator		1.00	1.00		1.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 59
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Replacement physical fitness equipment		1.00	600.00		600.00
Chainsaw for Fire Apparatus		1.00	1,100.00		1,100.00
Cutoff saw					
 TOTAL SUPPLIES					84,967.00
68 TRANSFER TO OTHER FU					
0012230 6809 - TRANSFER TO CABLE/CAP EQUIP		3.00	8,902.00		26,706.00
Cost to purchase a complete airpack.					26,706.00
 TOTAL TRANSFER TO OTHER FU					26,706.00
TOTAL FIRE OPERATIONS					3,547,526.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 60
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012240	FIRE PREV/INVESTIGATIONS				
61	PERSONNEL SERVICES				
0012240	6101 - SALARIES				90,381.00
0012240	6105 - SALARY SAVINGS				-1,983.00
0012240	6139 - OVERTIME				1,500.00
0012240	6141 - FICA EXPENSE				7,583.00
0012240	6142 - GROUP HEALTH INSURANCE				9,554.00
0012240	6143 - WORKERS' COMPENSATION				2,141.00
0012240	6145 - UNEMPLOYMENT COMPENSATION				207.00
0012240	6146 - RETIREMENT				8,287.00
0012240	6147 - INCENTIVE PAY				1,200.00
0012240	6148 - LONGEVITY PAY				2,000.00
0012240	6152 - ACCRUED LEAVE PAY				4,049.00
	TOTAL PERSONNEL SERVICES				124,919.00
62	CONTRACTUAL SERVICES				
0012240	6206 - TRAINING				3,560.00
	Texas Fire Marshals Conference in Austin Texas Provides continuing Education hours for TCLEOSE and Fire Commission requirements. The price includes hotel registration, per diem, and conference registration.	2.00	750.00		1,500.00
	Training hours required.				
	Texas TEEX Arson Conference. This conference provides continuing Education hours for TCLEOSE and Fire Commission mandated training. The price includes conference registration, per diem, and hotel for two personnel.	2.00	750.00		1,500.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 61
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
required training hrs					
Building Professional Institute Training This is a group of courses offered at UTA. The courses will provide Continuing Education Hours mandated by the Fire Commission. Mandated Hours		1.00	500.00		500.00
Live Fire Training		1.00	60.00		60.00
0012240 6209 - DUES & SUBSCRIPTIONS		1.00	85.00		1,415.00 85.00
Tarrant County Arson Investigator Association Dues for four Investigators. This includes being able to call an investigation trailer for any fire investigation needing evidence collection. This also inculdes assistance if needed.		1.00	1,000.00		1,000.00
National Fire Protection Association (NFPA) Subscription Service Dues. This gives online access to all NFPA codes applicable to national fire codes.		1.00	145.00		145.00
Texas Commission on Law Enforcement Data Distribution System (TCLEDDS) Dues payable to the Productivity Center This allows entering and tracking of all TCLEOSE hours of all Fire Investigators.		1.00	85.00		85.00
Texas Commission on Fire Protection Annual Re-certification		1.00	100.00		100.00
International Association of Arson Investigators annual membership.					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 62
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012240 6261 - VEHICLE MAINTENANCE		1.00	3,000.00		3,000.00
Annual maintenance for unit # 408 2006 Ford Expedition					
0012240 6262 - GAS AND OIL		1.00	1,650.00		1,650.00
Gas and oil					
63 TOTAL CONTRACTUAL SERVICES					9,625.00
SUPPLIES					
0012240 6303 - OPERATING SUPPLIES		1.00	100.00		2,138.00
Copy Paper		1.00	150.00		150.00
Batteries for camera,flashlight, Radio		1.00	888.00		888.00
Fire Investigation Tools/locks/chains/ fireline tape		1.00	1,000.00		1,000.00
Ammunition for Fire Investigator Qualification					
0012240 6305 - UNIFORMS		1.00	975.00		975.00
Nomex pants, shirts, T-shirts and boots					
0012240 6306 - FIRE PREVENTION		1.00	1,800.00		3,800.00
Kids Camp: T-Shirts, water bottles, fire prevention materials, hand outs, helmets stickers, and supplies		1.00	2,000.00		2,000.00
Citizen Fire Academy (CFA) Program: printing, training supplies, t-shirts, certificates, etc.					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 63
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	Adopted
				6,913.00
				141,457.00

TOTAL SUPPLIES

TOTAL FIRE PREV/INVESTIGATIONS

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 64
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012310	POLICE ADMINISTRATION					
61	PERSONNEL SERVICES					
0012310	6101 - SALARIES					589,562.00
0012310	6102 - TEMPORARY HELP					52,103.00
0012310	6105 - SALARY SAVINGS					-13,656.00
0012310	6139 - OVERTIME					980.00
0012310	6141 - FICA EXPENSE					45,331.00
0012310	6142 - GROUP HEALTH INSURANCE					76,433.00
0012310	6143 - WORKERS' COMPENSATION					13,694.00
0012310	6145 - UNEMPLOYMENT COMPENSATION					1,656.00
0012310	6146 - RETIREMENT					52,726.00
0012310	6147 - INCENTIVE PAY					5,700.00
0012310	6148 - LONGEVITY PAY					5,180.00
0012310	6152 - ACCRUED LEAVE PAY					29,274.00
	TOTAL PERSONNEL SERVICES					858,983.00
62	CONTRACTUAL SERVICES					
0012310	6204 - TRAVEL					5,650.00
	International Association of Chiefs of Police (IACP) Conference		2.00	2,000.00		4,000.00
	Chief of Police's State required training at Sam Houston State University		1.00	450.00		450.00
	Texas Police Chiefs Association (TPCA) Annual Conference		1.00	500.00		500.00
	Texas Association of Property and Evidence Inventory Technicians (TAPEIT) Conference		1.00	700.00		700.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 65
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012310 6206 - TRAINING		1.00	2,375.00		2,750.00 2,375.00
Required Texas Commission on Law Enforcement Officers Standards and Education (TECLEOSE) training for Administrative Personnel		1.00	375.00		375.00
Annual Property Room Certification					
0012310 6207 - PRE-EMPLOYMENT		6.00	152.00		3,222.00 912.00
Psychological exams for new hires		6.00	152.00		912.00
Polygraph exams for new hires		6.00	233.00		1,398.00
Medical Exams for new hires					
0012310 6209 - DUES & SUBSCRIPTIONS		2.00	100.00		2,999.00 200.00
International Association of Chiefs of Police Dues for Chief and Asst. Chief		2.00	212.50		425.00
Texas Police Chiefs Association - Chief and Asst. Chief		2.00	15.00		30.00
North Texas Police Chiefs Association Chief and Asst. Chief		1.00	40.00		40.00
Texas Law Enforcement Records Association		1.00	300.00		300.00
Police Executive Research Forum		1.00	1,200.00		1,200.00
Texas Police Chief Association Foundation Recognition Program		1.00	654.00		654.00
Texas Commission on Law Enforcement Data Distribution System (TECLEDDS) Annual Subscription (required for access to TECLEOSE records)		1.00	50.00		50.00
North Texas Crime Commission Dues		1.00	100.00		100.00
Dues for Institute for Law					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 66
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Enforcement Administration (ILEA)					
0012310 6261 - VEHICLE MAINTENANCE		1.00	2,200.00		2,200.00
Vehicle maintenance for 3 vehicles					2,200.00
0012310 6262 - GAS AND OIL					5,456.00
TOTAL CONTRACTUAL SERVICES					22,277.00
63 SUPPLIES					
0012310 6301 - OFFICE SUPPLIES					4,795.00
0012310 6303 - OPERATING SUPPLIES					670.00
0012310 6308 - PRINTING					715.00
0012310 6321 - FIRE ARMS SUPPLIES		1.00	12,554.00		12,554.00
Ammunition for the entire department					12,554.00
TOTAL SUPPLIES					18,734.00
TOTAL POLICE ADMINISTRATION					899,994.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 67
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012320 POLICE ANIMAL CONTROL					
62 CONTRACTUAL SERVICES					
0012320 6226 - MISC. CONTRACTUAL SERVICES					97,259.00
Joint Animal Control with City of Keller		1.00	97,259.00		97,259.00
TOTAL CONTRACTUAL SERVICES					97,259.00
TOTAL POLICE ANIMAL CONTROL					97,259.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 68
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012330	POLICE CODE ENFORCEMENT					
61	PERSONNEL SERVICES					
0012330	6101 - SALARIES					42,453.00
0012330	6105 - SALARY SAVINGS					-903.00
0012330	6139 - OVERTIME					1,765.00
0012330	6141 - FICA EXPENSE					3,453.00
0012330	6142 - GROUP HEALTH INSURANCE					9,554.00
0012330	6143 - WORKERS' COMPENSATION					305.00
0012330	6145 - UNEMPLOYMENT COMPENSATION					207.00
0012330	6146 - RETIREMENT					3,773.00
0012330	6148 - LONGEVITY PAY					915.00
	TOTAL PERSONNEL SERVICES					61,522.00
62	CONTRACTUAL SERVICES					
0012330	6206 - TRAINING					629.00
	Building Professional Institute		1.00	185.00		185.00
	training for Code Enforcement					
	Officer					
	NCTCOG Training		1.00	165.00		165.00
	Code enforcement officer Exam		1.00	25.00		25.00
	Additional State Mandated		1.00	254.00		254.00
	Training					
0012330	6209 - DUES & SUBSCRIPTIONS					261.00
	Texas Dept of Health Code		1.00	106.00		106.00
	Enforcement License Renewal					
	Code Enforcement Association of		1.00	30.00		30.00
	Texas dues					
	American Association of Code		1.00	45.00		45.00
	Enforcement Dues					
	Code Enforcement Assoc of Texas		1.00	80.00		80.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 69
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012330 6231 - LEGAL ADVERTISING					150.00
0012330 6235 - FILING FEE					912.00
0012330 6261 - VEHICLE MAINTENANCE					250.00
0012330 6262 - GAS AND OIL					2,000.00
0012330 6286 - MOWING EXPENSE					6,450.00
63 TOTAL CONTRACTUAL SERVICES					10,652.00
63 SUPPLIES					
0012330 6305 - UNIFORMS					310.00
Code Enforcement Uniforms		1.00	310.00		310.00
0012330 6308 - PRINTING					130.00
0012330 6313 - SMALL TOOLS					61.00
0012330 6326 - SAFETY EQUIPMENT/SUPPLIES					150.00
TOTAL SUPPLIES					651.00
TOTAL POLICE CODE ENFORCEMENT					72,825.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 70
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012340 POLICE COMMUNICATIONS					
62 CONTRACTUAL SERVICES					
0012340 6226 - MISC. CONTRACTUAL SERVICES					
		1.00	699,654.00		699,654.00
Jail and Communications Contract with the City of Keller					699,654.00
TOTAL CONTRACTUAL SERVICES					699,654.00
TOTAL POLICE COMMUNICATIONS					699,654.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 71
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012350	POLICE COMMUNITY SVCS				
62	CONTRACTUAL SERVICES				
0012350	6229 - COMMUNITY RELATIONS				4,000.00
63	TOTAL CONTRACTUAL SERVICES				4,000.00
	SUPPLIES				
0012350	6308 - PRINTING				100.00
	TOTAL SUPPLIES				100.00
	TOTAL POLICE COMMUNITY SVCS				4,100.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 72
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012360	POLICE CID					
61	PERSONNEL SERVICES					
0012360	6101 - SALARIES					309,456.00
0012360	6105 - SALARY SAVINGS					-6,710.00
0012360	6139 - OVERTIME					9,447.00
0012360	6141 - FICA EXPENSE					25,667.00
0012360	6142 - GROUP HEALTH INSURANCE					47,771.00
0012360	6143 - WORKERS' COMPENSATION					8,288.00
0012360	6145 - UNEMPLOYMENT COMPENSATION					1,035.00
0012360	6146 - RETIREMENT					28,049.00
0012360	6147 - INCENTIVE PAY					4,200.00
0012360	6148 - LONGEVITY PAY					5,618.00
0012360	6152 - ACCRUED LEAVE PAY					6,787.00
	TOTAL PERSONNEL SERVICES					439,608.00
62	CONTRACTUAL SERVICES					
0012360	6206 - TRAINING					2,400.00
	Texas Commission on Law Enforcement (TECOLE) Training for CID Detectives		1.00	2,400.00		2,400.00
0012360	6209 - DUES & SUBSCRIPTIONS					80.00
	Texas Association of Hostage Negotiators		1.00	80.00		80.00
0012360	6210 - TECHNICAL & SCIENTIFIC					2,500.00
	Medical Examiner Lab Charges		1.00	1,000.00		1,000.00
	Sexual Assault Exam Charges		1.00	1,500.00		1,500.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 73
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012360 6226 - MISC. CONTRACTUAL SERVICES		1.00	750.00		2,732.00
CID Database Service		1.00	600.00		750.00
CID Investigative Polygraph Service		1.00	882.00		600.00
Leads on Line Pawn shop web program		1.00	500.00		882.00
Evidence/BioHazard Disposal services		1.00			500.00
0012360 6261 - VEHICLE MAINTENANCE		1.00	2,995.00		2,995.00
Vehicle maintenance for 5 vehicles					2,995.00
0012360 6262 - GAS AND OIL					9,394.00
0012360 6299 - MISCELLANEOUS					170.00
63 TOTAL CONTRACTUAL SERVICES					20,271.00
63 SUPPLIES					
0012360 6308 - PRINTING					365.00
0012360 6322 - CID SUPPLIES					1,710.00
TOTAL SUPPLIES					2,075.00
TOTAL POLICE CID					461,954.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 74
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012370	POLICE PATROL				
61	PERSONNEL SERVICES				
0012370	6101 - SALARIES			1,361,664.00	
0012370	6105 - SALARY SAVINGS			-28,960.00	
0012370	6139 - OVERTIME			42,492.00	
0012370	6141 - FICA EXPENSE			110,770.00	
0012370	6142 - GROUP HEALTH INSURANCE			210,190.00	
0012370	6143 - WORKERS' COMPENSATION			42,881.00	
0012370	6145 - UNEMPLOYMENT COMPENSATION			4,554.00	
0012370	6146 - RETIREMENT			121,051.00	
0012370	6147 - INCENTIVE PAY			19,500.00	
0012370	6148 - LONGEVITY PAY			12,765.00	
0012370	6152 - ACCRUED LEAVE PAY			11,559.00	
62	TOTAL PERSONNEL SERVICES			1,908,466.00	
	CONTRACTUAL SERVICES				
0012370	6206 - TRAINING			15,215.00	
		20.00	760.75	15,215.00	
	Mandatory Texas Commission on Law Enforcement Officers and Education (TECLEOSE) training per officer per year				
0012370	6209 - DUES & SUBSCRIPTIONS			180.00	
		1.00	100.00	100.00	
	International Association of Chiefs of Police				
		1.00	50.00	50.00	
	Texas Police Chiefs Association				
		1.00	30.00	30.00	
	Texas Tactical Police Officer Association				

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 75
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012370 6213 - TUITION REIMBURSEMENT		2.00	2,500.00		5,000.00
Tuition reimbursement					5,000.00
0012370 6261 - VEHICLE MAINTENANCE		1.00	37,288.00		37,288.00
Vehicle maintenance for 13 vehicles and 2 motorcycles					37,288.00
0012370 6262 - GAS AND OIL					70,236.00
0012370 6284 - EQUIPMENT MAINTENANCE					1,500.00
0012370 6297 - VACCINATIONS		10.00	45.00		450.00
Preventative Hep B Vaccinations for new officers					450.00
63 TOTAL CONTRACTUAL SERVICES					129,869.00
63 SUPPLIES					
0012370 6303 - OPERATING SUPPLIES					1,200.00
0012370 6305 - UNIFORMS		1.00	3,693.00		34,085.00
Replace 2 shirt average per officer		1.00	2,482.00		3,693.00
Replace 2 pants on average per officer		2.00	5,696.00		2,482.00
All equipment except Weapon and Radio for two new hires		1.00	863.00		11,392.00
Replace leather gear		1.00	2,530.00		863.00
Cold weather coats and rain gear		1.00	225.00		2,530.00
Patches and insignia replacement		1.00	2,400.00		225.00
Replacement Footwear for officers		1.00	3,300.00		2,400.00
Bicycle unit uniforms		1.00	7,200.00		3,300.00
Kevlar Vest replacement					7,200.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 76
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012370 6308 - PRINTING					130.00
0012370 6326 - SAFETY EQUIPMENT/SUPPLIES					700.00
TOTAL SUPPLIES					36,115.00
TOTAL POLICE PATROL					2,074,450.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 77
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012380	POLICE SRO					
61	PERSONNEL SERVICES					
0012380	6101 - SALARIES					198,858.00
0012380	6105 - SALARY SAVINGS					-4,350.00
0012380	6139 - OVERTIME					2,748.00
0012380	6141 - FICA EXPENSE					16,638.00
0012380	6142 - GROUP HEALTH INSURANCE					28,662.00
0012380	6143 - WORKERS' COMPENSATION					6,040.00
0012380	6145 - UNEMPLOYMENT COMPENSATION					621.00
0012380	6146 - RETIREMENT					18,183.00
0012380	6147 - INCENTIVE PAY					5,100.00
0012380	6148 - LONGEVITY PAY					4,520.00
0012380	6152 - ACCRUED LEAVE PAY					6,276.00
	TOTAL PERSONNEL SERVICES					283,296.00
62	CONTRACTUAL SERVICES					
0012380	6206 - TRAINING					3,000.00
	National SRO Conference		1.00	1,870.00		1,870.00
	School Based Law Enforcement Training		1.00	1,130.00		1,130.00
0012380	6209 - DUES & SUBSCRIPTIONS					300.00
	National Association of School Resource Officers		3.00	100.00		300.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 78
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	Adopted
				3,300.00
				286,596.00

TOTAL CONTRACTUAL SERVICES
 TOTAL POLICE SRO

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 79
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0012390 POLICE WARRANT OFFICER					
61 PERSONNEL SERVICES					
0012390 6101 - SALARIES					66,762.00
0012390 6105 - SALARY SAVINGS					-1,633.00
0012390 6139 - OVERTIME					1,780.00
0012390 6141 - FICA EXPENSE					6,247.00
0012390 6142 - GROUP HEALTH INSURANCE					9,554.00
0012390 6143 - WORKERS' COMPENSATION					2,261.00
0012390 6145 - UNEMPLOYMENT COMPENSATION					207.00
0012390 6146 - RETIREMENT					6,826.00
0012390 6147 - INCENTIVE PAY					1,200.00
0012390 6152 - ACCRUED LEAVE PAY					11,913.00
62 TOTAL PERSONNEL SERVICES					105,117.00
62 CONTRACTUAL SERVICES					
0012390 6240 - CELL PHONES					912.00
		1.00	912.00		912.00
City Owned Cell Phone for the Warrant Officer					
TOTAL CONTRACTUAL SERVICES					912.00
TOTAL POLICE WARRANT OFFICER					106,029.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 80
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013210	PARKS MAINTENANCE					
61	PERSONNEL SERVICES					
0013210	6101 - SALARIES					247,714.00
0013210	6105 - SALARY SAVINGS					-5,566.00
0013210	6139 - OVERTIME					6,986.00
0013210	6141 - FICA EXPENSE					21,289.00
0013210	6142 - GROUP HEALTH INSURANCE					52,548.00
0013210	6143 - WORKERS' COMPENSATION					5,915.00
0013210	6145 - UNEMPLOYMENT COMPENSATION					1,346.00
0013210	6146 - RETIREMENT					23,266.00
0013210	6148 - LONGEVITY PAY					2,923.00
0013210	6152 - ACCRUED LEAVE PAY					20,666.00
62	TOTAL PERSONNEL SERVICES					377,087.00
	CONTRACTUAL SERVICES					
0013210	6204 - TRAVEL					2,450.00
	National Recreation and Park Association Conference (Parks Manager)		1.00	800.00		800.00
	Keep Texas Beautiful Conference (Parks Manager)		1.00	800.00		800.00
	ISA Texas Tree Conference (Parks Manager)		1.00	800.00		800.00
	Local TRAPS Conference (Park Staff)		1.00	50.00		50.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 81
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0013210 6206 - TRAINING

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	2.00	125.00		1,700.00 250.00
Irrigation CEUs for Irrigator and Parks Manager				
	4.00	50.00		200.00
Texas Department of Agriculture Non-Comercial Pesticide CEUs.				
Parks Manager M&O Specialist Parks Supervisor Parks Maintenance				
	1.00	700.00		700.00
Certified Playground Safety Inspector (CPSI) - classroom course and test				
Parks Manager Cost of course \$300-\$600				
Courses may require travel/lodging.				
	1.00	300.00		300.00
Certified Park and Recreation Professional (CPRP) CEU's -Parks Manager				
	2.00	125.00		250.00
International Society of Arboriculture CEU's Parks Manager Parks Supervisor				

0013210 6209 - DUES & SUBSCRIPTIONS

	3.00	110.00		1,548.00 330.00
Texas Irrigators License renewal for 2 M&O Specialists and Parks Manager				
	4.00	85.00		340.00
Texas Department of Agriculture Non-Comercial Pesticide License renewal fees for:				
Parks Manger M&O Supervisor (2) Maintenance				
	2.00	70.00		140.00
Texas Recreation and Parks Society membership dues for				

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 82
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Parks Manager and Parks Supervisor		1.00	713.00		713.00
National Recreation and Park Association membership dues for the agency, 4 professional staff personnel and advisory board.		1.00	25.00		25.00
National Arbor Day Foundation agency dues					
0013210 6226 - MISC. CONTRACTUAL SERVICES		1.00	155,539.00		407,397.00 155,539.00
Ground Maintenance Mowing Contract with Whitmore & Sons (to be rebid this year) for parks, public buildings, medians, and roundabouts. Add in maintenance of all brick paver nosecones, triangles, medians and etc. for spray/trim cycles.		1.00	182,058.00		182,058.00
Horticulture Ground Maintenance Contract with The Lawn Firm (to be rebid this year) for horticulture maintenance needs at city parks, municipal buildings, medians, and roundabouts. Add new SH 26 median and ROW.		1.00	11,500.00		11,500.00
Plant replacement of dead trees, shrubs and ground cover for parks, municipal buildings, medians and roundabouts.		1.00	18,000.00		18,000.00
All parks - Tree trimming and removal of dead and unsafe trees over trails, and park amenities, or that could pose a damage threat to personal property.		1.00	8,000.00		8,000.00
Fire Ant control for 12 parks and properities.		1.00	.00		.00
Landscaping improvements for city buildings, medians and					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 83
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
parks. - Voluntary Park Fund		1.00	12,400.00		12,400.00
Pond maintenance for algea and weeds on 14 ponds located at 5 parks and properities.		1.00	2,000.00		2,000.00
Wildlife management of beavers, bees and other nuisance wildlife that are a potential safety threat or may do potential damage to properities.		1.00	15,000.00		15,000.00
DART Right-of-way maintenance. Funding allows for area around bridge to have debris and trash removed as well as specifically identified tree issues encroaching the rail ROW.		1.00	2,900.00		2,900.00
Western Exterminating - Pest control for park offices, Webb House, park maintenace facility, Rock House, Bidault House, and concession stands.					
0013210 6240 - CELL PHONES		1.00	624.00		624.00
Park Ranger phone allowance					624.00
0013210 6245 - EQUIPMENT RENTAL		1.00	500.00		500.00
Equipment rental for facility and amenity maintenance, such as lifts, port-a-lets etc.					500.00
0013210 6261 - VEHICLE MAINTENANCE		1.00	2,320.00		3,877.00
Vehicle maintenance allocation for 5 park maintenance fleet, vehicles unit numbers: 502 508 523 526 585					2,320.00
GIS fleet tracking annual fee		5.00	311.40		1,557.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 84
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013210 6262 - GAS AND OIL		1.00	7,200.00		12,400.00 7,200.00
Fuel and Oil for park maintenance fleet, units: 502 508 523 526 585		1.00	5,200.00		5,200.00
Fuel and Oil for parks maintenance equipment mowers, utility vehicles, tractors, etc.					
0013210 6284 - EQUIPMENT MAINTENANCE		1.00	2,500.00		2,500.00 2,500.00
Funding for equipment maintenance for park designated equipment such as: 2006 Club car 2004 Z mower 2013 Mule 2006 Kubota Tractor 2014 Toro Workman MDX					
0013210 6285 - BUILDING MAINT & SUPPLIES		9.00	200.00		17,151.00 1,800.00
Maintenance and repairs to HVAC units within park system		13.00	77.00		1,001.00
Emergency plumbing services for 13 facilities		1.00	3,000.00		3,000.00
Annual maintenance supplies, paint, hardware, door closures, etc.		9.00	300.00		2,700.00
Monitronics - alarm monitoring for 9 park buildings and facilities. Plus additional funding for batteries for systems and sensors.		1.00	1,000.00		1,000.00
Padlocks, locks, cores, and keys for assorted gates, electrical boxes, buildings and facilities.		1.00	2,100.00		2,100.00
Replacement of recepticles, switches, ballasts etc.		1.00	750.00		750.00
Miscellaneous maintenance supplies for carpet cleaning, minor roof repairs, and					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 85
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
building contractor services at park buildings		1.00	4,800.00		4,800.00
Miscellaneous contract painting or sealing of wood gables at City Park and Pleasant Run Park.					
0013210 6287 - PROPERTY MAINTENANCE		1.00	700.00		36,704.00 700.00
Entry sign sealer for stone work, and solar panels and battery maintenance.		1.00	8,043.00		8,043.00
Playground parts and surfacing material.		1.00	2,511.00		2,511.00
Maintenance and emergency repair to pumps and fountains located in city ponds.		1.00	6,500.00		6,500.00
Electrical repairs to park security lights, tennis lights, parking lot lights, etc.		1.00	2,000.00		2,000.00
Sand for volleyball courts at City Park and McPherson Park.		1.00	2,500.00		2,500.00
Miscellaneous repairs to parks facilities and amenities as a result of vandalism, use and age.		1.00	2,500.00		2,500.00
Miscellaneous supplies for repairs and fabrication to park amenities and purchase of litter containers, lumber, hardware etc. (moved \$5,000 to Voluntary Park Fund)		1.00	1,200.00		1,200.00
Repair and replacement of damaged or out-dated park signs, playground signs, and assorted signage within the parks. (moved \$6,000 to Voluntary Park Fund)		1.00	3,000.00		3,000.00
Concrete, stone, and brick repair to flatwork, trails and pavilions.		1.00	1,750.00		1,750.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 86
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Chain link and split rail fence repairs for City Park, Sparger Park, Nature Center, Reagan Park and Kimzey Park.		1.00	1,000.00		1,000.00
Shade fabric repair and maintenance picnic, playground, bleachers etc.		1.00	1,000.00		1,000.00
Decomposed granite and rock for trail use at Nature Center. Need major work on the granite trail due to flooding. (Moved \$11,000 to Voluntary Park Fund)		1.00	4,000.00		4,000.00
Trash can liners and doggie dump bags for all parks and trails.					
TOTAL CONTRACTUAL SERVICES					486,851.00
63 SUPPLIES					
0013210 6301 - OFFICE SUPPLIES		1.00	1,000.00		1,000.00
Miscellaneous office supplies for park offices and maintenance facility.					1,000.00
0013210 6303 - OPERATING SUPPLIES		41.00	50.00		17,300.00
Mandated backflow testing on all irrigation systems properities include parks, municipal buildings, medians, entry signs, roundabouts. 41 total.					2,050.00
Paper for copier, fax and printers.		1.00	150.00		150.00
Irrigation parts such as heads, valves, nozzles, wire, pipe, glue, primer, valve boxes, bubblers, numerous fittings, etc. Funding allocated is for a total of 48 controllers, 774 valves, an estimated 7,400 heads and nozzels and an underestimated 263,506 linear feet or 49.9 miles of pipe and		1.00	12,000.00		12,000.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 87
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
associated fittings that comprise our current irrigation systems. Current funding level is \$11.72 per zone.		1.00	3,100.00		3,100.00
Promotional supplies for ribbon cuttings, arbor day, other events and educational opportunities.					
0013210 6304 - CHEMICALS		1.00	150.00		10,650.00 150.00
Ant bait to spot treat around playgrounds, volleyball courts, etc.		1.00	7,000.00		7,000.00
Pesticides / Herbicides / Fertilizers - General use all public areas. Organic products for parks.		1.00	3,500.00		3,500.00
Tree maintenance for fertilizers, fungicides, insecticides, etc. all public areas. Add in organics.					
0013210 6305 - UNIFORMS		5.00	125.00		2,130.00 625.00
Uniform shirts for park staff members.		5.00	100.00		500.00
Uniform pants for park staff.		10.00	15.00		150.00
City logo caps for park staff members.		5.00	130.00		650.00
Winter coat or bib coveralls for park staff members 2 year rotation.		5.00	41.00		205.00
Inclement weather gear for park staff members.					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 88
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013210 6309 - LANDSCAPE		1.00	5,200.00		7,200.00 5,200.00
Shrubs, groundcover, trees for various park areas.		1.00	2,000.00		2,000.00
Wildflower display areas, annual re-seeding of wildflowers at McPherson Park and Bransford Park (Webb House).					
0013210 6313 - SMALL TOOLS		1.00	1,175.00		2,175.00 1,175.00
Small engine equipment such as string trimmers, edgers, pumps, grounds vacuum, chain saws, power pole saw, tiller and miscellaneous small equipment as necessary.		1.00	500.00		500.00
Lawn/Garden tools such as shovels, rakes, brooms, saw blades, chain, ect.		1.00	500.00		500.00
Hand tools such as screwdrivers, wrenches, hammers, drills, etc.					
0013210 6314 - BUILDING SUPPLIES		1.00	6,580.00		6,580.00 6,580.00
Paper products and janitorial supplies for park restrooms, park maintenance facility, and park offices.					
0013210 6326 - SAFETY EQUIPMENT/SUPPLIES		1.00	310.00		1,810.00 310.00
Safety gear for maintenance staff to meet OSHA guidelines to include, safety glasses, ear plugs, gloves, traffic vests, etc.		7.00	150.00		1,050.00
Leather work boots for park maintenance staff.		1.00	450.00		450.00
First aid supplies to include bandages, anti-bacterial ointment, sunscreen, mosquito repellent, ect.					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 89
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2017 Adopted

TOTAL SUPPLIES				48,845.00
TOTAL PARKS MAINTENANCE				912,783.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 90
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013220	PARKS ATHLETIC FLD MAINT				
61	PERSONNEL SERVICES				
0013220	6101 - SALARIES				191,884.00
0013220	6105 - SALARY SAVINGS				-3,946.00
0013220	6139 - OVERTIME				3,115.00
0013220	6141 - FICA EXPENSE				15,094.00
0013220	6142 - GROUP HEALTH INSURANCE				42,994.00
0013220	6143 - WORKERS' COMPENSATION				5,553.00
0013220	6145 - UNEMPLOYMENT COMPENSATION				1,138.00
0013220	6146 - RETIREMENT				16,495.00
0013220	6148 - LONGEVITY PAY				2,310.00
	TOTAL PERSONNEL SERVICES				274,637.00
62	CONTRACTUAL SERVICES				
0013220	6204 - TRAVEL				1,290.00
		5.00	30.00		150.00
	To allow athletic field maintenance staff to attend local North Texas Sport Turf Managers Association training opportunities.				
		2.00	245.00		490.00
	Texas Turfgrass Association Conference located in Arlington, Texas. - M&O Supervisor and M&O Specialist				
		1.00	650.00		650.00
	Irrigation class and license testing per job description for M&O Supervisor.				

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 91
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013220 6206 - TRAINING					800.00
		1.00	300.00		300.00
Irrigation CEUs for: M&O Specialist					
		4.00	125.00		500.00
Pesticide License Fees and CEUs for:					
M&O Specialist					
M&O Technician (3)					
0013220 6209 - DUES & SUBSCRIPTIONS					350.00
		2.00	80.00		160.00
Texas Turf Grass Association dues for M&O Supervisor and M&O Specialist.					
		2.00	95.00		190.00
Dues for Sports Turf Managers Association for M&O Supervisor and M&O Specialist.					
0013220 6245 - EQUIPMENT RENTAL					5,785.00
		1.00	3,600.00		3,600.00
Port-a-let rental for Reagan Park and Pleasant Run Soccer Practice facility.					
		1.00	2,185.00		2,185.00
Miscellaneous equipment rental for athletic field maintenance and repairs. Equipment to include roll offs, water pumps auger, trencher, rollers, etc.					
0013220 6261 - VEHICLE MAINTENANCE					1,350.00
		2.00	675.00		1,350.00
Vehicle maintenance for designated vehicles allocated to athletic field maintenance, units 525 and 547.					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 92
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013220 6262 - GAS AND OIL		1.00	1,500.00		4,500.00 1,500.00
Fuel and oil allocation for units:					
525 - \$550					
547 - \$950					
		1.00	3,000.00		3,000.00
Fuel and Oil allocation for athletic field equipment:					
2010 - JD Tractor					
Toro - Reel Mower					
JD - Reel Mower					
Toro - Workman / Spray rig					
3 - Groomers					
sod cutter					
etc.					
0013220 6284 - EQUIPMENT MAINTENANCE		1.00	5,930.00		5,930.00 5,930.00
Funding for maintenance of equipment associated with athletic field maintenance as listed on 6262.					
0013220 6287 - PROPERTY MAINTENANCE		1.00	6,700.00		37,000.00 6,700.00
Athletic field marking paint for soccer, baseball and softball.		1.00	4,800.00		4,800.00
Infield conditioner for baseball and softball fields at Reagan Park and City Park.		1.00	2,000.00		2,000.00
Calcine clay, drying agent for baseball and softball fields.		1.00	1,000.00		1,000.00
Mound clay and infield clay required for pitching mounds and infield maintenance at City Park and Reagan Park.		1.00	1,000.00		1,000.00
Scoreboards, bulbs and controller repair or replacement.		1.00	1,000.00		1,000.00
Masonry chalk, athelic field marking chalk.		1.00	6,000.00		6,000.00
Electrical, repairs and installation of bulbs on					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 93
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
athletic fields at City Park, Reagan Park, Pleasant run Soccer Complex and Pleasant Run Practice facility.		1.00	6,500.00		6,500.00
Sand, compost, and top dressing materials used for athletic fields maintenance.		1.00	3,000.00		3,000.00
Miscellaneous athletic supplies, including bases, pitching rubbers, plugs, corner markers, batter's box clay bricks etc.		1.00	1,000.00		1,000.00
Musco lighting communication, software support for the athletic field Control Link lighting system.		1.00	250.00		250.00
Batting cage astroturf at Reagan Park, annual maintenance for astroturf.		1.00	250.00		250.00
Lightning detectors, annual maintenance, parts and components.		1.00	1,500.00		1,500.00
Athletic field materials used on warning tracks such as, cinder or shale, etc. for softball fields at City Park.		1.00	2,000.00		2,000.00
Trash liners used at athletic complexes, dugouts and spectator areas.					
TOTAL CONTRACTUAL SERVICES					57,005.00
63 SUPPLIES					
0013220 6303 - OPERATING SUPPLIES		1.00	5,500.00		5,500.00
Irrigation parts to repair irrigation systems on the athletic fields to include; irrigation heads, pipe valves, wire, drip lines, valve boxes, diaphragms, double checks, quick couplers, controllers, fittings, reducers, splice kits, irrigation marker flags,					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 94
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
tree bubblers, connectors, drainage pipe, collection boxes, inlet grates, and other miscellaneous irrigation items as necessary.					
0013220 6304 - CHEMICALS					23,000.00
Chemical application tracker agent, dye and foam for tracking chemical application.		1.00	800.00		800.00
Fertilizer for athletic fields at City Park and Pleasant Run Soccer Complex. Organic materials.		1.00	10,030.00		10,030.00
Ant control program for athletic fields at City Park and Pleasant Run Soccer Complex.		1.00	5,520.00		5,520.00
Wetting agent for water conservation chemical for athletic playing fields at City Park and Pleasant Run Complex.		1.00	500.00		500.00
Pesticide / Herbicide for athletic fields at City Park and Pleasant Run Soccer Complex. Added \$1000.00 for herbicide needed to spray out rye grass over seeding.		1.00	6,150.00		6,150.00
0013220 6305 - UNIFORMS					2,130.00
Uniform shirts for athletic field maintenance staff.		25.00	25.00		625.00
Uniform pants for athletic field maintenance staff.		25.00	20.00		500.00
City logo caps for athletic field maintenance staff members.		10.00	15.00		150.00
Foul weather gear for athletic field staff members.		5.00	41.00		205.00
Winter coats or bib coveralls for athletic field maintenance		5.00	130.00		650.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 95
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
staff, winter wear and coveralls on a 2 year rotation.					
0013220 6309 - LANDSCAPE					7,500.00
Replacement of sod in worn and bare areas on athletic fields due to compaction and high traffic on athletic fields at City Park and Pleasant Run Soccer Complex.		1.00	1,500.00		1,500.00
Overseeding of Pleasant Run Soccer Complex.		1.00	6,000.00		6,000.00
0013220 6313 - SMALL TOOLS					2,000.00
Small engine equipment such as, string trimmers, blowers, edgers, pumps, grounds vaccume, chain saws, power pole saws, tiller, and miscellaneous small equipment as necessary.		1.00	1,000.00		1,000.00
Athletic field tools, shovels, rakes, infield mats, spike drags, chalkers etc.		1.00	1,000.00		1,000.00
0013220 6326 - SAFETY EQUIPMENT/SUPPLIES					1,506.00
Eye and ear protection, to meet OSHA specifications. Funding also allows for purchase of gloves, sun screen, mosquito repellent and first aid supplies.		1.00	400.00		400.00
Safety gear to meet OSHA specifications to include, glasses, ear plugs, gloves, traffic vests, ect.		1.00	236.00		236.00
Leather work boots for 5 staff members.		5.00	150.00		750.00
First aid supplies to include bandages, anti-bacterial ointment, sunscreen, mosquito repellent, ect		1.00	120.00		120.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 96
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	Adopted
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TOTAL SUPPLIES				41,636.00
TOTAL PARKS ATHLETIC FLD MAINT				373,278.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 97
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013310	STREETS MAINTENANCE					
61	PERSONNEL SERVICES					
0013310	6101 - SALARIES					371,830.00
0013310	6105 - SALARY SAVINGS					-7,984.00
0013310	6135 - STANDBY PAY					3,810.00
0013310	6139 - OVERTIME					14,864.00
0013310	6141 - FICA EXPENSE					30,539.00
0013310	6142 - GROUP HEALTH INSURANCE					79,777.00
0013310	6143 - WORKERS' COMPENSATION					25,702.00
0013310	6145 - UNEMPLOYMENT COMPENSATION					1,728.00
0013310	6146 - RETIREMENT					33,374.00
0013310	6147 - INCENTIVE PAY					600.00
0013310	6148 - LONGEVITY PAY					5,968.00
0013310	6152 - ACCRUED LEAVE PAY					2,118.00
	TOTAL PERSONNEL SERVICES					562,326.00
62	CONTRACTUAL SERVICES					
0013310	6206 - TRAINING					5,893.00
	Street and Road Maintenance (Streets & Drainage Operations and Maintenance Manager)		1.00	385.00		385.00
	Pavement Markings (Sign Technician)		1.00	240.00		240.00
	Work Zone Safety (6 FTE'S)		6.00	200.00		1,200.00
	Teex Training (2 Equipment Operators + 6 Field Techs)		8.00	385.00		3,080.00
	Public Works Road-E-0 38% of \$2,600 cost		1.00	988.00		988.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 98
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013310 6207 - PRE-EMPLOYMENT		1.00	554.00		554.00
Screenings					554.00
0013310 6209 - DUES & SUBSCRIPTIONS		2.00	100.00		436.00
Texas Water Utilities Association (Streets & Drainage Operations and Maintenance Manager, Equipment Operator)		1.00	175.00		200.00
APWA (Streets & Drainage Operations and Maintenance Manager)		1.00	175.00		175.00
CDL Renewal (Equipment Operator)		1.00	61.00		61.00
0013310 6225 - COMPUTER SERVICES		1.00	760.00		760.00
CRM Software- 38% of \$1,100 cost					760.00
0013310 6226 - MISC. CONTRACTUAL SERVICES		1.00	46,000.00		118,180.00
Signal Maintenance Contract (2 Traffic Signals and 21 School Zone Flashers)		1.00	4,000.00		46,000.00
VueWorks Subscription		1.00	4,000.00		4,000.00
City Property Mowing		1.00	15,000.00		15,000.00
Networkfleet GPS Monitoring		1.00	2,180.00		2,180.00
Contract Maintenance for Quiet Zones		1.00	51,000.00		51,000.00
0013310 6242 - STREET LIGHTING		1.00	247,015.00		247,015.00
Streetlighting Costs					247,015.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 99
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013310 6245 - EQUIPMENT RENTAL		1.00	15,000.00		15,000.00
Rental of specialized equipment such as mini-excavators, motor graders, etc.					
0013310 6261 - VEHICLE MAINTENANCE		1.00	7,050.00		7,050.00
Vehicles 603, 692, 695, 821, 880					
0013310 6262 - GAS AND OIL					18,160.00
0013310 6284 - EQUIPMENT MAINTENANCE		1.00	13,890.00		13,890.00
Equipment 602, 606, 610, 611, 612, 613, 614, 615, 616, 617, 618, 661, 662, 672, 672S, 674, 675, 684, 685, 689, 696					
0013310 6285 - BUILDING MAINT & SUPPLIES		1.00	4,419.00		6,497.00
Service Center custodial contract (38%)		1.00	1,565.00		1,565.00
Misc. repairs to Service Center (38%)		1.00	513.00		513.00
Service Center floor mats contract (38%)					
63 TOTAL CONTRACTUAL SERVICES					433,435.00
SUPPLIES					
0013310 6301 - OFFICE SUPPLIES					500.00
0013310 6305 - UNIFORMS		1.00	5,229.00		5,229.00
Uniform Rental and Clothing Supplies (Street Crew)					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 100
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013310 6308 - PRINTING					58.00
0013310 6313 - SMALL TOOLS					1,700.00
0013310 6314 - BUILDING SUPPLIES					570.00
Paper Supplies for Service Center- 38% of \$1,500		1.00	570.00		570.00
0013310 6317 - TRAFFIC CONTROL SIGNS/SIGNALS					38,500.00
Original budget amount		1.00	23,500.00		23,500.00
Colleyville Boulevard (SH26) Reconstruction Signage		1.00	15,000.00		15,000.00
0013310 6319 - STREET RESURFACING					500,000.00
Pavement Markings Annual Contract		1.00	100,000.00		100,000.00
Miscellaneous Concrete Contract		1.00	300,000.00		300,000.00
Miscellaneous Asphalt Maintenance Contract		1.00	100,000.00		100,000.00
0013310 6324 - INFRASTRUCTURE REPAIR & MAINT					55,450.00
Street Maintenance Supplies		1.00	55,450.00		55,450.00
0013310 6326 - SAFETY EQUIPMENT/SUPPLIES					2,825.00
TOTAL SUPPLIES					604,832.00
68 TRANSFER TO OTHER FU					
0013310 6805 - TRANSFER TO CAPITAL PROJECTS					2,425,000.00
Transfer to Capital Projects Fund for street CIP projects		1.00	2,425,000.00		2,425,000.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 101
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	Adopted
TOTAL TRANSFER TO OTHER FU			2,425,000.00	
TOTAL STREETS MAINTENANCE			4,025,593.00	

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 102
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013410	RECREATION					
61	PERSONNEL SERVICES					
0013410	6101 - SALARIES					170,209.00
0013410	6105 - SALARY SAVINGS					-3,412.00
0013410	6141 - FICA EXPENSE					13,050.00
0013410	6142 - GROUP HEALTH INSURANCE					19,108.00
0013410	6143 - WORKERS' COMPENSATION					516.00
0013410	6145 - UNEMPLOYMENT COMPENSATION					828.00
0013410	6146 - RETIREMENT					14,260.00
0013410	6148 - LONGEVITY PAY					370.00
62	TOTAL PERSONNEL SERVICES					214,929.00
	CONTRACTUAL SERVICES					
0013410	6204 - TRAVEL					3,180.00
	National Recreation & Park Association (NRPA) Conference October 4-7, 2016 - St. Louis, MO Recreation Manager		1.00	2,550.00		2,550.00
	Texas Recreation and Park Society (TRAPS) North Region Conference (Plano, TX) Recreation Manager		1.00	65.00		65.00
	Texas Recreation and Park Society (TRAPS) State Conference (Irving, TX) Recreation Manager		1.00	250.00		250.00
	Texas Recreation and Park Society (TRAPS) North Region Conference (Plano, TX) Recreation Specialist		1.00	65.00		65.00
	Texas Recreation and Park Society (TRAPS) State Conference (Irving, TX) Recreation Specialist		1.00	250.00		250.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 103
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013410 6207 - PRE-EMPLOYMENT					1,500.00
Background Checks - Instructors, Volleyball Coaches, Gym Monitors, etc.		1.00	1,500.00		1,500.00
0013410 6209 - DUES & SUBSCRIPTIONS					769.00
Texas Recreation and Park Society (TRAPS) Membership - Recreation Manager		1.00	85.00		85.00
Texas Recreation and Park Society (TRAPS) Membership - Recreation Specialist		1.00	85.00		85.00
Texas Amateur Athletic Federation (TAAF) Membership - Recreation Manager		1.00	200.00		200.00
National Recreation and Park Association (NRPA) Membership - Recreation Manager		1.00	165.00		165.00
United States Tennis Association (USTA) Membership - Recreation Manager		1.00	35.00		35.00
National Recreation and Park Association (NRPA) Membership - Recreation Specialist		1.00	99.00		99.00
Sam's Membership - Recreation Manager		1.00	45.00		45.00
Costco Membership - Recreation Manager		1.00	55.00		55.00
0013410 6226 - MISC. CONTRACTUAL SERVICES					3,500.00
Texas Junior Anglers - Fishing event for youth (fish stocking program)		1.00	3,500.00		3,500.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 104
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013410 6236 - ADVERTISING		1.00	2,500.00		3,800.00 2,500.00
Brochures - Creative layout, design and production of Library & Recreation brochure three times annually (Winter/Spring, Summer, and Fall Brochures)		1.00	1,000.00		1,000.00
Advertising Events - Winter Ball, Bunny Brunch, Volleyball Leagues, and Summer Programs		1.00	300.00		300.00
Advertising Brochures (3) - Fall, Winter/Spring and Summer brochures					
0013410 6246 - OFFICE EQUIP & MAINTENANCE		1.00	300.00		300.00 300.00
Laminator Maintenance Fee					
0013410 6257 - RECREATION PROGRAM INSTRUCTORS		1.00	16,500.00		121,000.00 16,500.00
Youth Development Classes - Instructor Payments		1.00	3,500.00		3,500.00
Adult Enrichment Classes - Instructor Payments		1.00	25,000.00		25,000.00
Tennis Program - Instructor Payments		1.00	76,000.00		76,000.00
Youth Athletic Programs - Instructor Payment, Volleyball Game Officials and Gym Monitors.					
63 TOTAL CONTRACTUAL SERVICES					134,049.00
63 SUPPLIES					
0013410 6301 - OFFICE SUPPLIES		1.00	550.00		550.00 550.00
Miscellaneous Office Supplies - Writing instruments, binders, desk accessories, legal pads, three-ring binders, labels, post-it notes, and other miscellaneous office items as necessary.					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 105
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013410 6303 - OPERATING SUPPLIES					550.00
Copy and Fax Paper		1.00	300.00		300.00
Card Stock and Foam Board - Advertising		1.00	150.00		150.00
Batteries		1.00	100.00		100.00
0013410 6305 - UNIFORMS					1,585.00
Staff Shirts - Uniform shirts to be worn to special events and volleyball		1.00	1,585.00		1,585.00
0013410 6307 - RECREATION PROGRAM SUPPLIES					14,200.00
Tennis Program Supplies - Tennis ball, tennis ball hoppers		1.00	200.00		200.00
Volleyball League Supplies - Uniforms and Trophies (Fall, Spring, & Summer). New Sand Volleyball Leagues (Fall & Spring)		1.00	4,500.00		4,500.00
Bunny Brunch - Catered Brunch, Eggs, Supplies, Prizes, Entertainment, Petting Zoo, and Decorations		1.00	4,200.00		4,200.00
Winter Ball (Jan.) - DJ, Snacks, Refreshments, Decorations, Supplies, Prizes, Photo Supplies		1.00	3,800.00		3,800.00
Recreation Promotional Items - Custom giveaways for State of the City, Mayor for the Day, School Presentations/Expos (pencils, pens, bags, water bottles, etc.)		1.00	1,300.00		1,300.00
Recreation Programs / Activities - Class materials and supplies		1.00	200.00		200.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 106
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0013410 6308 - PRINTING

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	1.00	1,800.00		2,000.00
Promotional Printing (Flyers, Posters, Bookmarks, etc.)				1,800.00
	1.00	200.00		200.00
Miscellaneous Printing (business cards, etc.)				

0013410 6328 - RECREATION EQUIPMENT

	1.00	200.00		2,080.00
Tennis Equipment - Roll-Dri, Nets, Windscreen, Scorekeepers, Trash Cans				200.00
	1.00	1,280.00		1,280.00
Volleyball Equipment - Ball Carts, Volleyballs, Ball Bags, Flags, Floor Tape, Score Boards, etc.				
	1.00	600.00		600.00
Miscellaneous Recreation Equipment - Miscellaneous Balls, Storage Bins, Tools, Cones, Game Equipment, etc.				

TOTAL SUPPLIES
 TOTAL RECREATION

20,965.00
 369,943.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 107
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013420	REC SENIOR CENTER					
62	CONTRACTUAL SERVICES					
0013420	6204 - TRAVEL					315.00
			1.00	65.00		65.00
	Texas Recreation and Park Society (TRAPS) North Region Conference (Plano, TX) Recreation Specialist		1.00	250.00		250.00
	Texas Recreation and Park Society (TRAPS) State Conference (Irving, TX) Recreation Specialist					
0013420	6207 - PRE-EMPLOYMENT					100.00
	Annual Background Checks - Instructors		1.00	100.00		100.00
0013420	6209 - DUES & SUBSCRIPTIONS					596.00
	International Council on Active Aging (ICAA) Membership - Recreation Specialist		1.00	219.00		219.00
	Texas Recreation and Park Society (TRAPS) Membership - Recreation Specialist		1.00	85.00		85.00
	Star Telegram - Annual newspaper subscription		1.00	276.00		276.00
	AARP - Annual membership dues		1.00	16.00		16.00
0013420	6245 - EQUIPMENT RENTAL					400.00
	Senior Health Fair - Table Rental		1.00	400.00		400.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 108
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013420 6257 - RECREATION PROGRAM INSTRUCTORS		1.00	6,600.00		6,600.00 6,600.00
Senior Recreation Classes - Instructor Payments					
0013420 6261 - VEHICLE MAINTENANCE		1.00	150.00		150.00 150.00
Vehicle #507 - 2010 Ford 15 Passenger Van					
0013420 6262 - GAS AND OIL					400.00
0013420 6284 - EQUIPMENT MAINTENANCE		1.00	300.00		300.00 300.00
Senior Center - Exercise Equipment Maintenance & Repairs					
63 TOTAL CONTRACTUAL SERVICES					8,861.00
63 SUPPLIES					
0013420 6301 - OFFICE SUPPLIES		1.00	100.00		100.00 100.00
Miscellaneous Office Supplies - Writing instruments, paper clips, staples, post-it notes, binders, note pads, other miscellaneous office items as necessary					
0013420 6302 - POSTAGE		1.00	650.00		650.00 650.00
Active Adult Brochure - Mailed three times annually (Fall, Winter/Spring and Summer)					
0013420 6303 - OPERATING SUPPLIES		1.00	650.00		1,000.00 650.00
Senior Center Coffee Supplies - Coffee, filters, creamer, sugar, stir sticks, artificial sweetners, cups					
Senior Center First Aid Supplies - Ice packs and bandages		1.00	100.00		100.00
ID Printer - Supplies (Ribbon,		1.00	250.00		250.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 109
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
	Cards, etc.)					
0013420	6305 - UNIFORMS					
	Staff Shirts - Uniform to be worn at special events		1.00	60.00		60.00 60.00
0013420	6307 - RECREATION PROGRAM SUPPLIES					
	Senior Center Holiday Party - Food, drinks, decorations, prizes, supplies, photo supplies		1.00	1,100.00		3,552.00 1,100.00
	Senior Center Special Events (Senior Health Fair & Miscellaneous Monthly Social Events) - lunch ingredients, game prizes, decorations & misc. event supplies		1.00	1,000.00		1,000.00
	Egg-in-a-Bag Supplies (3rd Wednesday of the Month Event) - Eggs, juice, biscuits, misc. supplies		1.00	262.00		262.00
	Senior Center Facility Supplies - fans, television trays, utility cart, etc.		1.00	190.00		190.00
	Senior Center Tuesday Night Dinner Supplies - Paper products, beverages, utensils, cups		1.00	1,000.00		1,000.00
0013420	6308 - PRINTING					
	Senior Brochure - Brochures printed three times annually		1.00	2,500.00		2,500.00 2,500.00
0013420	6314 - BUILDING SUPPLIES					
	Miscellaneous Building Supplies - Paper towels, disinfectant wipes, light bulbs, cleaning supplies, and other supplies needed for basic building operation		1.00	300.00		300.00 300.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 110
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013420 6328 - RECREATION EQUIPMENT					350.00
Senior Center Fitness Equipment		1.00	200.00		200.00
- Replace worn / damaged items					
Senior Center Miscellaneous		1.00	150.00		150.00
Equipment - Replace worn /					
damaged items					
 TOTAL SUPPLIES					8,512.00
TOTAL REC SENIOR CENTER					17,373.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 111
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013610	COMMUNICATIONS					
61	PERSONNEL SERVICES					
0013610	6101 - SALARIES					23,000.00
0013610	6105 - SALARY SAVINGS					-460.00
0013610	6141 - FICA EXPENSE					1,760.00
0013610	6142 - GROUP HEALTH INSURANCE					3,583.00
0013610	6143 - WORKERS' COMPENSATION					70.00
0013610	6146 - RETIREMENT					1,923.00
	TOTAL PERSONNEL SERVICES					29,876.00
62	CONTRACTUAL SERVICES					
0013610	6204 - TRAVEL					3,600.00
	City-County Communications and Marketing Association (3CMA) Conferece		1.00	1,800.00		1,800.00
	Government Social Media Conference		1.00	1,800.00		1,800.00
	Communications and marketing is continuously evolving, especially social media platforms. The conference, geared to the special requirements of government employees in helping to engage our constituency, keeps the department up to date on the latest methods and technology in the social media arena.					
0013610	6209 - DUES & SUBSCRIPTIONS					1,140.00
	Annual Dues for Government Social Media Communicators		1.00	350.00		350.00
	Annual dues - TAMIO Texas Association for Municipal Information Officers - statewide		1.00	85.00		85.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 112
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
organization catering to the informational needs of city and county PIOs.					
Annual dues - International Association of Business Communicators Professional international organization offering professional development in the field of communications for both public and private sector professionals.		1.00	304.00		304.00
Annual subscription to AP Stylebook Online AP style guide for media/communications professionals.		1.00	26.00		26.00
City-County Communications and Marketing Association (3CMA) Annual Dues		1.00	375.00		375.00
0013610 6226 - MISC. CONTRACTUAL SERVICES					24,500.00
Annual renewal and hosting fees for website + programming changes		1.00	12,000.00		12,000.00
Photography/video services		1.00	7,500.00		7,500.00
Subscriptions for digital services - Archive Social, WeTransfer, Prezi, etc.		1.00	5,000.00		5,000.00
63 TOTAL CONTRACTUAL SERVICES					29,240.00
63 SUPPLIES					
0013610 6301 - OFFICE SUPPLIES					165.00
General office supplies Supplies used for daily business activities and special projects.		1.00	165.00		165.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 113
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
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TOTAL SUPPLIES					165.00
TOTAL COMMUNICATIONS					59,281.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 114
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013710	COLLEVILLE CENTER					
61	PERSONNEL SERVICES					
0013710	6101 - SALARIES					187,385.00
0013710	6102 - TEMPORARY HELP					28,000.00
0013710	6105 - SALARY SAVINGS					-4,826.00
0013710	6139 - OVERTIME					3,043.00
0013710	6141 - FICA EXPENSE					18,459.00
0013710	6142 - GROUP HEALTH INSURANCE					38,216.00
0013710	6143 - WORKERS' COMPENSATION					4,085.00
0013710	6145 - UNEMPLOYMENT COMPENSATION					828.00
0013710	6146 - RETIREMENT					17,832.00
0013710	6148 - LONGEVITY PAY					1,905.00
0013710	6152 - ACCRUED LEAVE PAY					20,963.00
	TOTAL PERSONNEL SERVICES					315,890.00
62	CONTRACTUAL SERVICES					
0013710	6204 - TRAVEL					1,060.00
	10 Chamber Luncheons		10.00	20.00		200.00
	Networking For Businees					
	Bookings at Center					
	Accommodations when attending		1.00	860.00		860.00
	Texas Civic Center Association					
	Managers/Conference					
	Annual seminar and conference					
	with venue managers from					
	across Texas that serve					
	similar and larger municipal					
	venues.					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 115
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013710 6209 - DUES & SUBSCRIPTIONS					585.00
Texas Association of Venues		1.00	160.00		160.00
Center Manager Membership Texas Municipal and Public Venues					
Membership-Center Manager National Association of Assembly Managers National membership provides discounts on seminars and access to venue manager blogs, research methodology and trending in venue and event management practises.		1.00	425.00		425.00
0013710 6226 - MISC. CONTRACTUAL SERVICES					150.00
Piano tuning fee (as needed)		1.00	150.00		150.00
0013710 6236 - ADVERTISING					15,043.00
Center Sponsored Bridal and Event Open House November FY17 -Center Vendor Bridal and Event Open House - Marketing materials as well as promotional premium items to showcase and brand the Colleyville Center as well as local Colleyville businesses.		1.00	1,225.00		1,225.00
Fort Worth Star Telegram Community Newspaper Advertising 12 X run 1/4 page Advertising West Zone-65K Distribution Keller, Westlake, Roanoke, Alliance, Haslet, Trophy Club East Zone--28K Distribution		1.00	4,500.00		4,500.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 116
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

Southlake, Grapevine, Colleyville	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Wedding Pages, LLC on behalf of The Knot Online Digital Advertising Number one online source for bridal venue information. 12 month contract for lead generation/email contact with brides searching online for venues		4.00	656.00		2,624.00
The Knot Print Spring/Summer 2017 Fall / Winter 2017 Branding Texas/Oklahoma focused region.		2.00	657.00		1,314.00
Wedding Wire Online Listing weddingwire.com 3nd year advertising on this website. We have recieved to date over 30 leads. This is do it yourself bride website and they provide immeasurable webinar training in marketing trends.		3.00	960.00		2,880.00
Promotional Items- Bags, squeeze dolls, pens, promotional items for Center branding Branding and promotion at shows and with bridal walk thrus. Bags are used to provide booked brides with Center policies and vendor information upon booking.		1.00	2,500.00		2,500.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 117
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013710 6245 - EQUIPMENT RENTAL		4.00	300.00		1,200.00 1,200.00
Lift Rental For 4X annually rental of lift for lighting, ceiling and shade maintenance					
0013710 6285 - BUILDING MAINT & SUPPLIES		12.00	483.00		19,830.00 5,796.00
Maintenance Cleaning Service (amount provided by Buidling Services) 2017- 5% increase					
Emergency/non preventative maintenance work on non-warranty repairs and maintenance of mechanical systems and equipment. The Center is entering its 19th year and many mechanical items are not under warranty and need fixing, typically on an emergency basis. Includes water fountain, exhaust fans, ice machines, ovens, exit signs, water heater, HVAC, door mechanisms, floor mats, plumbing, auto floor scrubbers, buffer, hand dryers, auto tollet flushers, sink faucets, garbage disposal		1.00	5,500.00		5,500.00
Monitronix- Security System Monthly monitoring		12.00	27.00		324.00
BWS-Fire Alarm Monitoring		4.00	125.00		500.00
Quarterly Window washing of Paladium Windows and Center smaller windows inside and out Ken Crooks Window washing (local Colleyville business)		4.00	700.00		2,800.00
Quarterly Service filter changing system check, filter cleaning and maintenance on 4 AC units Arctic Air ongoing		4.00	365.00		1,460.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 118
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
maintenance 5% increase Checking of 6 AC units located on rooftop. Includes filter and belt and safety check of all units. Filters changed each quarter.					
		1.00	800.00		800.00
BWS-annual building sprinkler system and vent hood check.					
		1.00	950.00		950.00
Annual door maintenance With over 20K visitors a year, the doors need re-alignment, greasing and replacement of weather stripping to keep doors compliant with ADA standards.					
		1.00	1,700.00		1,700.00
Hufcor Annual Partition Maintenance of room dividers in large hall and small conference room Wall is leveled for employee safety in moving during events as well as tracks cleaned and oiled for smooth operation.					
0013710 6287 - PROPERTY MAINTENANCE		1.00	1,000.00		2,500.00 1,000.00
Exterior paint and facade touch ups					
Painting of black safety curb line in front of Center		12.00	70.00		840.00
Monthly spraying of facility interior and exterior (Western Exterminators)		4.00	165.00		660.00
Quarterly Grease Trap Cleaning Located outside kitchen this underground tank collects all the grease from kitchen. Cleaning pumps grease, disposes of grease and includes fuel surcharge for disposal.					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 119
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
63 TOTAL CONTRACTUAL SERVICES					40,368.00
63 SUPPLIES					
0013710 6301 - OFFICE SUPPLIES					680.00
0013710 6303 - OPERATING SUPPLIES					12,970.00
6303-Operating Supplies		4.00	100.00		400.00
computer/copier paper, first aid supplies					
Catering Supplies and Foods-		12.00	500.00		6,000.00
offset by revenue					
With increase in business seminars with breakfast and coffee,tea, soda and water service Center anticipate 25% increase in supplies required.					
Flowers for lobby and restroom		12.00	35.00		420.00
Linen Service- \$2.00 cost per linen/clients charged \$5.00 per linen or linen provided free with standard business booking Monday-Friday 10% increase FY17 @ \$12.50 \$50/month Business rentals in 2017 to include linen rental. Weekly rental contract is @ \$125.00 with weekly replenish of new linens and back door mat, linen bags, linen bag holder, cleaning rags. Service charge, environmental charge for laundering and fuel included in weekly fee.		12.00	512.50		6,150.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 120
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013710 6305 - UNIFORMS		1.00	300.00		300.00 300.00
Facility Staffing- branded shirts for events, work slacks for maintenance crew					
Annual replacement of maintenance crew shirts and new employees for weekend City events.					
0013710 6308 - PRINTING		1.00	750.00		750.00 750.00
Letterhead, business cards, fliers for conventions, customer satisfaction surveys, rate cards, etc.					
0013710 6309 - LANDSCAPE					1,000.00
0013710 6314 - BUILDING SUPPLIES		12.00	800.00		13,940.00 9,600.00
Cleaning Supplies & Paper Products					
Cleaning chemicals including viruscide for restrooms, toilet bowl cleaners, latex gloves, trash can liners, and covers, oven cleaner, dishwashing soap, magic erasers, dusters, micro-fiberpads, air freshners, hand soap.					
Flourescent light bulb replacement		1.00	1,100.00		1,100.00
Floor Care Products including stripper and wax		12.00	250.00		3,000.00
In order to keep main hall floor and the stage finish with high gloss, specialized products are needed and applied on quarterly basis.					
Batteries for microphones		12.00	20.00		240.00
9 volt batteries required for microphones and Crestron remote controller for audio					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 121
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

visual equipment

VENDOR QUANTITY UNIT COST 2017 Adopted

TOTAL SUPPLIES				29,640.00
TOTAL COLLEYVILLE CENTER				385,898.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 122
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0013910	HUMAN RESOURCES					
61	PERSONNEL SERVICES					
0013910	6101 - SALARIES					209,146.00
0013910	6105 - SALARY SAVINGS					-4,199.00
0013910	6141 - FICA EXPENSE					16,060.00
0013910	6142 - GROUP HEALTH INSURANCE					28,662.00
0013910	6143 - WORKERS' COMPENSATION					635.00
0013910	6145 - UNEMPLOYMENT COMPENSATION					621.00
0013910	6146 - RETIREMENT					17,550.00
0013910	6148 - LONGEVITY PAY					788.00
62	TOTAL PERSONNEL SERVICES					269,263.00
	CONTRACTUAL SERVICES					
0013910	6206 - TRAINING					6,325.00
	Texas Municipal Human Resources Association (TMHRA) Annual Conference - HR Dir & HR Analyst		2.00	800.00		1,600.00
	Tyler Technologies Conference for 1 HR staff member		1.00	2,000.00		2,000.00
	HR Southwest Seminar - HR Analyst & HR Mgr		2.00	800.00		1,600.00
	Fort Worth Human Resources Management Association (FWHRMA) Employment Law Seminar - HR Dir & HR Mgr		2.00	200.00		400.00
	Fort Worth Human Resources Management Association (FWHRMA) Strategic Mindset Conference - HR Dir		1.00	175.00		175.00
	Women in Govt - HR Dir or HR Analyst		1.00	100.00		100.00
	Professional in Human Resources		1.00	450.00		450.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 123
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

(PHR) Certification Test - HR
 Analyst

VENDOR QUANTITY UNIT COST 2017 Adopted

0013910 6208 - ORGANIZATIONAL DEVELOPMENT

1.00 37,090.00 41,795.00
 37,090.00

General Fund: \$37,090 (62.50%)
 Utility Fund: \$17,121 (28.85%)
 Drainage Fund: \$5,133 (8.65%)
 TOTAL: \$59,344

Administrative Asst Luncheon
 \$1,000
 Assistant's Roundtable \$800
 Benefit Bid Ad \$50
 Benefits Health Fair \$300
 Birthday Breakfasts \$660
 EAP \$9,096
 Employee Picnic \$1,800
 Employee Recognition \$4,000
 Field Appreciation Day \$1,000
 Flu Shots \$1,200
 In-Service Day \$8,000
 Leadership Team Retreat \$1,000
 NCTCOG Training Account \$1,000
 Onboarding Box Lunches \$500
 Recognition Certificate
 Booklets \$100
 Retirement Plaques \$555
 Softball Team \$795
 Team of Excellence Award Photos
 \$75
 Training \$18,413
 Training - Learning Mgmt System
 \$9,800
 Years of Service Pins \$1,200

1.00 4,705.00 4,705.00

Move Target Solutions software
 budget from Fire Department to
 HR to use as city-wide training
 software

0013910 6209 - DUES & SUBSCRIPTIONS

3.00 190.00 1,170.00
 570.00

Society for Human Resource
 Management (SHRM) Membership
 Dues - HR Dir, HR Mgr & HR
 Analyst

1.00 150.00 150.00

Dallas HR - HR Mgr

1.00 150.00 150.00

Texas Public Risk Management

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 124
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

**ACCOUNTS FOR:
 GENERAL FUND**

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Association (PRIMA) dues - HR Mgr		2.00	75.00		150.00
Texas Human Resources Management Association (TMHRA) Membership Dues - HR Dir & HR Analyst		1.00	150.00		150.00
SPHR Recertification - HR Dir					
0013910 6226 - MISC. CONTRACTUAL SERVICES					1,006.00
Labor Law Poster Compliance		1.00	650.00		650.00
ERS Annual Fee (Texas Social Security Program)		1.00	35.00		35.00
FSA and HRA Privacy Policies		1.00	100.00		100.00
Texas Municipal Human Resources Association (MHRA) Luncheon		1.00	221.00		221.00
Classification and Compensation Study (every 4 years) (50,000.00 paid from Strategic Initiatives Fund)		1.00	.00		.00
63 TOTAL CONTRACTUAL SERVICES					50,296.00
63 SUPPLIES					
0013910 6301 - OFFICE SUPPLIES		1.00	300.00		300.00
0013910 6302 - POSTAGE		1.00	120.00		120.00
0013910 6303 - OPERATING SUPPLIES		1.00	51.00		360.00
HR fax machine replacement cartridge		1.00	275.00		51.00
Tyler ACA Forms		1.00	34.00		275.00
Misc					34.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 125
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR	QUANTITY	UNIT COST	2017	Adopted
				780.00
				320,339.00

TOTAL SUPPLIES
 TOTAL HUMAN RESOURCES

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 126
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0014110	COURT					
61	PERSONNEL SERVICES					
0014110	6101 - SALARIES					180,049.00
0014110	6102 - TEMPORARY HELP					2,000.00
0014110	6105 - SALARY SAVINGS					-4,240.00
0014110	6141 - FICA EXPENSE					16,065.00
0014110	6142 - GROUP HEALTH INSURANCE					38,216.00
0014110	6143 - WORKERS' COMPENSATION					635.00
0014110	6145 - UNEMPLOYMENT COMPENSATION					828.00
0014110	6146 - RETIREMENT					17,555.00
0014110	6148 - LONGEVITY PAY					2,968.00
0014110	6152 - ACCRUED LEAVE PAY					26,964.00
	TOTAL PERSONNEL SERVICES					281,040.00
62	CONTRACTUAL SERVICES					
0014110	6204 - TRAVEL					2,000.00
	TYLER TECHNOLOGIES CONFERENCE		1.00	2,000.00		2,000.00
	Tyler Incode Conference keeps the court staff up on training with Incode products and training					
0014110	6206 - TRAINING					1,400.00
	TX MUNICIPAL COURT EDUCATION CENTER (TMCEC) - continuing education for (3) REQUIRED		3.00	100.00		300.00
	4 REGISTRATIONS FOR TX MUNICIPAL COURT EDUCATION CENTER (TMCEC) SEMINARS x \$50.00 A PERSON		4.00	50.00		200.00
	TX MUNICIPAL COURT EDUCATION CENTER (TMCEC) TRAINING FOR COURT ADMINISTRATOR AND		2.00	300.00		600.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 127
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
JUVENILE CASE MANAGER - AUSTIN - STATE MANDATORY		2.00	100.00		200.00
CLERKS LEGISLATIVE UPDATE SEMINAR - DALLAS COURT ADMINISTRATOR AND CERTIFICATION TRAINING		1.00	100.00		100.00
LOCAL TRAINING FOR CERTIFIED CLERK					
0014110 6209 - DUES & SUBSCRIPTIONS		5.00	40.00		330.00 200.00
NORTH TEXAS COURT CLERKS ASSOCIATION - 5 employees		1.00	50.00		50.00
LEXIS NEXIS RISK SOLUTIONS - traffic law books		1.00	80.00		80.00
GOULDS LAW MANUAL UPDATE FOR JUDGE AND COURT STAFF					
0014110 6218 - MUNICIPAL JUDGE					120,000.00
0014110 6226 - MISC. CONTRACTUAL SERVICES					4,127.00
SAFESITE - document storage		1.00	1,250.00		1,250.00
LEXIS NEXIS RISK SOLUTIONS - legal research		1.00	750.00		750.00
HIRED HANDS - translation services (bilingual and sign language)		1.00	2,127.00		2,127.00
63 TOTAL CONTRACTUAL SERVICES					127,857.00
SUPPLIES					
0014110 6301 - OFFICE SUPPLIES					1,150.00
misc. office supplies		1.00	800.00		800.00
WARRANT ROUNDUP - misc supplies/food/water		1.00	350.00		350.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 128
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0014110 6303 - OPERATING SUPPLIES					7,768.00
OFFICE DEPOT - thermal paper for payment receipts		1.00	800.00		800.00
STAPLES - mailing labels		1.00	700.00		700.00
CPI ONE POINT - copy paper		1.00	1,200.00		1,200.00
SAFE SITE - document storage		1.00	500.00		500.00
CPI ONE POINT - paper for letters, dockets, & complaints		1.00	1,600.00		1,600.00
COLLEYVILLE - paper warrant issue		1.00	325.00		325.00
KELLER - paper warrant issue		1.00	325.00		325.00
OFFICE DEPOT - receipt printer ribbons		1.00	300.00		300.00
OFFICE DEPOT - ticket writer paper for PD		1.00	1,500.00		1,500.00
STAPLES - envelopes for mailing (2 types)		1.00	518.00		518.00
0014110 6308 - PRINTING					1,600.00
KIT JONES INC - hard copy citations, warrant cards, and blue envelopes		1.00	1,250.00		1,250.00
STEVE STRANGE - printing of letterhead / envelopes		1.00	250.00		250.00
STAPLES - misc office supplies / envelopes		1.00	100.00		100.00
TOTAL SUPPLIES					10,518.00
TOTAL COURT					419,415.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 129
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015110	FLEET SERVICES					
61	PERSONNEL SERVICES					
0015110	6101 - SALARIES					145,339.00
0015110	6105 - SALARY SAVINGS					-3,076.00
0015110	6139 - OVERTIME					1,575.00
0015110	6141 - FICA EXPENSE					11,765.00
0015110	6142 - GROUP HEALTH INSURANCE					28,662.00
0015110	6143 - WORKERS' COMPENSATION					2,437.00
0015110	6145 - UNEMPLOYMENT COMPENSATION					621.00
0015110	6146 - RETIREMENT					12,858.00
0015110	6148 - LONGEVITY PAY					3,005.00
0015110	6150 - TOOL ALLOWANCE					960.00
0015110	6152 - ACCRUED LEAVE PAY					2,921.00
62	TOTAL PERSONNEL SERVICES					207,067.00
	CONTRACTUAL SERVICES					
0015110	6206 - TRAINING					3,839.00
	Automotive Service Excellence (ASE) Master Certification Testing-Online Program (Fleet Manager)		1.00	500.00		500.00
	Automotive Service Excellence (ASE) Certification Testing-Self-Study Program (2 Mechanics)		2.00	140.00		280.00
	Mechanical and Diagnostic and Repair Training (x 3)		1.00	659.00		659.00
	Motorcycle Repair Training		2.00	1,200.00		2,400.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 130
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015110 6207 - PRE-EMPLOYMENT					100.00
0015110 6209 - DUES & SUBSCRIPTIONS					2,046.00
Chilton's On-Line Repair Manuals Annual Subscription Cost		1.00	1,500.00		1,500.00
American Public Works Association (APWA) (Fleet Manager)		1.00	175.00		175.00
Rocky Mountain Fleet Mgrs Assoc (Fleet Manager)		1.00	310.00		310.00
Texas Operator's License - Commercial (Fleet Manager)		1.00	61.00		61.00
0015110 6226 - MISC. CONTRACTUAL SERVICES					1,868.00
Networkfleet GPS Monitoring		1.00	1,868.00		1,868.00
0015110 6228 - PROFESSIONAL MAINTENANCE					675.00
Service Parts Cleaner		5.00	135.00		675.00
0015110 6261 - VEHICLE MAINTENANCE					2,050.00
Vehicles 302, 394, 507, 707, 891		1.00	2,050.00		2,050.00
0015110 6262 - GAS AND OIL					8,700.00
Motor Pool Gas and Oil		1.00	3,675.00		3,675.00
All City Vehicles Bulk Oil		1.00	5,025.00		5,025.00
0015110 6283 - SAFETY EQUIPMENT/SERVICES					67.00
0015110 6284 - EQUIPMENT MAINTENANCE					1,695.00
Equipment 300, 303, 334		1.00	495.00		495.00
Fire Department Generator		1.00	1,200.00		1,200.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 131
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
TOTAL CONTRACTUAL SERVICES					21,040.00
63 SUPPLIES					
0015110 6305 - UNIFORMS					2,064.00
Uniform Rental and Misc		1.00	2,064.00		2,064.00
Clothing Supply (X 3)					
0015110 6313 - SMALL TOOLS					1,149.00
0015110 6318 - SHOP SUPPLIES					1,935.00
Various Shop Supplies		1.00	1,935.00		1,935.00
0015110 6326 - SAFETY EQUIPMENT/SUPPLIES					750.00
0015110 6360 - MINOR OPERATING OUTLAY					3,500.00
Motorcycle Table Lift		1.00	3,500.00		3,500.00
(One-Time)					
TOTAL SUPPLIES					9,398.00
TOTAL FLEET SERVICES					237,505.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 132
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015710	FACILITY SERVICES					
61	PERSONNEL SERVICES					
0015710	6101 - SALARIES					114,928.00
0015710	6105 - SALARY SAVINGS					-2,767.00
0015710	6139 - OVERTIME					4,400.00
0015710	6141 - FICA EXPENSE					10,582.00
0015710	6142 - GROUP HEALTH INSURANCE					19,108.00
0015710	6143 - WORKERS' COMPENSATION					5,077.00
0015710	6145 - UNEMPLOYMENT COMPENSATION					414.00
0015710	6146 - RETIREMENT					11,564.00
0015710	6148 - LONGEVITY PAY					295.00
0015710	6152 - ACCRUED LEAVE PAY					18,704.00
	TOTAL PERSONNEL SERVICES					182,305.00
62	CONTRACTUAL SERVICES					
0015710	6204 - TRAVEL					2,000.00
	Building Maintenance Seminars		2.00	500.00		1,000.00
	TBD (Facilities Manager and					
	Building Maintenance					
	Technician)					
	Vocational Training (Building		1.00	1,000.00		1,000.00
	Maintenance Technician)					
0015710	6206 - TRAINING					300.00
	HVAC Continuing Education		1.00	300.00		300.00
	(Facility Manager)					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 133
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015710 6209 - DUES & SUBSCRIPTIONS		2.00	50.00		100.00 100.00
HVAC License (Building Technician and Facility Manager)					
0015710 6226 - MISC. CONTRACTUAL SERVICES		1.00	312.00		312.00 312.00
Networkfleet GPS Monitoring					
0015710 6261 - VEHICLE MAINTENANCE		1.00	2,000.00		2,000.00 2,000.00
Vehicle 693					
0015710 6262 - GAS AND OIL					1,200.00
0015710 6285 - BUILDING MAINT & SUPPLIES		1.00	1,155.00		328,260.00 1,155.00
Backflow Testing (City Hall/Library/Justice Center)					
Elevator Maintenance Agreement (City Hall/Library)					
Janitorial Service (City Hall/Library/Justice Center/Senior Center)					
Miscellaneous Maintenance (boiler repairs, thermostat zone controllers, hot water actuators not covered in blanket maintenance, fire station rollup door repairs, miscellaneous electrical and plumbing, fire alarms, rental equipment expense, locksmith services)					
Window Cleaning (City Hall/Library/Justice Center)					
Boiler Inspections and Maintenance (City Hall/Library)					
Elevator Inspections (City Hall/Library)					
Energy Audit (All Buildings)					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 134
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Fire Inspections (City Hall/Library/Justice Center)		1.00	3,961.00		3,961.00
Floor Mats Contract (City Hall/Library/Justice Center)		1.00	1,600.00		1,600.00
Door Maintenance (Library)		1.00	5,410.00		5,410.00
Pest Control (City Hall/Library/Justice Center)		1.00	5,985.00		5,985.00
Security Systems Maintenance and Supply (City Hall/Library/Justice Center)		1.00	72,264.00		72,264.00
HVAC Maintenance (City Hall/Library/Justice Center)		1.00	1,080.00		1,080.00
Fire Monitoring (City Hall/Library/Justice Center)		1.00	6,300.00		6,300.00
HVAC Maintenance - Repairs, Service, Replacement (Fire Stations 1, 2 and 3)		1.00	792.00		792.00
Pest Control (Fire Stations 1, 2 and 3)		1.00	3,963.00		3,963.00
Janitorial Services (Fire Administration)		1.00	1,250.00		1,250.00
Maintenance Supplies - Paint, Hardware, Door Closures, Lockets, Keys, etc., (Senior Center)		1.00	360.00		360.00
Fire Alarm Monitoring (Senior Center)		1.00	335.00		335.00
Fire Alarm Maintenance Services (Senior Center)		1.00	2,310.00		2,310.00
HVAC Maintenance and Repair (Senior Center)		3.00	1,000.00		3,000.00
Fire Alarm Inspections (Fire Station 1, 2, and 3)		1.00	1,000.00		1,000.00
Door Service Plan (Senior Center)		1.00	1,000.00		1,000.00
Door Service Plan (Library)		1.00	8,565.00		8,565.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 135
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Light Bulb Disposal Contract		1.00	3,000.00		3,000.00
Gate Maintenance Contract (Justice Center)		1.00	11,000.00		11,000.00
Miscellaneous Maintenance (Fire Stations 1, 2, and 3) (General Building Repair, Plumbing Maintenance, Electrical Appliance Repair, Statue Cleaning)		1.00	1,440.00		1,440.00
Fire Monitoring (Fire Stations 1, 2 and 3)		1.00	480.00		480.00
HVAC Maintenance (Senior Center)		1.00	570.00		570.00
Pest Control (Senior Center)		1.00	260.00		260.00
Pest Control (Service Center)		1.00	2,500.00		2,500.00
Bidault House Miscellaneous Repairs		1.00	2,500.00		2,500.00
Original Fire Station - Miscellaneous Repairs		1.00	2,940.00		2,940.00
Panic Button Monitoring		1.00	3,550.00		3,550.00
City Hall Concrete Step Lighting (One-Time)		1.00	16,475.00		16,475.00
Justice Center Wall Repairs (One-Time)		1.00	702.00		702.00
Fire Sprinkler at Fire Stations					
TOTAL CONTRACTUAL SERVICES					334,172.00
63 SUPPLIES					
0015710 6303 - OPERATING SUPPLIES		1.00	500.00		500.00
Tapes, Access Cards, etc.					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 136
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015710 6305 - UNIFORMS		1.00	600.00		600.00
Uniforms and Misc Clothing Supply (Building Technician, Facility Services Manager)					
0015710 6313 - SMALL TOOLS					850.00
0015710 6314 - BUILDING SUPPLIES					8,000.00
Lighting Supplies (City Hall/Library/Justice Center)		1.00	6,000.00		6,000.00
Lighting Supplies/Bulbs (Fire Stations 1, 2 and 3)		1.00	2,000.00		2,000.00
0015710 6326 - SAFETY EQUIPMENT/SUPPLIES					450.00
TOTAL SUPPLIES					10,400.00
TOTAL FACILITY SERVICES					526,877.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 137
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015910	INFORMATION SERVICES					
61	PERSONNEL SERVICES					
0015910	6101 - SALARIES					224,200.00
0015910	6102 - TEMPORARY HELP					20,000.00
0015910	6105 - SALARY SAVINGS					-4,917.00
0015910	6139 - OVERTIME					721.00
0015910	6141 - FICA EXPENSE					18,807.00
0015910	6142 - GROUP HEALTH INSURANCE					28,662.00
0015910	6143 - WORKERS' COMPENSATION					743.00
0015910	6145 - UNEMPLOYMENT COMPENSATION					828.00
0015910	6146 - RETIREMENT					20,552.00
0015910	6148 - LONGEVITY PAY					918.00
	TOTAL PERSONNEL SERVICES					310,514.00
62	CONTRACTUAL SERVICES					
0015910	6204 - TRAVEL					1,430.00
	Mileage Re-imbursement for travel and exp.		1.00	850.00		850.00
	Texas Association of Governmental Information Managers (TAGITM) -Houston, TX					
	Employee Training (Dallas, TX-Irving, TX)					
	Global Knowledge					
	Texas Association of Governmental Information Managers (TAGITM) Hotel		1.00	580.00		580.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 138
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0015910 6206 - TRAINING

ISM CISCO Adaptive Security
 Appliance (ASA) Security
 Training
 Cisco Certified Network
 Professional (CCNP)
 Certification (Updated
 Network Engineer skills)

ISM Manager-- State-owned
 Assets Supervision and
 Administration Commission
 (Sasac) Adaptive Security
 Appliance (ASA)
 Further Security Training

Systems Analyst -- Net +
 Microsoft

Systems Analyst -- Global
 Security Essentials
 Certification (GSEC) 301
 Microsoft

SYSTEM Admin -- SQL Server
 Training
 Microsoft

SYSTEM Admin -- Global Security
 Essentials Certification (GSEC)
 301
 VMWARE

ISM Staff-- various online
 training

City Staff- Individual
 Security Training

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	1.00	3,995.00		28,105.00 3,995.00
	1.00	3,595.00		3,595.00
	1.00	3,995.00		3,995.00
	1.00	2,695.00		2,695.00
	1.00	3,995.00		3,995.00
	1.00	2,695.00		2,695.00
	1.00	2,985.00		2,985.00
	1.00	4,150.00		4,150.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 139
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015910 6209 - DUES & SUBSCRIPTIONS					430.00
TX Assoc. of Govt. Info. Tech Mgrs. (TAGITM)		2.00	140.00		280.00
Texas Association of State systems for Computing and Communications		1.00	150.00		150.00
0015910 6225 - COMPUTER SERVICES					27,298.00
Building inspection 3 Aircards (\$45.00 monthly)		1.00	1,620.00		1,620.00
Fire-EMS Aircard		1.00	600.00		600.00
Fire-Operations Verizon Aircards 5 vehicles		1.00	3,000.00		3,000.00
Fire-Operations Fire Check software maintenance		1.00	600.00		600.00
Fire-Prevention Verizon Aircard		12.00	50.00		600.00
Library-TLC 1 epson Printer		1.00	79.00		79.00
Parks Maintenance- Time Warner Cable Fees \$82.99 Monthly		1.00	1,002.00		1,002.00
Urban Forester- Aircard		1.00	591.00		591.00
AT&T Data Line for regionalization		1.00	3,354.00		3,354.00
Aircards for 20 laptops in patrol/unmarked cars		20.00	600.00		12,000.00
PD ADMIN- 2 aircards for Bait cars		1.00	912.00		912.00
PD-Code Enforcement Aircard		1.00	540.00		540.00
Internet redundancy on-going cost		1.00	2,400.00		2,400.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 140
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015910 6226 - MISC. CONTRACTUAL SERVICES					283,636.00
Laserfiche: Enterprise Rio		1.00	18,890.00		18,890.00
Lic. - 50 concurrent users					
		1.00	7,440.00		7,440.00
Agenda management Software					
(Board Sync)- \$1,500 one time					
in FY 2017 for set up of					
electronic voting module		1.00	16,800.00		16,800.00
CRW permitting software Annual					
Maintenance Contract		1.00	7,100.00		7,100.00
CRW Offsite (IVR) software as a					
service (SAAS)		1.00	4,884.00		4,884.00
Finance - Fund Balance					
Maintenance		1.00	21,754.00		21,754.00
Finance-Munis ERP annual					
Maintenance Contract		1.00	10,876.00		10,876.00
Munis Operating System and					
Database Administration (OSDBA)					
Support and DR site		1.00	681.00		681.00
Fleet- Vehicle Maintenance DB					
software Annual Maintenance		1.00	624.00		624.00
Communications --Rushworks					
Maintenance for cable channel		1.00	2,800.00		2,800.00
Gov Connection (CALL ON					
COLLEYVILLE) Customer Response					
Module (CRM) Hosting		1.00	47,880.00		47,880.00
Microsoft Infrastructure					
support					
Infrastructure support is					
built into Enterprise					
Agreement.					
Moving to Enterprise					
Agreement 2016-This covers					
all systems and application					
upgrades for the City of					
Colleyville annually.		1.00	7,760.00		7,760.00
VMWARE Support Contract		1.00	16,500.00		16,500.00
Swagit online Webcast annual					
agreement		1.00	3,900.00		3,900.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 141
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Barracuda Spam Filter		1.00	3,400.00		3,400.00
Barracuda email Archiver		1.00	1,860.00		1,860.00
VMWARE View Desktop Annual Contract		1.00	3,837.00		3,837.00
FIRE-Emergency Reporing Software Maintenance		1.00	550.00		550.00
Fire- Checkoffs-maintenance		70.00	10.50		735.00
Fire-Active 911		1.00	1,100.00		1,100.00
Engineering- AutoCad Maintenance		1.00	37,000.00		37,000.00
Digitizing documents to laserfiche annual funding		1.00	10,359.00		10,359.00
Munis Disaster Recovery		1.00	1,650.00		1,650.00
Tyler Unlimited Client Access Maintenance		1.00	619.00		619.00
HOSTMONITOR Service- network monitoring software		1.00	2,500.00		2,500.00
CRW-GIS TRAK Annual Maintenance		1.00	1,799.00		1,799.00
Netbrain Annual Maintenance- network monitoring		1.00	4,900.00		4,900.00
Barracuda OFF-site Backup system		1.00	6,200.00		6,200.00
Blade chassis support SERVICE IT direct		1.00	6,600.00		6,600.00
Landguard annual cost- network vulnerability assessment tool		1.00	4,850.00		4,850.00
Ocularis camera maintenance starting after original 3yr contract over.		1.00	19,000.00		19,000.00
Penetration Testing and security audit (Biennial)		1.00	4,500.00		4,500.00
Sql Server Security project		1.00	1,188.00		1,188.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 142
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
American Answering Services (City ISM 24/7 on-call answering service)		1.00	3,100.00		3,100.00
Digital cloud fax model					
0015910 6240 - CELL PHONES		1.00	456.00		456.00
ISM Aircard					456.00
0015910 6246 - OFFICE EQUIP & MAINTENANCE		1.00	22,100.00		25,929.00
A/V Equipment City Hall, Library, and Colleyville Center Repair and maint. of equipment (break/fix annual budget)		1.00	1,645.00		22,100.00
Council Chamber Projector bulbs for overheads Replaced 2 this year at 841.00 each. We should be able to maintain at purchasing 2 a year...		1.00	1,645.00		1,645.00
UPS Annual Battery replacement City Hall We are moving to Smart UPS's over the next 5 years that are a little more expensive. we have 19 closet UPS's we are scheduled to replace 10 a year at \$140.00 a piece. the price is moving to new equipment at \$711.00 EACH. we are going to replace 4 next year plus battery replacement of 6 other battery replacements. (moved \$1,500 to CEDC FY 2017)		1.00	2,184.00		2,184.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 143
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015910 6261 - VEHICLE MAINTENANCE		1.00	878.00		878.00
2005 Ford Expedition maintenance					878.00
0015910 6262 - GAS AND OIL		1.00	500.00		500.00
2005 Ford Expedition Gas/Oil					500.00
63 TOTAL CONTRACTUAL SERVICES					368,662.00
SUPPLIES					
0015910 6301 - OFFICE SUPPLIES					50.00
0015910 6302 - POSTAGE		1.00	500.00		500.00
Shipping for Equipment returns					500.00
0015910 6305 - UNIFORMS		12.00	45.00		540.00
staff shirts					540.00
0015910 6312 - COMPUTER SUPPLIES		1.00	7,782.00		9,282.00
Toner/Ink for printers city-wide		1.00	1,500.00		7,782.00
Miscellaneous Computer Supplies					1,500.00
0015910 6360 - MINOR OPERATING OUTLAY		1.00	4,800.00		138,613.00
Thin Clients For Virtual Desktops		1.00	20,800.00		4,800.00
Laptop Replacement Program For Staff		1.00	6,400.00		20,800.00
IPAD Replacement Program for Fire Department		1.00	1,955.00		6,400.00
20 Monitors for replacement		1.00	33,721.00		1,955.00
Replacement of Data Center 2 Blade servers		1.00	27,419.00		33,721.00
Switch replacement					27,419.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 144
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Desktop replacement program City Hall		1.00	18,600.00		18,600.00
Phone replacement with additional services		1.00	5,028.00		5,028.00
Firewall adaptive security appliance (ASA) replacement- City Hall		1.00	11,190.00		11,190.00
Swagit equipment replacement L2 add (online streaming for broadcasted meetings)		1.00	8,700.00		8,700.00
TOTAL SUPPLIES					148,985.00
66 CAPITAL OUTLAY					
0015910 6635 - COMPUTER EQUIPMENT					
Barracuda backup 490 to 690 upgrade		1.00	8,428.00		8,428.00
TOTAL CAPITAL OUTLAY					8,428.00
TOTAL INFORMATION SERVICES					836,589.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 145
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015920	IS GIS					
61	PERSONNEL SERVICES					
0015920	6101 - SALARIES					8,955.00
0015920	6105 - SALARY SAVINGS					-180.00
0015920	6141 - FICA EXPENSE					687.00
0015920	6142 - GROUP HEALTH INSURANCE					1,338.00
0015920	6143 - WORKERS' COMPENSATION					27.00
0015920	6145 - UNEMPLOYMENT COMPENSATION					29.00
0015920	6146 - RETIREMENT					751.00
0015920	6148 - LONGEVITY PAY					26.00
62	TOTAL PERSONNEL SERVICES					11,633.00
	CONTRACTUAL SERVICES					
0015920	6204 - TRAVEL					2,280.00
	Esri World User Conference		1.00	1,100.00		1,100.00
	Hotel					
	Annual San Diego, CA		1.00	730.00		730.00
	Per Diem for travel Esri &		1.00	450.00		450.00
	Technology Training					
	Mileage Reimbursement					
0015920	6206 - TRAINING					3,995.00
	Microsoft SQL Training &		1.00	3,995.00		3,995.00
	Server 2014					
0015920	6209 - DUES & SUBSCRIPTIONS					250.00
	Southcentral ARC user group		1.00	250.00		250.00
	(SCUAG)					

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 146
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0015920 6223 - ENGINEERING SERVICES		1.00	4,100.00		4,100.00
AERIAL PHOTOGRAPHY 6" COLOR					4,100.00
 0015920 6226 - MISC. CONTRACTUAL SERVICES					44,231.00
GPS Service-Annual Service Agreement Trimble Software		1.00	1,100.00		1,100.00
I-Communities NCTCOG-Annual Maintenance agreement		1.00	4,800.00		4,800.00
Development Services-Application Service Consulting		1.00	4,000.00		4,000.00
Nexus Viewer maintenance-online map viewing		1.00	3,650.00		3,650.00
Enterprise License Agreement (ESRI)		1.00	29,550.00		29,550.00
Plotter Maintenance		1.00	1,131.00		1,131.00
 TOTAL CONTRACTUAL SERVICES					54,856.00
63 SUPPLIES					
0015920 6301 - OFFICE SUPPLIES		1.00	1,750.00		5,430.00
Office Supplies - Printing and Binding (Map Books)					1,750.00
 Plotter Ink		2.00	1,250.00		2,500.00
Plotter Paper Rolls 36"		4.00	100.00		400.00
Outside Plotter Prints larger than 36"		1.00	780.00		780.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 147
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0015920 6305 - UNIFORMS

staff shirts

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	1.00	90.00		90.00

TOTAL SUPPLIES				5,520.00
TOTAL IS GIS				72,009.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 148
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

VENDOR QUANTITY UNIT COST 2017 Adopted

0016210 COMPENSATION ADJUSTMENTS

61 PERSONNEL SERVICES

0016210 6101 - SALARIES

204,873.00

TOTAL PERSONNEL SERVICES

204,873.00

TOTAL COMPENSATION ADJUSTMENTS

204,873.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 149
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0016310 CAPITAL EQUIPMENT RESERVE					
68 TRANSFER TO OTHER FU					
0016310 6810 - CAPITAL EQUIPMENT RESERVE					
Server Replacements		1.00	31,000.00		402,000.00 31,000.00
Vehicle and Capital Equipment Replacement		1.00	221,000.00		221,000.00
Fire Apparatus replacement program		1.00	150,000.00		150,000.00
TOTAL TRANSFER TO OTHER FU					402,000.00
TOTAL CAPITAL EQUIPMENT RESERVE					402,000.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 150
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0019999 NON-DEPARTMENTAL					
62 CONTRACTUAL SERVICES					
0019999 6203 - INSURANCE SHARE					
Property and liability insurance for the General Fund		1.00	173,549.00		173,549.00
Increase of \$20,552 for FY 2015					
Increase of \$21,000 for FY 2016					
(\$14,280 or 68% to General Fund)					
0019999 6238 - ELECTRICITY					
Reduced electricity budget by \$15,000 in FY 2016 based on prior years' history. Savings moved to Police Patrol fuel. Reduced in FY 2017- savings moved to telephone line item.		1.00	435,158.00		435,158.00
0019999 6241 - TELEPHONE					
AT&T bill- \$2,000 per month		12.00	2,000.00		145,448.00
Time Warner- PRIs		12.00	7,000.00		24,000.00
SmartNet contract- annual maintenance fee for new phone equipment		1.00	17,000.00		84,000.00
Colleyville to Keller Time Warner line for Courts		12.00	579.00		17,000.00
Moves/Adds/Changes city-wide phone system		1.00	13,500.00		6,948.00
0019999 6246 - OFFICE EQUIP & MAINTENANCE					
Lease of 14 Copiers and Maintenance on 18 Copiers (General Fund Portion)		1.00	40,406.00		40,406.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 151
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
GENERAL FUND

0019999 6248 - GAS

Reduced gas budget by \$15,000
 in FY 2016 based on trends.
 Savings went to Police Patrol
 fuel. Reduced in FY 2017-
 savings to telephone line item.

VENDOR	QUANTITY	UNIT COST	2017	Adopted
	1.00	35,000.00		35,000.00

0019999 6281 - COMMUNICATIONS MAINTENANCE

NRH Contract/Consortium

City of Fort Worth Contract

American Tower Corporation
 Lease- Euless Tower

Motorola Maintenance Hardware

Single User Account (SUA)-II

Batteries, Parts, Repairs

A/C Contract and Repairs

Radio Tower Propane

Radio Site Generator Repairs

1.00	8,046.00	108,118.00
1.00	4,070.00	8,046.00
1.00	4,070.00	4,070.00
1.00	6,472.00	6,472.00
1.00	53,050.00	53,050.00
1.00	23,517.00	23,517.00
1.00	7,183.00	7,183.00
1.00	4,250.00	4,250.00
1.00	680.00	680.00
1.00	850.00	850.00

63 TOTAL CONTRACTUAL SERVICES
 SUPPLIES

937,679.00

0019999 6302 - POSTAGE

15,880.00

TOTAL SUPPLIES

TOTAL NON-DEPARTMENTAL

TOTAL GENERAL FUND

23,329,761.00

15,880.00
 953,559.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 152
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0022010	UTILITY BILLING				
61	PERSONNEL SERVICES				
0022010	6101 - SALARIES				178,825.00
0022010	6139 - OVERTIME				1,271.00
0022010	6141 - FICA EXPENSE				14,188.00
0022010	6142 - GROUP HEALTH INSURANCE				38,216.00
0022010	6143 - WORKERS' COMPENSATION				560.00
0022010	6145 - UNEMPLOYMENT COMPENSATION				828.00
0022010	6146 - RETIREMENT				15,505.00
0022010	6148 - LONGEVITY PAY				4,760.00
0022010	6152 - ACCRUED LEAVE PAY				617.00
	TOTAL PERSONNEL SERVICES				254,770.00
62	CONTRACTUAL SERVICES				
0022010	6204 - TRAVEL				2,000.00
	Utility Billing Supervisor - Tyler Technologies Conference 2017	1.00	2,000.00		2,000.00
0022010	6206 - TRAINING				198.00
	Training Class TBD for utility billing staff	2.00	99.00		198.00
0022010	6221 - AUDIT				25,722.00
	PATTILLO, BROWN, & HILL ANNUAL AUDIT (Utility Fund Portion)	1.00	25,497.00		25,497.00
	GFOA (CAFR filing fee)	1.00	225.00		225.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 153
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0022010 6225 - COMPUTER SERVICES		1.00	1,999.00		28,359.00 1,999.00
TYLER TECHNOLOGIES - Maintenance Contract		1.00	2,762.00		2,762.00
TYLER TECHNOLOGIES - Hand Held Meter Reading Software		1.00	22,842.00		22,842.00
Munis ERP Financial Suite Annual Maintenance Contract		1.00	756.00		756.00
Munis Support & Update Licensing - IVR Gateway					
0022010 6226 - MISC. CONTRACTUAL SERVICES		1.00	45,979.00		45,979.00 45,979.00
Outsource Printing / Mailing of Utility Bills/PDF File					
0022010 6233 - BANK SERVICE CHARGES		1.00	3,742.00		7,492.00 3,742.00
Wells Fargo - check clearing/deposit posting (70 % split with General Fund)		1.00	3,750.00		3,750.00
GARD CL SW - courier charges armored delivery (70% - 30% to General Fund)					
0022010 6246 - OFFICE EQUIP & MAINTENANCE		1.00	200.00		895.00 200.00
Automatic Letter Opener Annual Contract		1.00	695.00		695.00
Shredder Maintenance Cleaning/Maintenance					
0022010 6285 - BUILDING MAINT & SUPPLIES		1.00	7,807.00		7,807.00 7,807.00
ORIENTAL BLDG SERVICES - Janitorial Service 1/6 of City Hall					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 154
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
TOTAL CONTRACTUAL SERVICES					118,452.00
63 SUPPLIES					
0022010 6301 - OFFICE SUPPLIES					670.00
STAPLES - misc supplies		1.00	670.00		670.00
0022010 6302 - POSTAGE					47,538.00
USPS - P.O.Box Rental for Box 1016 Return Address for Utility Bills		1.00	150.00		150.00
P.O. Box rental					
Department letters					
PURCHASE POWER - postage for meter		1.00	2,700.00		2,700.00
HIGH COTTON - metered postage		1.00	44,688.00		44,688.00
Utility Bills					
Currently water bill					
postage is \$3,652.00 x 12 = \$43,824.00					
Delinquent notices postage is \$72.00 x 12 = \$864.00					
0022010 6303 - OPERATING SUPPLIES					2,055.00
STAPLES - misc supplies		1.00	750.00		750.00
CPI ONE POINT - copy paper		1.00	500.00		500.00
PRINTING SYSTEMS INC - notices/forms		1.00	250.00		250.00
STEVE STRANGE - forms		1.00	55.00		55.00
RECEIPT SCANNERS / OTHER		1.00	500.00		500.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 155
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0022010 6308 - PRINTING		1.00	450.00		988.00 450.00
STEVE STRANGE - deposit books, letter head & envelopes		1.00	538.00		538.00
PRINTING SYSTEMS INC - past due envelopes for final bills & reprint bills					
0022010 6312 - COMPUTER SUPPLIES		1.00	1,629.00		1,629.00 1,629.00
STAPLES - HP Laser Printers - toner/supplies					
TOTAL SUPPLIES					52,880.00
TOTAL UTILITY BILLING					426,102.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 156
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026110	UTILITY OPERATIONS WATER					
61	PERSONNEL SERVICES					
0026110	6101 - SALARIES					192,347.00
0026110	6135 - STANDBY PAY					2,955.00
0026110	6139 - OVERTIME					17,794.00
0026110	6141 - FICA EXPENSE					16,936.00
0026110	6142 - GROUP HEALTH INSURANCE					47,771.00
0026110	6143 - WORKERS' COMPENSATION					8,238.00
0026110	6145 - UNEMPLOYMENT COMPENSATION					1,035.00
0026110	6146 - RETIREMENT					18,507.00
0026110	6147 - INCENTIVE PAY					900.00
0026110	6148 - LONGEVITY PAY					2,968.00
0026110	6152 - ACCRUED LEAVE PAY					4,415.00
	TOTAL PERSONNEL SERVICES					313,866.00
62	CONTRACTUAL SERVICES					
0026110	6206 - TRAINING					3,710.00
	Work Zone Safety (7 FTE's)		7.00	200.00		1,400.00
	Texas A&M Engineering Extension Service (TEEX) Training (6 FTE's)		6.00	385.00		2,310.00
0026110	6207 - PRE-EMPLOYMENT					647.00
0026110	6209 - DUES & SUBSCRIPTIONS					1,396.00
	Texas Water Utilities Association (Equipment Operator & Water and Wastewater Supervisor)		1.00	200.00		200.00
	American Water Works Association (Division)		1.00	752.00		752.00
	Backflow Prevention Assembly		1.00	111.00		111.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 157
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
Tester (Water and Wastewater Supervisor)		1.00	111.00		111.00
Customer Service Inspector (Water and Wastewater Supervisor)		1.00	111.00		111.00
Water License Renewal (Equipment Operator)		1.00	111.00		111.00
Wastewater License Renewal (Equipment Operator)					
0026110 6226 - MISC. CONTRACTUAL SERVICES					24,390.00
DART ROW Agreement 200791 (16" Water Line)		1.00	16,544.00		16,544.00
VueWorks Asset Management Software Subscription		1.00	6,000.00		6,000.00
Networkfleet GPS Monitoring		1.00	1,246.00		1,246.00
DART ROW Agreement 980501 (@ John McCain)		1.00	300.00		300.00
DART ROW Agreement 991004		1.00	300.00		300.00
0026110 6231 - LEGAL ADVERTISING					600.00
0026110 6240 - CELL PHONES					990.00
Two (2) After-Hour Cell Phones		1.00	990.00		990.00
0026110 6245 - EQUIPMENT RENTAL					1,000.00
Emergency Rental of Pumps and Equipment		1.00	1,000.00		1,000.00
0026110 6251 - T.R.A. WATER					8,980,767.00
FY 2017 estimated TRA debt service		1.00	2,795,881.00		2,795,881.00
FY 2017 estimated TRA volumetric charges		1.00	6,184,886.00		6,184,886.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 158
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026110 6253 - WATER SAMPLES		1.00	10,000.00		10,000.00
Water samples for water quality testing					10,000.00
0026110 6261 - VEHICLE MAINTENANCE		1.00	4,000.00		4,000.00
Vehicles 811, 822, 883					4,000.00
0026110 6262 - GAS AND OIL					12,950.00
0026110 6274 - METER MAINT AND TESTING					1,500.00
0026110 6284 - EQUIPMENT MAINTENANCE		1.00	6,544.00		6,544.00
Equipment 810, 883, 884 885, 897					6,544.00
0026110 6296 - WATER LICENSING FEE		1.00	23,000.00		23,000.00
TCEQ fee for water system at \$2.45 per connection					23,000.00
63 TOTAL CONTRACTUAL SERVICES					9,071,494.00
SUPPLIES					
0026110 6302 - POSTAGE					3,690.00
0026110 6304 - CHEMICALS					2,450.00
0026110 6305 - UNIFORMS		1.00	2,843.00		2,843.00
Uniform Rental and Miscellaneous Clothing Supplies - Water Crew					2,843.00
0026110 6308 - PRINTING		1.00	3,000.00		3,300.00
Water Quality Report		1.00	300.00		3,000.00
Printing of door hangers					300.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 159
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026110 6313 - SMALL TOOLS					3,400.00
0026110 6324 - REPAIR & MAINTENANCE					87,219.00
Water System Maintenance		1.00	59,909.00		59,909.00
Well and Pump Maintenance		1.00	10,000.00		10,000.00
Storage System Maintenance		1.00	13,750.00		13,750.00
Water and Pipe Supplies		1.00	3,560.00		3,560.00
66 TOTAL SUPPLIES					102,902.00
66 CAPITAL OUTLAY					
0026110 6654 - WATER METER & FIRE PLUGS					100,000.00
Water meters and fire hydrants		1.00	100,000.00		100,000.00
0026110 6670 - INFRASTRUCTURE RENEWAL					804,500.00
FY 2017 contribution to utility CIP projects		1.00	804,500.00		804,500.00
TOTAL CAPITAL OUTLAY					904,500.00
TOTAL UTILITY OPERATIONS WATER					10,392,762.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 160
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
UTILITY FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026120	UTILITY OPERATIONS WASTEWATER					
61	PERSONNEL SERVICES					
0026120	6101 - SALARIES					101,648.00
0026120	6135 - STANDBY PAY					2,829.00
0026120	6139 - OVERTIME					16,846.00
0026120	6141 - FICA EXPENSE					9,530.00
0026120	6142 - GROUP HEALTH INSURANCE					28,662.00
0026120	6143 - WORKERS' COMPENSATION					4,548.00
0026120	6145 - UNEMPLOYMENT COMPENSATION					621.00
0026120	6146 - RETIREMENT					10,414.00
0026120	6147 - INCENTIVE PAY					1,500.00
0026120	6148 - LONGEVITY PAY					1,743.00
62	TOTAL PERSONNEL SERVICES					178,341.00
	CONTRACTUAL SERVICES					
0026120	6206 - TRAINING					1,995.00
	Supervisory Training (Water and Wastewater Supervisor)		1.00	240.00		240.00
	Texas A&M Engineering Extension Service (TEEX) Training (3 FTE's)		3.00	385.00		1,155.00
	Work Zone Safety (3 FTE's)		3.00	200.00		600.00
0026120	6207 - PRE-EMPLOYMENT					367.00
0026120	6209 - DUES & SUBSCRIPTIONS					752.00
	American Water Works Association (Division)		1.00	752.00		752.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 161
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026120 6226 - MISC. CONTRACTUAL SERVICES					8,402.00
VueWorks Asset Management Software Subscription		1.00	5,000.00		5,000.00
Leasing/Repair of Air Monitors (Q-Rae)		1.00	1,845.00		1,845.00
Networkfleet GPS Monitoring		1.00	1,557.00		1,557.00
0026120 6252 - T.R.A. SEWER					2,406,633.00
FY 2017 estimate for TRA wastewater flows and debt		1.00	2,406,633.00		2,406,633.00
0026120 6261 - VEHICLE MAINTENANCE					1,500.00
Vehicle 889		1.00	1,500.00		1,500.00
0026120 6262 - GAS AND OIL					10,300.00
0026120 6284 - EQUIPMENT MAINTENANCE					15,000.00
Equipment 803, 819, 820, 823, 823T, 820AB, 898		1.00	15,000.00		15,000.00
63 TOTAL CONTRACTUAL SERVICES					2,444,949.00
63 SUPPLIES					
0026120 6304 - CHEMICALS					3,300.00
0026120 6305 - UNIFORMS					2,988.00
Uniform Rental and Miscellaneous Clothing Supplies (Wastewater Crew)		1.00	2,988.00		2,988.00
0026120 6313 - SMALL TOOLS					2,600.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 162
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026120 6324 - REPAIR & MAINTENANCE					60,408.00
Wastewater System Maintenance		1.00	50,408.00		50,408.00
Lift Station and Pump Maintenance		1.00	8,000.00		8,000.00
Sewer Pipe Supply		1.00	2,000.00		2,000.00
66 TOTAL SUPPLIES					69,296.00
66 CAPITAL OUTLAY					
0026120 6645 - OPERATING EQUIPMENT					10,000.00
FY 2017 Camera for Wastewater lines (one-time \$9,000 and \$1,000 ongoing)		1.00	10,000.00		10,000.00
TOTAL CAPITAL OUTLAY					10,000.00
TOTAL UTILITY OPERATIONS WASTEWATER					2,702,586.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 163
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
UTILITY FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026130	UTILITY SUPPORT					
61	PERSONNEL SERVICES					
0026130	6101 - SALARIES					838,342.00
0026130	6135 - STANDBY PAY					2,460.00
0026130	6139 - OVERTIME					19,744.00
0026130	6141 - FICA EXPENSE					67,370.00
0026130	6142 - GROUP HEALTH INSURANCE					120,382.00
0026130	6143 - WORKERS' COMPENSATION					10,968.00
0026130	6145 - UNEMPLOYMENT COMPENSATION					2,929.00
0026130	6146 - RETIREMENT					73,620.00
0026130	6147 - INCENTIVE PAY					2,400.00
0026130	6148 - LONGEVITY PAY					5,696.00
0026130	6152 - ACCRUED LEAVE PAY					11,999.00
	TOTAL PERSONNEL SERVICES					1,155,910.00
62	CONTRACTUAL SERVICES					
0026130	6206 - TRAINING					9,420.00
	VueWorks Conference (Asst. to Director)		1.00	1,500.00		1,500.00
	Pump and Motor Maintenance (Pump Maintenance Operator)		1.00	385.00		385.00
	Certified Floodplain Manager Training (Project Engineer)		1.00	500.00		500.00
	Texas Public Works Association (TPWA) Local Training Functions (Project Engineer)		1.00	200.00		200.00
	Texas Public Works Association (TPWA) Short Course (Project Engineer)		1.00	1,000.00		1,000.00
	Texas Water Laws and Regulations (Project Engineer)		1.00	290.00		290.00
			1.00	1,070.00		1,070.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 164
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
ArcGIS Training (GIS Technician)		1.00	1,155.00		1,155.00
Texas A&M Engineering Extension Service (TEEX) Training (3 FTE's)		1.00	600.00		600.00
Work Zone Safety (3 FTE's)		1.00	300.00		300.00
Texas Water Utilities Association (TWUA) Regional School (Water and Wastewater Maintenance and Operations Manager)		1.00	1,250.00		1,250.00
Texas American Water Works Association (AWWA) Annual Conference - "Texas Water" (Water and Wastewater Maintenance and Operations Manager)		1.00	1,170.00		1,170.00
Public Works Road-E-0 45% of \$2,600 cost					
0026130 6207 - PRE-EMPLOYMENT					201.00
0026130 6208 - ORGANIZATIONAL DEVELOPMENT					17,121.00
0026130 6209 - DUES & SUBSCRIPTIONS		3.00	100.00		4,112.00 300.00
Texas Water Utilities Association (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator, and Meter Services Worker)		1.00	90.00		90.00
Certified Floodplain Manager (Project Engineer)		1.00	40.00		40.00
P.E. Renewal (Project Engineer)		5.00	175.00		875.00
APWA (Water and Wastewater Maintenance and Operations Manager, Project Engineer, Water and Wastewater Supervisor, Asst. to Director, GIS Technician)		1.00	2,363.00		2,363.00
Regional Public Works Program (1/2 cost)					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 165
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
		2.00	111.00		222.00
	Wastewater License (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator)				
		2.00	111.00		222.00
	Water License (Water and Wastewater Maintenance and Operations Manager, Pump Maintenance Operator)				
0026130 6225 - COMPUTER SERVICES		12.00	85.00		1,920.00
	WI-FI Cards for Field Connectivity- monthly charge				1,020.00
		1.00	900.00		900.00
	CRM Software- 45% of \$1,100 cost				
0026130 6226 - MISC. CONTRACTUAL SERVICES		1.00	1,869.00		1,869.00
	Networkfleet GPS Monitoring				1,869.00
0026130 6246 - OFFICE EQUIP & MAINTENANCE					1,840.00
0026130 6261 - VEHICLE MAINTENANCE		1.00	2,900.00		2,900.00
	Vehicles 620, 679, 807, 815, 817, 899				2,900.00
0026130 6262 - GAS AND OIL					16,350.00
0026130 6284 - EQUIPMENT MAINTENANCE		1.00	400.00		400.00
	Equipment 813				400.00
0026130 6285 - BUILDING MAINT & SUPPLIES		1.00	5,234.00		7,696.00
	Custodial Contract for Public Works Service Center (45%)				5,234.00
	Misc Repairs of Service Center (45%)	1.00	1,854.00		1,854.00
	Floor Mats Contract (45%)	1.00	608.00		608.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 166
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
TOTAL CONTRACTUAL SERVICES					63,829.00
63 SUPPLIES					
0026130 6301 - OFFICE SUPPLIES					1,800.00
0026130 6303 - OPERATING SUPPLIES					900.00
0026130 6305 - UNIFORMS					4,449.00
		1.00	4,449.00		4,449.00
Uniform Rental and Miscellaneous Clothing Supply (Utility Support Personnel)					
0026130 6308 - PRINTING					485.00
0026130 6312 - COMPUTER SUPPLIES					1,000.00
0026130 6313 - SMALL TOOLS					2,000.00
0026130 6314 - BUILDING SUPPLIES					675.00
		1.00	675.00		675.00
Paper Supplies for Service Center- 45% of \$1,500					
0026130 6326 - SAFETY EQUIPMENT/SUPPLIES					6,225.00
		1.00	6,225.00		6,225.00
Barricades, Cones, Personal Protective Equipment (Gloves, Germicide, Sunscreen, Electrolytes, etc.) for Utility Support, Water and Wastewater					
TOTAL SUPPLIES					17,534.00
TOTAL UTILITY SUPPORT					1,237,273.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 167
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

VENDOR QUANTITY UNIT COST 2017 Adopted

0026210 COMPENSATION ADJUSTMENTS

61 PERSONNEL SERVICES

0026210 6101 - SALARIES

28,208.00

TOTAL PERSONNEL SERVICES

28,208.00

TOTAL COMPENSATION ADJUSTMENTS

28,208.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 168
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026410	TRANSFERS				
68	TRANSFER TO OTHER FU				
0026410	6820 - INTRAFUND LOAN REPYMT-TOMORROW				
	Interfund loan repayment to Colleyville Tomorrow Fund for the 2012 Vactor Truck (7 years)	1.00	44,286.00		44,286.00 44,286.00
	TOTAL TRANSFER TO OTHER FU				44,286.00
	TOTAL TRANSFERS				44,286.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 169
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0026510	DEBT SERVICE					
65	DEBT SERVICE					
0026510	6592 - REVENUE BOND PRINCIPAL PAYMENT					
	FY 2017 principal payment for		1.00	350,000.00		350,000.00
	2010 Refunding Bonds					350,000.00
0026510	6595 - BOND PAYMENT INTEREST					
	FY 2017 interest payment for		1.00	9,900.00		9,900.00
	2010 Refunding Bonds					9,900.00
TOTAL DEBT SERVICE						359,900.00
TOTAL DEBT SERVICE						359,900.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 170
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
UTILITY FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0029999	NON-DEPARTMENTAL					
62	CONTRACTUAL SERVICES					
0029999	6203 - INSURANCE SHARE					76,033.00
	Property and liability insurance for the Utility Fund		1.00	76,033.00		76,033.00
	Increase of \$9,000 for FY 2015					
	Increase of \$6,300 for FY 2016					
	(30% of increase)					
0029999	6238 - ELECTRICITY					125,454.00
	Based on electricity cost % from FY 2012 actuals.		1.00	116,000.00		116,000.00
	8.15% increase for electricity per TCAP		1.00	9,454.00		9,454.00
0029999	6241 - TELEPHONE					3,896.00
0029999	6246 - OFFICE EQUIP & MAINTENANCE					3,165.00
	Copier Lease and Maintenance (Utility Fund Portion)		1.00	3,165.00		3,165.00
0029999	6248 - GAS					9,567.00
0029999	6281 - COMMUNICATIONS MAINTENANCE					16,537.00
	NRH Contract/Consortium		1.00	1,231.00		1,231.00
	City of Fort Worth Contract		1.00	622.00		622.00
	American Tower Corporation Lease- Eulless Tower		1.00	990.00		990.00
	Motorola Maintenance Hardware		1.00	8,114.00		8,114.00
	SUA-II		1.00	3,597.00		3,597.00
	Batteries, Parts, and Repairs		1.00	1,099.00		1,099.00
	A/C Contract and Repairs		1.00	650.00		650.00
	Radio Tower Propane		1.00	104.00		104.00
			1.00	130.00		130.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 171
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
UTILITY FUND

Radio Site Generator Repairs

VENDOR QUANTITY UNIT COST 2017 Adopted

63	TOTAL CONTRACTUAL SERVICES				234,652.00
	SUPPLIES				
0029999	6302 - POSTAGE				5,051.00
66	TOTAL SUPPLIES				5,051.00
	CAPITAL OUTLAY				
0029999	6650 - MOTOR VEHICLES				81,100.00
		1.00	81,100.00		81,100.00
	Vehicle and Capital Equipment				
	Replacement; To be moved to a				
	cash account				
	TOTAL CAPITAL OUTLAY				81,100.00
	TOTAL NON-DEPARTMENTAL				320,803.00
	TOTAL UTILITY FUND			15,511,920.00	

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 172
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DEBT SERVICE FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0046510	DEBT SERVICE					
65	DEBT SERVICE					
0046510	6501 - G.O. REFUNDING BONDS (2006)					542,229.00
	2006 G.O. Refunding Bonds include a refinance of general fund debt and debt paid from the CCCPD Fund that is supported by sales tax. This portion is the general tax supported debt.		1.00	38,367.00		38,367.00
	2006 G.O. Refunding Bonds include a refinance of general fund debt and debt paid from the CCCPD Fund that is supported by sales tax. This portion is the sales tax supported debt. The CCCPD Fund transfers funds for payment of its portion over to the Debt Service Fund and both portions are rolled up into a single payment.		1.00	503,862.00		503,862.00
0046510	6502 - G.O. REFUNDING BONDS (2011)					169,950.00
0046510	6525 - G. O. BONDS (2007)					153,000.00
0046510	6526 - G.O. REFUNDING BONDS (2016)					776,466.00
0046510	6583 - 2016 FIRE ENGINE LEASE					49,723.00
	Annual lease purchase payment on 2016 Fire Engine (10 year)		1.00	49,723.00		49,723.00
0046510	6584 - FIRE TRUCK LOAN					116,839.00
	Annual lease purchase payment for 2010 Fire Truck (10 Year)		1.00	116,839.00		116,839.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 173
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DEBT SERVICE FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0046510 6588 - 2013 AMBULANCE LEASE		1.00	44,580.00		44,580.00
2008 Ambulance Lease Purchase annual payment (10 year)					
0046510 6599 - PAYING AGENTS FEES					1,250.00
TOTAL DEBT SERVICE					1,854,037.00
TOTAL DEBT SERVICE					1,854,037.00
TOTAL DEBT SERVICE FUND		1,854,037.00			

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 174
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0175210 DRAINAGE					
61 PERSONNEL SERVICES					
0175210 6101 - SALARIES					193,209.00
0175210 6135 - STANDBY PAY					3,166.00
0175210 6139 - OVERTIME					18,182.00
0175210 6141 - FICA EXPENSE					17,503.00
0175210 6142 - GROUP HEALTH INSURANCE					50,732.00
0175210 6143 - WORKERS' COMPENSATION					8,318.00
0175210 6145 - UNEMPLOYMENT COMPENSATION					1,099.00
0175210 6146 - RETIREMENT					19,127.00
0175210 6147 - INCENTIVE PAY					600.00
0175210 6148 - LONGEVITY PAY					3,129.00
0175210 6152 - ACCRUED LEAVE PAY					10,500.00
62 TOTAL PERSONNEL SERVICES					325,565.00
62 CONTRACTUAL SERVICES					
0175210 6206 - TRAINING					
		4.00	200.00		2,397.00
Traffic Safety Training (4 FTE's)					800.00
		3.00	385.00		1,155.00
Texas A&M Engineering Extension Service (TEEX) Training (2 Equipment Operators + 1 Field Technician)					
		1.00	442.00		442.00
Public Works Road-E-0 17% of \$2,600 cost					

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 175
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0175210 6207 - PRE-EMPLOYMENT					302.00
0175210 6208 - ORGANIZATIONAL DEVELOPMENT					5,133.00
0175210 6221 - AUDIT					1,500.00
Patillo, Brown, & Hill annual audit- Drainage Fund portion		1.00	1,500.00		1,500.00
0175210 6223 - ENGINEERING SERVICES					39,355.00
0175210 6225 - COMPUTER SERVICES					7,382.00
Citizen Response Module		1.00	2,000.00		2,000.00
Data Wise Software/ for Advanced Flood Warning System		1.00	1,500.00		1,500.00
Lights at Low Water Crossings		1.00	3,542.00		3,542.00
Aircards for Cameras at Low Water Crossings		1.00	340.00		340.00
CRM Software- 17% of \$1,100 cost					
0175210 6226 - MISC. CONTRACTUAL SERVICES					12,734.00
DART ROW Agreement 920526 (Ditch Near Pleasant Run Road)		1.00	100.00		100.00
VueWorks Asset Management Software Subscription		1.00	3,000.00		3,000.00
Networkfleet GPS Monitoring		1.00	1,246.00		1,246.00
Flood Warning System Maintenance Contract		1.00	5,288.00		5,288.00
Ditch Spraying in Public ROW		1.00	3,000.00		3,000.00
DART ROW Agreement 941104 (Oak Crest Subdivision)		1.00	100.00		100.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 176
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0175210 6245 - EQUIPMENT RENTAL		1.00	6,000.00		6,000.00 6,000.00
Rental of Excavators, Loaders, Pumps and Other Necessary Equipment					
0175210 6261 - VEHICLE MAINTENANCE		1.00	2,850.00		2,850.00 2,850.00
Vehicles 682, 697					
0175210 6262 - GAS AND OIL					19,650.00
0175210 6284 - EQUIPMENT MAINTENANCE		1.00	10,900.00		10,900.00 10,900.00
Equipment 601, 609, 686, 688, 896					
0175210 6285 - BUILDING MAINT & SUPPLIES		1.00	1,977.00		2,907.00 1,977.00
Service Center Custodial Contract (17%)					
		1.00	700.00		700.00
Misc. repairs to Service Center (17%)					
		1.00	230.00		230.00
Service Center floor mats contract (17%)					
63 TOTAL CONTRACTUAL SERVICES					111,110.00
SUPPLIES					
0175210 6301 - OFFICE SUPPLIES					500.00
0175210 6305 - UNIFORMS		1.00	3,200.00		3,200.00 3,200.00
Uniform Rental and Miscellaneous Clothing Supply for Drainage Crew					

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 177
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0175210 6312 - COMPUTER SUPPLIES					400.00
0175210 6313 - SMALL TOOLS					1,703.00
0175210 6314 - BUILDING SUPPLIES					255.00
Paper Supplies for Service Center- 17% of \$1,500		1.00	255.00		255.00
0175210 6324 - REPAIR & MAINTENANCE					35,558.00
Drainage Maintenance and Supply		1.00	35,558.00		35,558.00
(Curlex, asphalt disposal, small tools, tarps, etc.)					
0175210 6326 - SAFETY EQUIPMENT/SUPPLIES					2,085.00
TOTAL SUPPLIES					43,701.00
TOTAL DRAINAGE					480,376.00

08/30/2016 11:21
alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT
P 178
bgnyrpts
PROJECTION: 20171 FY 2017 Operating Budget
ACCOUNTS FOR:
DRAINAGE FEE FUND

		VENDOR	QUANTITY	UNIT COST	2017	Adopted
0175220	STORM WATER					
61	PERSONNEL SERVICES					
0175220	6101 - SALARIES					62,000.00
0175220	6141 - FICA EXPENSE					4,822.00
0175220	6142 - GROUP HEALTH INSURANCE					10,510.00
0175220	6143 - WORKERS' COMPENSATION					401.00
0175220	6145 - UNEMPLOYMENT COMPENSATION					228.00
0175220	6146 - RETIREMENT					5,270.00
0175220	6148 - LONGEVITY PAY					1,035.00
62	TOTAL PERSONNEL SERVICES					84,266.00
	CONTRACTUAL SERVICES					
0175220	6206 - TRAINING					500.00
	Extended Education Classes for Code Enforcement Certification (Environmental Compliance Officer)		1.00	500.00		500.00
0175220	6209 - DUES & SUBSCRIPTIONS					140.00
	TCEQ Stormwater Annual Permit		1.00	100.00		100.00
	Code Enforcement License Renewal (Env Compl Officer)		1.00	40.00		40.00
0175220	6221 - AUDIT					500.00
0175220	6225 - COMPUTER SERVICES					1,600.00
	Assist Stormwater Software		1.00	1,000.00		1,000.00
	Aircard for Environmental Compliance Officer		1.00	600.00		600.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 179
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0175220 6226 - MISC. CONTRACTUAL SERVICES					12,312.00
Spring Sweep Event		1.00	12,000.00		12,000.00
Networkfleet GPS Monitoring		1.00	312.00		312.00
0175220 6229 - COMMUNITY RELATIONS					175.00
0175220 6261 - VEHICLE MAINTENANCE					250.00
Vehicle 717		1.00	250.00		250.00
0175220 6262 - GAS AND OIL					4,000.00
0175220 6296 - WATER LICENSING FEE					3,232.00
NCTCOG ISwim Fees		1.00	3,220.00		3,220.00
Texas Department of Agriculture Pesticide License- Environmental Compliance Officer		1.00	12.00		12.00
63 TOTAL CONTRACTUAL SERVICES					22,709.00
63 SUPPLIES					
0175220 6303 - OPERATING SUPPLIES					100.00
0175220 6305 - UNIFORMS					300.00
Boots and City Shirts (Environmental Compliance Officer)		1.00	300.00		300.00
0175220 6313 - SMALL TOOLS					300.00
0175220 6326 - SAFETY EQUIPMENT/SUPPLIES					185.00
TOTAL SUPPLIES					885.00
TOTAL STORM WATER					107,860.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 180
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

VENDOR QUANTITY UNIT COST 2017 Adopted

0176210 COMPENSATION ADJUSTMENTS

61 PERSONNEL SERVICES

0176210 6101 - SALARIES

1,652.00

TOTAL PERSONNEL SERVICES

1,652.00

TOTAL COMPENSATION ADJUSTMENTS

1,652.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 181
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

0176410 TRANSFERS

68 TRANSFER TO OTHER FU

0176410 6820 - INTRAFUND LOAN REPYMT-TOMORROW

FY 2014 transfer to Colleyville
 Tomorrow Fund for Gradall
 Excavator

VENDOR	QUANTITY	UNIT COST	2017	Adopted
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	1.00	19,032.00		19,032.00
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TOTAL TRANSFER TO OTHER FU
 TOTAL TRANSFERS

19,032.00
 19,032.00

08/30/2016 11:21
 alothery

CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 182
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

0176510 DEBT SERVICE

65 DEBT SERVICE

0176510 6597 - DRAINAGE REVENUE BONDS 2011

Revenue Bonds

VENDOR	QUANTITY	UNIT COST	2017	Adopted
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	1.00	128,391.00	128,391.00	128,391.00
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TOTAL DEBT SERVICE			128,391.00	128,391.00
TOTAL DEBT SERVICE			128,391.00	128,391.00

08/30/2016 11:21
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CITY OF COLLEYVILLE
NEXT YEAR BUDGET DETAIL REPORT

P 183
bgnyrpts

PROJECTION: 20171 FY 2017 Operating Budget

ACCOUNTS FOR:
DRAINAGE FEE FUND

	VENDOR	QUANTITY	UNIT COST	2017	Adopted
0179999 NON-DEPARTMENTAL					
62	CONTRACTUAL SERVICES				
0179999	6203 - INSURANCE SHARE				2,631.00
	Property and liability insurance for the Drainage Fund	1.00	2,631.00		2,631.00
0179999	6238 - ELECTRICITY				200.00
0179999	6248 - GAS				600.00
0179999	6281 - COMMUNICATIONS MAINTENANCE				2,543.00
	NRH Contract/Consortium	1.00	189.00		189.00
	City of Fort Worth Contract	1.00	96.00		96.00
	American Tower Corporation Lease- Euless Tower	1.00	152.00		152.00
	Motorola Maintenance Hardware	1.00	1,248.00		1,248.00
	SUA-II	1.00	553.00		553.00
	Batteries, Parts, Repairs	1.00	169.00		169.00
	A/C Contract and Repairs	1.00	100.00		100.00
	Radio Tower Propane	1.00	16.00		16.00
	Radio Site Generator Repairs	1.00	20.00		20.00
63	TOTAL CONTRACTUAL SERVICES				5,974.00
0179999	6302 - POSTAGE				167.00
	TOTAL SUPPLIES				167.00
	TOTAL NON-DEPARTMENTAL				6,141.00
	TOTAL DRAINAGE FEE FUND				743,452.00
GRAND TOTAL					41,439,170.00

** END OF REPORT - Generated by Adrienne Lothery **

ORDINANCE O-16-1989

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, APPROVING AND ADOPTING THE ANNUAL BUDGET FOR THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017

WHEREAS, a notice of public hearing on the annual budget for the City of Colleyville, Texas, for the fiscal year beginning October 1, 2016 through September 30, 2017, was heretofore published in a newspaper of general circulation; and

WHEREAS, said public hearing on said budget was duly held and all interested persons were given the opportunity to be heard for or against any item therein; and

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

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

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

- Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Sec. 2. THAT the budget of the proposed expenditures for the fiscal year beginning October 1, 2016, and ending September 30, 2017, which was prepared by the city manager, a copy of which is on file in the Office of the City Secretary, is hereby made a part of this ordinance by reference and is hereby approved and adopted by the City Council of the City of Colleyville, Texas, as the official budget for the fiscal year beginning October 1, 2016, and ending September 30, 2017.
- Sec. 3. THAT appropriation amounts for the Fiscal Year 2017 budget for the different funds of the City of Colleyville are hereby fixed as follows:

General Fund	\$23,329,761
Utility Fund (Water & Wastewater)	\$15,511,920
Debt Service Fund	\$ 1,854,037
Drainage Utility Fund	\$ 743,452

Sec. 4. THAT the City Manager is hereby authorized to execute all contracts and documents for which funding is appropriated in the aforementioned budgets.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of September 2016.

The second reading and public hearing being conducted on the 20th day of September 2016.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5d

Agenda Date 09/20/2016

Number Ordinance O-16-1990

Type Ordinance

Department City Manager

Title

Adoption of the Ad Valorem Tax Rate for Fiscal Year 2017 (FY 2017)

Strategy Map Connection

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

Explanation

Second Reading and Public Hearing

There was one citizen who did not wish to speak who registered support of this item at the September 6, 2016, City Council meeting.

First Reading and Public Hearing

Chapter 26, Texas Property Tax Code, requires taxing units to comply with "Truth-in-Taxation" laws in setting tax rates and performing an effective tax rate calculation. The calculated Fiscal Year 2017 (FY 2017) effective tax rate is \$.329138/\$100 valuation. As the proposed rate of \$.33913 is higher than the effective tax rate, legislation requires that a city take several actions in order to be in compliance with Chapter 26 of the Texas Property Tax Code. The city must publish the attached "Notice of 2016 Tax Year Proposed Property Tax Rate for the City of Colleyville". This notice was published in the *Fort Worth Star-Telegram* on Thursday, August 18, 2016. The City must also hold two public hearings on the tax rate. The first public hearing was held on Thursday, August 25, 2015 at 5:30 p.m., at 100 Main Street, Colleyville, Texas. There were no speakers at the first public hearing. This is the second of the two public hearings, where citizens have an opportunity to address the City Council on the proposed tax rate. In order that the citizens of Colleyville be informed of the proposed FY 2017 tax rate, City Council adopted Resolution R-16-4020 (attached) reflecting their intention to adopt a tax rate of \$.33913 per hundred dollars of valuation at the City Council Meeting and public hearing held on August 16, 2016.

The average residential value for FY 2016 was \$423,650, and the average residential value for FY 2017 is \$460,461. If the proposed tax rate is adopted, it will equate to an average annual property tax increase of \$53.79, or an adjustment of \$4.48 per month to support City services.

Financial Impact

Adoption of the tax rate and its subsequent levy will provide a portion of the funding

for the Fiscal Year 2017 General Fund and Debt Service Fund budgets.

Recommendation

Approve

Attachments

1. Notice of 2016 Tax Year Proposed Property Tax Rate for the City of Colleyville
2. Resolution R-16-4020
3. Ordinance O-16-1990

NOTICE OF 2016 TAX YEAR PROPOSED PROPERTY TAX RATE FOR CITY OF COLLEYVILLE

A tax rate of \$0.339130 per \$100 valuation has been proposed for adoption by the governing body of City of Colleyville. This rate exceeds the lower of the effective or rollback tax rate, and state law requires that two public hearings be held by the governing body before adopting the proposed tax rate.

The governing body of City of Colleyville proposes to use revenue attributable to the tax rate increase for the purpose of maintaining current programs and services.

PROPOSED TAX RATE	\$0.339130 per \$100
PRECEDING YEAR'S TAX RATE	\$0.355900 per \$100
EFFECTIVE TAX RATE	\$0.329138 per \$100
ROLLBACK TAX RATE	\$0.351431 per \$100

The effective tax rate is the total tax rate needed to raise the same amount of property tax revenue for City of Colleyville from the same properties in both the 2015 tax year and the 2016 tax year.

The rollback tax rate is the highest tax rate that City of Colleyville may adopt before voters are entitled to petition for an election to limit the rate that may be approved to the rollback rate.

YOUR TAXES OWED UNDER ANY OF THE ABOVE RATES CAN BE CALCULATED AS
FOLLOWS:

$$\text{property tax amount} = (\text{rate}) \times (\text{taxable value of your property}) / 100$$

For assistance or detailed information about tax calculations, please contact:

Colette Ballinger, RTA
City of Colleyville Tax Assessor-Collector
100 Main Street, Colleyville, TX 76034
817-481-1242
colette.ballinger@gcisd.net
www.colleyville.com

You are urged to attend and express your views at the following public hearings on the proposed tax rate:

First Hearing: August 25, 2016 at 5:30 PM at City Hall, 100 Main Street, Colleyville, TX 76034.

Second Hearing: September 6, 2016 at 7:30 PM at City Hall, 100 Main Street, Colleyville, TX 76034.

RESOLUTION R-16-4020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS PASSED PURSUANT TO SECTION 26.04 AND 26.05, OF THE PROPERTY TAX CODE OF THE STATE OF TEXAS, APPROVING A PROPOSAL OF THE INTENT TO SET PROPERTY TAX RATES AT THIRTY THREE THOUSAND AND NINE HUNDRED THIRTEEN HUNDRED-THOUSANDTHS CENTS (\$.33913) PER ONE HUNDRED DOLLARS VALUATION FOR FISCAL YEAR 2017; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Tax Assessor/Collector for the City of Colleyville, Texas (the "City"), has calculated the amount of the effective tax rate and the rollback tax rate pursuant to Section 26.04(c) of the Property Tax Code of the State of Texas (the "Property Tax Code"); and

WHEREAS, pursuant to Section 26.04(e) of the Property Tax Code, the said tax rates have been submitted to the City Council; and

WHEREAS, it appears necessary to adopt a tax rate of thirty three thousand and nine hundred thirteen hundred-thousandths cents (.33913) per one hundred dollars of valuation.

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

- Sec. 1. THAT the City Council does hereby, by the approval of this resolution, state its intention to adopt a tax rate for Fiscal Year 2017 of thirty three thousand and nine hundred thirteen hundred-thousandths cents (.33913) per one hundred dollars of valuation. The Fiscal Year 2017 tax rate will be adopted at the City Council meeting to be held on September 20, 2016.
- Sec. 2. THAT the 2016 tax roll as certified on July 25, 2016 by the Chief Appraiser of Tarrant Appraisal District is adopted and is the basis for the Fiscal Year 2017 proposed tax rate.
- Sec. 3. THAT pursuant to Section 26.05(d) of the Property Tax Code, the two public hearings on the tax rate will be held on August 25, 2016 at 5:30 p.m. and September 6, 2016 at 7:30 p.m. at 100 Main Street, Colleyville, Texas.
- Sec. 4. THAT this resolution shall take effect from and after the date of its passage.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS ON
THIS THE 16TH DAY OF AUGUST 2016.

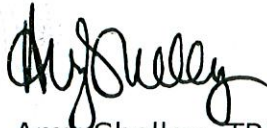
Mayor Richard Newton
Place 1, Tammy Nakamura
Place 2, Bobby Lindamood
Place 4, Jody Short

Aye
Aye
Aye
Aye

Mayor Pro Tem Chris Putnam
Place 5, Nancy Coplen
Place 6, Mike Taylor

Aye
Aye
Aye

ATTEST:



Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE



Richard Newton
Mayor

ORDINANCE O-16-1990

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEYVILLE, TEXAS, LEVYING TAXES FOR THE OPERATION OF THE MUNICIPAL GOVERNMENT OF THE CITY OF COLLEYVILLE, TEXAS, FOR THE FISCAL YEAR 2017; ESTABLISHING THE AD VALOREM TAX RATE OF THIRTY THREE THOUSAND AND NINE HUNDRED THIRTEEN HUNDRED-THOUSANDTHS CENTS (\$.33913) PER ONE HUNDRED DOLLARS VALUATION; PROVIDING FOR APPORTIONMENT OF TAXES FOR INTEREST AND SINKING FUND FOR CERTAIN BOND INDEBTEDNESS AND FOR GENERAL OPERATING NEEDS, PROVIDING PENALTIES AND INTEREST FOR THE DELINQUENT TAXES, AND TO BECOME EFFECTIVE ON OCTOBER 1, 2016

WHEREAS, a budget has been adopted by the City Council of the City of Colleyville, Texas, covering the proposed expenditures of the municipal government of the City of Colleyville for the fiscal year beginning October 1, 2016 and ending September 30, 2017; and

WHEREAS, said budget reflects the needs for revenue to meet the expenses proposed therein; and

WHEREAS, the City is required to accumulate an Interest and Sinking Fund for certain outstanding bond indebtedness; and

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

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

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

Sec. 1. THAT there is hereby levied an ad valorem tax that shall be collected for the use and support of the municipal government of the City of Colleyville. It shall provide the legally required Interest and Sinking Fund for certain outstanding bond indebtedness during the 2017 fiscal year. Such tax shall be levied upon all property, real, personal, or mixed within the corporate limits of Colleyville, Texas, which is subject to

taxation. The rate of tax shall be thirty three thousand and nine hundred thirteen hundred-thousandths cents (\$.33913) on each one hundred dollars (\$100.00) property assessment. Said tax levied for and apportioned to the following specific purposes:

A. For the General Fund, a tax rate of \$.321908 is levied.

B. For the Interest and Sinking Fund, a tax rate of \$.017222 is levied.

Sec. 2. THAT taxes levied by this ordinance shall be due and payable on the first day of October 2016, and shall become delinquent on the first day of February 2017, if unpaid. Upon taxes becoming delinquent, interest and penalty will be added as required in Section 33.01 of the Texas Property Tax Code, and shall commence on the first day of February 2017. The City of Colleyville is hereby authorized to adopt any and all legal remedies provided by the Texas Property Tax Code for the purpose of collecting delinquent taxes.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of September 2016.

The second reading and public hearing being conducted on the 20th day of September 2016.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5e

Agenda Date 09/20/2016

Number Ordinance O-16-1991

Type Ordinance

Department City Manager

Title

Approval to amend Sec. 2-26 of the Colleyville, Texas, Code of Ordinances, setting fees and charges for City services

Strategy Map Connection

B2- Proactively seek process improvements and sustainable solutions

Explanation

Second Reading and Public Hearing

There were no speakers regarding this item at the September 6, 2016, City Council meeting.

First Reading and Public Hearing

As a part of the annual budget process, staff reviews the fees charged by the City and proposes new fees, revisions of current fees, or deletions of fees. The following fee changes are proposed by staff and were presented and discussed at the Pre Council meeting on July 12, 2016.

Colleyville Center Non-profit Rental Rates

Colleyville based non-profit organizations receive deeply discounted rental rates at the Colleyville Center, which have been in effect since 1998. In recognition that costs have increased during that time period, and that the non-profit segment represents the majority of Colleyville Center utilization, the Colleyville Center Advisory Committee (CCAC) requested that staff evaluate an appropriate methodology to adjust non-profit rental rates. In discussions for what a reasonable methodology might be to adjust rates, the Consumer Price Index, or CPI, was identified as a reasonable benchmark. However, the CPI change from 1998 to present day is a 45% increase and was thought to be too significant to consider in a single year, so several phase in options were considered. The CCAC understands the Center's purpose is to be the community's meeting place and it is important to maintain affordable rates.

At the May 16, 2016 CCAC meeting, the CCAC formally recommended that adjustments be made over a two year period, with an adjustment of 25% effective for contracts executed after October 1, 2016, and an adjustment of 20% effective for contracts executed after October 1, 2017. Those changes are reflected in the following

chart:

Weekday Room Rental	Current Non-profit Rate	Oct. 1, 2016 (25%)	Oct. 1, 2017 (20%)
Small Conference	\$ 60	\$ 75	\$ 90
North Hall	\$ 80	\$100	\$120
South Hall	\$ 80	\$100	\$120
North & South Combined	\$140	\$175	\$210
Entire Building	\$300	\$375	\$450
Garden Plaza	\$300	\$375	\$450

The CCAC felt that organizations understood the value provided by the Colleyville Center staff and the facility, particularly given the investments the City has made over the last 18 years, and felt confident that these proposed rate changes would continue to provide reasonable rates, while providing some much needed adjustments to continue with the current 70% operating cost recovery goal. The attached ordinance implements the first year of rate changes, with the second year changes to be brought forward in the summer of 2017, concurrent with any other recommended changes.

City Secretary Services

Two changes are recommended to the fee schedule related to City Secretary services. Both changes are administrative in nature to provide clarification and are not substantive changes. In the current Code of Ordinances, Sec. 2-26 Fees and charges for City services, agenda mailings are listed as an available service. After transitioning to paperless processes and posting agenda packets on the City's website, this is not a service that is often utilized. If a citizen requests a hard copy of an agenda packet, the City Secretary's Office would charge a rate of \$0.10 per page, similar to the printing of any other city documents requested. Accordingly, the agenda mailings service and related charge are recommended for removal from Sec. 2-26.

The second change recommended in the section for City Secretary services is the reference to the state law that City staff references to determine amounts charged for public information requests. The code currently references the Texas State Library and Archives Commission, but the more appropriate reference is the Texas Local Government Code and Administrative Code.

Financial Impact

Approval of the recommended fee changes for the Colleyville Center non-profit rental rates will increase the amount of revenue received by the City, but will likely not be realized until FY 2018 as the majority of non-profit organizations have already executed their rental agreements for FY 2017. The changes to the City Secretary services fee schedule will have no impact on revenue.

Recommendation

Approve

Attachments

1. Ordinance O-16-1991

ORDINANCE O-16-1991

AN ORDINANCE AMENDING PART II, CHAPTER 2-ADMINISTRATION, ARTICLE II- FINANCE, DIVISION 1, SEC. 2-26 FEES AND CHARGES FOR CITY SERVICES, OF THE COLLEYVILLE, TEXAS, CODE OF ORDINANCES, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Colleyville charges fees for services and materials as authorized in the Code of Ordinances and it is desirous to update those fees; and

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

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

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

- Sec. 1. THAT all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
- Sec. 2. THAT from and after the effective date of this ordinance, Chapter 2 Section 2-26 of the Code of Ordinances, fees and charges for city services shall be deleted and replaced in its entirety with the revisions as shown on Exhibit "A".
- Sec. 3. THAT the effective date of this ordinance shall be September 20, 2016.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of September 2016.

The second reading and public hearing being conducted on the 20th day of September 2016.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON
THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney

Exhibit "A"

Sec. 2-26. - Fees and charges for city services.

(a) The following fees will be in effect in all city departments:

Notary fee (non-city related business): As prescribed by V.T.C.A., Government Code § 406.024.

(b) City secretary services:

Records request research, per hour\$15.00

Document certification (per transaction)8.00

The city will charge fees for public information per Texas Government Code, Chapter 552 in accordance with the Administrative Code, Title I, Part 3, Chapter 70.

(c) Financial services:

New utility account processing\$2.00

Confidentiality of utility records request processing2.00

Parking violation court cost fee5.00

Failure to appear warrant fee25.00

Broken/damaged/cut lock or tie25.00

(d) Police services:

Accident reports\$6.00

Fingerprinting—First card10.00

Fingerprinting—Each additional card5.00

Conduct letters:

For original10.00

For each additional5.00

Miscellaneous police reports2.00

Press release of police report1.00

(e) Animal services:

Daily care of impounded animals, per day\$10.00

Each additional impounded animal, same owner, per day10.00

Removal and disposal of live unwanted pets30.00

Animal impound fee (second impounding)50.00

Exhibit "A"

Animal impound fee (third impounding)75.00

Animal impound fee (fourth impounding)150.00

Animal impound fee (fifth and greater impoundings)150.00

Removal of individually trapped animals (private trap)30.00

(f) Fire prevention:

Fire alarm systems:

Plans review (new, alteration, or relocation)\$70.00

Inspection of system once in place:

Number of Devices	Fee
1 to 10	75.00
11 to 25	100.00
26 to 100	200.00
101 to 200	275.00
201 to 500	500.00
Per device for each over 500	1.00

Fire sprinkler systems—Above ground:

Plans review (new, alteration, or relocation)150.00

Inspection of system once in place:

<i>Number of heads</i>	<i>Fee</i>
1 to 19 heads	75.00
20 to 100 Heads	100.00
101 to 300 Heads	200.00

Exhibit "A"

301 to 1,000 Heads	400.00
Per head for each over 1,000 heads	1.00

Fire sprinkler systems—Underground:

Fire Sprinkler System (Relocation or modification) three sets of detailed plans

- a. Inspection is required before ditch is covered
- b. 2 hour/200 lb. test is required50.00

Licensing inspections:

Hospitals100.00

Nursing/long term care homes75.00

Day care/mothers' day out50.00

Foster and adoptive homes10.00

Home inspection—Insurance50.00

Permits and miscellaneous fees:

Fixed fire protection system (new, alteration, or relocation) three sets of detailed plans50.00

Security gates (required three set of detail plans) plus \$25.00 per required sign.50.00

Storage of flammable or combustible liquids at construction sites50.00

Installation of compressed natural gas (CNG) container or stations50.00

Removal, relocation of compressed natural gas (CNG) container or station50.00

Installation of liquid petroleum gas (LPG) container50.00

Removal, relocation of liquid petroleum gas (LPG) container50.00

Installation of liquefied natural gas (LNG) container or station50.00

Removal, relocation of liquefied natural gas (LNG) container or station50.00

Spray booths (new) three sets of detailed plans50.00

Exhibit "A"

Spray booths (modification or relocation) three sets of detailed plans
.....50.00

Carnivals and fairs—Site plan and layout of vendors required50.00

Fireworks display—Site inspection is required100.00

Flammable and combustible liquids:

a. Repair or modify a pipeline100.00

b. Product removal from underground storage tank50.00

c. Status change in product facilities50.00

d. Change type of contents in liquid tank(s)50.00

Occupant load increase50.00

Pyrotechnical special effects100.00

Tents (any size)50.00

- (g) Response related to natural gas leaks and hazardous materials releases:
Recovery of expenses related to natural gas leaks and hazardous materials releases caused by contractors or carriers which require an on scene response where city staff are unavailable for other emergencies for one hour or more and incidents involving negligence related to drug and/or alcohol impairment will be billed for public safety services if the incident involved any criminal offense greater than a Class C misdemeanor will be as follows:

Employee costs—Actual employee salary costs during the incident.

Emergency vehicle use fees:

Ambulance—To 210 HP, per hour\$ 41.00

Police car—Patrolling, per mile0.63

Police car—Stationary, per hour18.00

Fire truck—1500 GPM, per hour95.00

Fire truck—2000 GPM, per hour105.00

Ladder truck—At least 75 feet, per hour145.00

- (h) Development fees- Planning and zoning services:

Preliminary plat\$250.00

plus, per lot7.50

Final plat or replat350.00

Exhibit "A"

- plus, per lot7.50
- Minor plat250.00
- Amending plat250.00
- Rezoning application500.00
 - plus, per acre5.00
- PUD application500.00
 - plus, per acre5.00
- Amendment to existing PUD to add, delete, or change a special condition to an existing PUD ordinance450.00
- SUP application500.00
 - plus, per acre5.00
- SUP residential accessory building175.00
- SUP residential carport175.00
- SUP alcoholic beverage sales500.00
- ZBA variance and appeal application175.00
- Sign board appeal175.00
- Tree mitigation appeal125.00
- Site plan application review250.00
- Landscape plan application review250.00
- Zoning verification letter20.00
- (i) Development fees:
 - Permanent sign permits75.00
 - Temporary sign permits50.00
 - exception: grand opening0.00
 - Sign recovery fee25.00
- (j) Development fees—Plan review, inspection, and permit fees:
 - Permit fees.* The schedule of permit fees shall be in accordance with the fee schedules contained in the 1997 Uniform Administrative Code as follows:
 - (1) Table 3-A—Building Permit Fees

Exhibit "A"

- (2) Table 3-B—Electrical Permit Fees
- (3) Table 3-C—Mechanical Permit Fees
- (4) Table 3-D—Plumbing Permit Fees

Calculating construction values. The construction values used for calculating permit fees shall not be less than the most recent building valuation data published by the International Conference of Building Officials. Said permit fees shall be adjusted on an annual basis for permit applications received on or after the 1st day of June using the most recent edition of the building valuation data. The regional modifier of 0.93 shall be applied to the building valuation data used for calculating construction values.

Plan review fee. When a plan or other data are required to be submitted by the building code, a plan review fee shall be paid at the time of submitting plans and specifications for review. The plan review fees specified in this subsection are separate fees and are in addition to the permit fees. No additional plan review fee shall be charged where plans are incomplete or for reviewing a construction plan that has been previously reviewed and resubmitted with corrections. Where construction plans are changed to a new proposal or where a third plan review is necessary, an additional plan review fee is required.

Inspection charges. Permit fees shall include the cost of all required inspections.

Reinspection fees. If the code official is required to make a reinspection, the following fees shall apply: (1) The first reinspection fee shall be \$75.00; (2) The second, and any subsequent, reinspection fee shall be \$125.00. Failure to pay such charges as provided in this code may result in the forfeiture of the right of such contractor to obtain other permits until such charges are paid.

Fees due. All building permit fees shall be due when the permit is issued.

Fee refunds. The code official shall be authorized the refunding of fees as follows:

- (1) The full amount of any fee paid hereunder that was erroneously paid or collected.
- (2) Not more than 90 percent of the permit fee when no work has been done under a permit issued in accordance with this code.
- (3) Not more than 90 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

Sport court (concrete, nets, fencing, lighting)\$100.00

Lot grading and drainage compliance fee125.00

New residence plan review350.00

Residential addition and remodel plan review150.00

Exhibit "A"

Commercial plan review fee65% of building permit fee

Swimming pool plan review fee50.00

Water well drilling permit\$50.00

Irrigation system permit75.00

Fence permit75.00

Masonry screening fence permit125.00

Retaining wall125.00

Swimming pool permit300.00

Spas, Hot Tubs, or Fountains\$200.00

Re-roofing permit (one square or more)50.00

Grading and earthwork permit75.00

Curb cut permit55.00

Driveway approach permit75.00

Temporary construction trailer100.00

Temporary event permit100.00

Temporary use permit100.00

Temporary use permit—Portable storage structure\$25.00

Used/obsolete street sign purchase fee (per sign)25.00

Certificate of Occupancy or re-occupancy100.00

Temporary certificate of occupancy250.00 (per month)

Contractor registration fee100.00 (per 12 month period)

Construction concealment fee (for work performed without inspections)
.....350.00

Special inspection fee100.00/hour (min. 2 hours)

Additional plan review50.00 per plan review

Application for Encroachment and Joint Use Agreement:

Document Length	Fee
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Exhibit "A"

1 to 10 pages	120
11 to 20 pages	160
21 to 30 pages	200
Over 30 pages	240

Weed mowing administrative fee120.00

Weed mowing violation notification letter fee (second and all following notification letters within current calendar year)50.00

Weed mowing fee, per acre175.00

Demolition fee50.00

Brush abatement fee:

Actual expenses incurred, not to exceed the estimated value of the affected property.

Sidewalk waiver request general waiver request to a Land Development Code or Code of Ordinances requirement125.00

(k) Charges related to oil and gas wells:

Gas and oil well permit fee (per well bore)\$10,000.00

Gas well special use permit fee (per pad site)15,000.00

Seismic survey permit250.00

Pipeline permit2,500.00

(l) Public infrastructure plan review and inspection: Prior to the commencement of any public infrastructure improvements associated with private development, the developer shall pay the city a plan review and inspection fee as follows:

Engineering plan review fee—Two percent of the actual cost of the public improvements

Engineering inspection fee—Three percent of the actual cost of the public improvements

Construction materials testing fee—One percent of the actual cost of the public improvements

Exhibit "A"

For each additional review after the second submittal250.00

Inspections performed outside of regular business hours for the construction of public infrastructure projects50.00 per hour

(m) Recreation:

City sponsored activities—The fee for the city park and recreation sponsored recreation and athletic activities not covered elsewhere shall be calculated for respective activity based upon the estimated costs of conducting such activity (including such items as materials, instructors, umpires, scorekeeper, trophies and other direct program costs) plus an administrative fee, or shall be as stipulated by nationally or statewide recognized athletic organizations.

Nonresident programming fee5.00 per class/course

Senior center annual membership required for participation in all activities:

Colleyville residentFree

Non-Colleyville resident10.00

Senior center membership card replacement fee:

Colleyville resident2.00

Non-Colleyville resident2.00

(n) Parks:

Youth sports associations:

Athletic field use fees:

Colleyville residents (per participant/per season/per association)5.00

Non-Colleyville residents (per participant/per season/per association)5.00

Non-Colleyville resident Fee: A fee of \$20.00 shall be charged to each non-resident, per participation in each organized sports association per season.

Field rental fees:

Field		No lights/with lights	Time
Reagan Park	Resident Nonresident	35.00/50.00 60.00/100.00	Per 2 hours Per 2 hours

Exhibit "A"

City Park	Resident Nonresident	50.00/80.00 100.00/180.00	Per 2 hours Per 2 hours
Pleasant Run Park (Game Field)	Resident Nonresident	50.00/80.00 125.00/175.00	Per 2 hours Per 2 hours
Pleasant Run Park (Practice Field)	Resident Nonresident	35.00/50.00 60.00/100.00	Per 2 hours Per 2 hours

Rental fees:

Park pavilion rental per hour (no minimum):

Colleyville residents20.00

Non-Colleyville residents30.00

Webb house rental:

Weekday (Monday—Thursday) three hour minimum

Colleyville resident60.00/hr

Non-Colleyville resident90.00/hr

Weekday (Monday—Thursday) each additional hour

Colleyville resident20.00/hr

Non-Colleyville resident35.00/hr

Weekend (Friday—Sunday) three hour minimum

Colleyville resident80.00/hr

Non-Colleyville resident130.00/hr

Weekend (Friday—Sunday) each additional hour

Colleyville resident35.00/hr

Non-Colleyville resident55.00/hr

Webb house damage deposit200.00

Tennis court rental—Per person (per one and one-half hour increment
.....3.00

Exhibit "A"

McPherson Park group pavilion rental per hour (no minimum):

Colleyville residents40.00

Non-Colleyville residents70.00

Wedding event in a park without amenities100.00

(o) Colleyville center fees and charges:

Non-Resident and Business—Standard Rates

Room	Max occ.	*Weekday rate	Prime weekend Fri/Sat/Sun
	Theater = T Banquet = B Classroom = C	Four-hour block of time, except for entire building rental which is eight hours	Eight-hour rental
Small conference room 792 sq. ft.	T-60 B-50 C-35	\$200.00	Entire building rental only
North hall 3,155 sq. ft. 1,664 plus 1,491 stage	T-200 B-100 C-70	\$375.00	Entire building rental only
South hall 2,872 sq. ft. 1,872 plus 1,000 kitchen	T-200 B-100 C-70	\$375.00	Entire building rental only
North-South hall total 6,027 floor -3,536	T-500 B-300 C-150	\$700.00	Entire building rental only

Exhibit "A"

Entire building 8,475 sq. ft.	Building occupancy T-500	\$1,800.00 weekday	Friday and Sunday \$1,800.00 prime Saturday \$2,200.00
Garden plaza (Including chairs)	T-50	\$300.00	\$300.00

*includes tables, chairs, and all add-ons listed in the video, audio, and room set sections of the administrative fee schedule.

Colleyville Resident/Business—With 20 % Discount

Room	Max occ.	*Weekday rate	Prime weekend Fri/Sat/Sun
	Theater = T Banquet = B Classroom = C	Four-hour block of time, except for entire building rental which is eight hours	Eight-hour rental
Small conference room 792 sq. ft.	T-60 B-50 C-35	\$160.00	Entire building rental only
North hall 3,155 sq. ft. 1,664 plus 1,491 stage	T-200 B-100 C-70	\$300.00	Entire building rental only
South hall 2,872 sq. ft. 1,872 plus 1,000 kitchen	T-200 B-100 C-70	\$300.00	Entire building rental only

Exhibit "A"

North-South hall total 6,027 floor -3,536	T-500 B-300 C-150	\$560.00	Entire building rental only
Entire building 8,475 sq. ft.	Building occupancy T-500	\$1,440.00 weekday	\$1,440.00 Friday and Sunday \$1,760.00 prime Saturday
Garden plaza (including chairs)	T-150	\$300.00	\$300.00

*Includes tables, chairs, and all add-ons listed in the video, audio, and room set sections of the administrative fee schedule.

Colleyville Based Non-Profit and Civic Organizations

Room	Max occ.	*Weekday rate	Prime weekend Fri/Sat/Sun
	Theater = T Banquet = B Classroom = C	Four-hour block of time, except for entire building rental which is eight hours	Eight-hour rental
Small conference room 792 sq. ft.	T-60 B-50 C-35	\$75.00	Entire building rental only
North hall 3,155 sq. ft. 1,664 plus 1,491 stage	T-200 B-100 C-70	\$100.00	Entire building rental only

Exhibit "A"

South hall 2,872 sq. ft. 1,872 plus 1,000 kitchen	T-200 B-100 C-70	\$100.00	Entire building rental only
North-South hall total 6,027 floor -3,536	T-500 B-300 C-150	\$175.00	Entire building rental only
Entire building 8,475 sq. ft.	Building occupancy T-500	\$375.00 weekday	50% discount Friday and Sunday \$900.00 20% discount prime Saturday \$1,760.00
Garden plaza (including chairs)	T-150	\$375.00	\$375.00

Administrative Fees		
	Non-profit	Standard
Video		
LCD Projector per hour (portable and ceiling mount)	\$65.00 with weekday max \$150.00	\$65.00
LCD 220" rear screen HD projector per hour	\$75.00 with weekday max \$200.00	\$75.00
Rolling video cart with electrical and extension	\$2.00	\$10.00
Gallery flat screen or TV monitor (per event)	\$65.00	\$65.00

Exhibit "A"

Stage front drop screen	\$10.00	\$40.00
Portable screen (9')	\$40.00	\$40.00
Conference room pull down	\$20.00	\$20.00
White board/flip chart with easel	\$20.00	\$20.00
Easel	\$15.00	\$15.00
Audio		
Baby grand piano	\$100.00	\$100.00
Stage lighting (one time setting— Per hour)	\$50.00	\$50.00
Stage lighting and sound board (must use AV tech)	\$200.00 + AV tech	\$200.00 + AV tech
Podium with microphone	\$20.00	\$35.00
iPod connection	\$20.00	\$20.00
Corded microphone on stand—One free with N/S hall	\$15.00	\$15.00
Wireless microphone (hand held or lapel)	\$25.00	\$50.00
Colored up lights	\$200.00	\$200.00
Room set		
Linens (per linen) weekdays only	\$5.00	\$5.00
Draped and skirted registration table	\$15.00	\$15.00

Exhibit "A"

Room change after final set (per table and chair set)	\$20.00	\$20.00
Repositioning room during event	\$400.00 + \$10.00 ea. Table set	\$400.00 + \$10.00 ea. Table Set
Catering		
Catering fee 15% of F&B with \$1.50 pp min.	15% F&B	15% F&B
Catering (client self-catering—KU) flat fee based upon set up or attendance whichever is greater	\$1.00 per person weekday or weekend (\$300.00 max)	\$1.00 per person weekday \$2.00 per person weekends
Deluxe coffee service with condiments	15 cup carafe—\$15.00	15 cup carafe—\$15.00
Continental Breakfast (w/20 person minimum)	\$10.00 pp including fruit	\$10.00 pp including fruit
Gourmet box lunch (w/20 person minimum)	\$15.00 pp including beverage	\$15.00 pp including beverage
Break service (beverage & cookies—W/20 person minimum)	\$5.00 per person	\$5.00 per person
Water/soda service	\$1.00 per bottle	\$1.00 per bottle
Miscellaneous		
Copies 1—50—\$0.25 first copy, \$0.10 thereafter	\$0.25/\$0.10	\$0.25/\$0.10
Fax machine (incoming and outgoing)	\$2.00 per page	\$2.00 per page
Deposits		
Entire building	\$500.00	\$500.00

Exhibit "A"

Grand hall	\$300.00	\$300.00
Half hall (North or South)	\$200.00	\$200.00
Conference room	\$50.00	\$50.00

Miscellaneous Fees / Policies

Cancellation Policy—Any cancellation of a Friday, Saturday, or Sunday entire building rental or combined north/south hall booking shall result in lessee forfeiting one-half of the deposit. If the cancellation is received 180 to 120 calendar days prior to the event, the lessee will forfeit all of the deposit. If the cancellation is received less than 120 calendar days prior to the event, the lessee will forfeit all monies paid to the Colleyville Center.

Colleyville Center service fees—A service fee of up to \$500.00 will be charged to lessee for failure to leave the premises (building and grounds) in as good or better condition than it was prior to being leased.

AV surcharge—All rented audio visual equipment brought into the building by another vendor incurs a 15 percent charge of the Colleyville Center fee for same equipment.

Non-profit donations—Any not for profit organization that donates over \$50,000.00 to the Colleyville Center does not incur equipment fees. Supply and service fees are not included in this waiver. If a not for profit organization donates a single piece of equipment, it becomes Colleyville Center property and use of that equipment by that organization does not incur equipment fees.

Discount for using local businesses—If a client uses three or more Colleyville businesses during their event, the center will provide complimentary colored up-lighting (\$200.00 value).

Additional rental hours—If a client requests to extend a rental of the entire building beyond their eight hour rental, additional hours will be available for an additional \$250.00 per hour, within the business hours of the center. The additional hours must be requested in advance. Fees will not be pro-rated for increments of time less than one hour.

Late fees—The Colleyville Center closes at 12:00 a.m. (midnight) on Friday and Saturday and 11:00 p.m. Sunday through Thursday. Should a client remain on the premises after the building is closed, a fee will be assessed at the rate of \$500.00 per hour until such time the building is vacated. Fees will not be pro-rated for increments of time less than one hour.

Colleyville Center rental hours—The Colleyville Center is available for rental from 8:00 a.m. to 11:00 p.m. Monday through Thursday, 8:00 a.m. to midnight on Friday, 11:00 a.m. to midnight on Saturday, and 11:00 a.m. to 11:00 p.m. on Sunday.

Exhibit "A"

Weekday rental rates apply Monday through 4:00 p.m. on Friday. Prime weekend rates apply 4:00 p.m. Friday through 11:00 p.m. Sunday.

(p) Library:

Colleyville Public Library Circulating Materials Restrictions

Materials	Loan period	Limits*	Fees/fines**	Renewal limits***
Fiction books	21 days	No limit	\$0.25 per day	5
Non-fiction books	21 days	No limit	\$0.25 per day	5
Best sellers	7 or 14 days	No limit	\$0.25 per day	5
Magazines	7 days	No limit	\$0.25 per day	5
Pamphlets	7 days	No limit	\$0.25 per day	5
Feature-length DVDs (60 min.+)	7 days	10	\$1.00 per day	5
Educational/DVDs	7 days	10	\$0.25 per day	5
Children's DVDs (under 60 min.)	7 days	10	\$0.25 per day	5
Compact discs	7 days	10	\$0.25 per day	5
J Kits	21 days	No limit	\$0.25 per day	5

Exhibit "A"

Books on compact disc	21 days	No limit	\$0.25 per day	5
J Holiday books	7 days	Varies by holiday	\$0.25 per day	0 during holiday

* No limit until a maximum of 40 items is reached. A total of 40 items per card.

** Overdue fines threshold is \$5.00.

*** Renewals are allowed when materials are not on reserve for another patron.

**Colleyville Public Library
Materials Replacement and Processing Fees**

Item	Cost	Processing fee
Library card	\$2.00	\$0.00
Book	Cost of item	5.00
Paperback book	Cost of item	5.00
Board book	Cost of item	2.00
Magazine	Cost of item	2.00
Compact disc	Cost of item	5.00
Lost compact disc outer insert	0.00	5.00
Book on CD	Cost of item	5.00
Lost/damaged single book on CD disc	Cost of single CD	1.00
DVD	Cost of item	5.00
Lost DVD outer insert	0.00	5.00

Exhibit "A"

Audio-visual material containers	Cost of item	5.00
Kit bags	Cost of item	2.00
Bar codes/RFID tags	\$1.00	0.00

Print card0.50

Color copies (per page)1.00

Black and white copies (per page)0.10

Fax—Incoming (per page)1.00

Fax—Outgoing (per page)

Local1.00

Long distance2.00

Non-resident fees:

Non-resident card (non-TexShare, non-reciprocal borrowing participating home library)25.00

Non-resident card (without home library)25.00

Interlibrary loan materials not picked up2.00

(O-14-1945, § 2(Exh. A), 12-16-2014; Ord. No. O-15-1969, § 3, 9-15-15)

Editor's note— Ord. No. O-14-1945, § 2(Exh. A), adopted December 16, 2014, repealed the former § 2-26, and enacted a new § 2-26 as set out herein. The former § 2-26 pertained to similar subject matter. See Code Comparative Table for complete derivation.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 5f
Type Ordinance
Department City Manager

Agenda Date 09/20/2016

Number Ordinance O-16-1992

Title

Approval of an ordinance to reappoint Judge Sara Jane Del Carmen as the Regional Municipal Court Judge, reappointing an Associate Municipal Court Judge, and approving the Second Amendment to the Regional Municipal Court Judge Agreement

Strategy Map Connection

B3- Utilize partnerships to implement cost-effective service solutions
B4- Cultivate a culture of transparency and consistent communication

Explanation

Second Reading and Public Hearing

There were no speakers regarding this request at the September 6, 2016 City Council meeting.

First Reading and Public Hearing

In 2012, the cities of Colleyville and Keller entered into an Interlocal Agreement to establish combined municipal court operations pursuant to HB 984 which states: "A municipality may enter into an agreement with a contiguous municipality or a municipality with boundaries that are within one-half mile of the municipality seeking to enter into the agreement to establish concurrent jurisdiction of the municipal courts in the municipalities and provide original jurisdiction to a municipal court in which a case is brought as if the municipal court were located in the municipality in which the case arose."

With the execution of the Interlocal Agreement between the cities of Colleyville and Keller for combined municipal court services, it was recognized that the combined municipal court will operate most efficiently with the appointment of a single municipal court judge. Per the attached Exhibit "A" of the Interlocal Agreement, a review and selection committee representing both cities was established for the purpose of recommending to each respective City Council a municipal court judge for formal appointment.

Included in the Interlocal Agreement (Exhibit "A") is a provision for the appointment of a municipal court judge. The charter requirement for the City of Colleyville for judicial services is as follows:

Section 8.02. – Judge of the Municipal Court:

The Judge of the Municipal Court shall be appointed by the City Council to serve at the discretion of the City Council. He shall be an attorney licensed and practicing in the State of Texas, and shall receive such salary as may be fixed by the City Council. In case of the disability or absence of the Judge of the Municipal Court, the City Council shall appoint a qualified person to act in his place.

The Municipal Court Review and Selection Committee consists of the Mayors and two City Councilmembers from both Colleyville and Keller. The Committee conducted interviews of candidates for the position, and recommended Sara Jane del Carmen. On September 2, 2014 by attached Resolution R-14-3777, City Council approved the Municipal Court Review and Selection Committee recommendation to appoint Sara Jane del Carmen as Regional Municipal Court Judge, for a two year term effective October 1, 2014 through September 30, 2016. The City of Colleyville Municipal Court of Record was created pursuant to Chapter 30, Subchapter P, of the Texas Government Code, and Section 30.006(b) of the Texas Government Code provides that Municipal Courts of Record must have their Judges appointed by an ordinance of the City Council. The attached Ordinance O-14-1939, complied with the requirements of Section 30.006(b) and formalized the appointment of Sara Jane del Carmen as the City of Colleyville Municipal Court Judge for the City of Colleyville Municipal Court of Record to serve through September 30, 2016.

Additionally, per the attached Exhibit "A" of the Interlocal Agreement, it is the responsibility of the appointed Municipal Court Judge to propose to the Municipal Court Review and Selection Committee a temporary replacement(s), who shall perform the duties of the Municipal Judge in his/her absences. In accordance with the Interlocal Agreement Exhibit A, Judge Sara del Carmen submitted the name of Leticia Evans as City of Colleyville Associate Municipal Court Judge for the City of Colleyville Municipal Court of Record to serve through September 30, 2016. Attached to the briefing is a bio of Leticia Evans, and Ordinance O-14-1939 which provided for the appointment of Leticia Evans as the Associate Judge.

The Municipal Court Judge Committee met on July 12, 2016, to discuss the appointment, employment, evaluation, duties, and salary of the Municipal Judge. Per the Committee, the average annualized compensation in 2014 was \$120,000; which was the amount requested by Judge del Carmen in 2014, but after discussions, the Committee agreed on \$104,000 since this was her first time having complete responsibility oversight for the court.

The Committee considered the following recommendations to the City Council: Judge del Carmen serves as judge for two cities, not one city like all other judges; she is responsible for paying her Associate Judge(s); she is responsible for her own health care costs and retirement; expected to be readily available at all times; and she has exceeded expectations in performance, effectiveness, efficiency and creating a positive

reputation and customer service with the community. For these reasons, the Committee is recommending a new salary of \$120,000 per year for the next two year contract period. While she did receive a one-time bonus last year, this would be the only increase over a 4-year period. The impact is \$8,000 to each city budget.

Staff has also included the Regional Municipal Court Judge Agreement September 2014; First Amendment to the Regional Municipal Court Judge Agreement September 2015; a Municipal Court Judge Salary Survey July 2016; Second Amendment to the Regional Municipal Court Judge Agreement September 2016; and proposed Ordinance O-16-1992.

Financial Impact

Funding for the annual salary of the Regional Municipal Court Judge is available in the Fiscal Year 2017 Municipal Court budget with reimbursement from the City of Keller, as contained in the Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller.

Recommendation

Approve

Attachments

1. Interlocal Agreement Exhibit "A"
2. Resolution R-14-3777
3. Leticia Evans bio
4. Ordinance O-14-1939
5. Regional Municipal Court Judge Agreement September 2014
6. First Amendment to the Regional Municipal Court Judge Agreement September 2015
7. Municipal Court Judge Salary Survey July 2016
8. Second Amendment to the Regional Municipal Court Judge Agreement September 2016
9. Ordinance O-16-1992

Exhibit A

Colleyville and Keller recognize that the combined Municipal Court will operate most efficiently with the appointment of a single Municipal Court Judge, and the parties will endeavor to achieve that goal. That said, Colleyville and Keller reserve the right to select and/or remove their Municipal Court Judge in accordance with their applicable Charter provisions. A municipal judge review and selection committee consisting of both Mayor's and two duly appointed City Council members from each City will formulate a process for obtaining and assessing candidates for the Municipal Court Judge position. The current Judges for Colleyville and Keller will be invited to submit their candidacy for the combined Court. Upon the conclusion of such process, the Committee shall make a recommendation to the full Colleyville and Keller City Councils for the selection of the Municipal Court Judge. If such candidate is approved by both the Colleyville and Keller City Councils, that candidate shall serve as the Municipal Court Judge for the combined Municipal Court for an initial term of two (2) years. In the event the candidate is not approved by both Colleyville and Keller, the matter shall be referred back to the standing committee for the recommendation of an alternative appointment. In the event such alternative appointment is not approved by both Colleyville and Keller, then this issue shall be sent to dispute resolution pursuant to Section 9 of the Agreement. Any renewals of term or approval of a replacement Judge will be subject to this process.

Upon appointment, the Municipal Court Judge will be responsible for all judicial services for the combined Court, including but not limited to the following: adjudication of all cases, plea dockets, trial dockets (both before the court and jury trials), property hearings, arraignments, emergency protective order hearings, dangerous dog hearings, warrant issuance (including search, arrest, and blood warrants), juror notification, setting of bonds, other judicial proceedings and magistrate services. The Municipal Judge shall propose to the standing committee a temporary replacement(s) who shall perform the duties of the Municipal Judge in his/her absence. In the event either Colleyville or Keller objects to the proposed temporary replacement Judge(s), the Municipal Court Judge must propose an alternative replacement(s) until such replacement(s) is approved by both Colleyville and Keller. If for any reason, the Municipal Court Judge is unable to attend to their duties on a given date, the Judge must notify the Court Administrator. Any temporary replacement Judge will be compensated by the Municipal Court Judge out of his/her salary.

The standing committee shall recommend an annual salary for the Municipal Judge to be considered by the respective City Councils and if approved incorporated into the employment contract of the Municipal Judge.

RESOLUTION R-14-3777

**A RESOLUTION APPOINTING A REGIONAL MUNICIPAL COURT JUDGE
IN ACCORDANCE WITH THE PROVISIONS OF THE CITY OF
COLLEYVILLE, TEXAS CHARTER, SECTION 8.02 AND
WITH EXHIBIT "A" OF THE INTERLOCAL AGREEMENT FOR
COMBINED MUNICIPAL COURT SERVICES FOR THE CITIES OF
COLLEYVILLE AND KELLER**

WHEREAS, the Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller, Exhibit "A", provided for the selection of a Regional Municipal Judge; and

WHEREAS, Section 8.02 of the City of Colleyville, Texas Charter states that "The Judge of the Municipal Court shall be appointed by the City Council to serve at the discretion of the City Council. He shall be an attorney licensed and practicing in the State of Texas, and shall receive such salary as may be fixed by the City Council. In case of the disability or absence of the Judge of the Municipal Court, the City Council shall appoint a qualified person to act in his place.

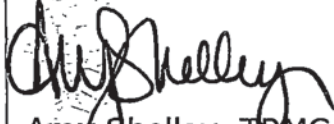
**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF COLLEYVILLE, TEXAS:**

- Sec. 1. THAT the above findings are hereby found to be true and correct and are incorporated herein in their entirety.
- Sec. 2. THAT the City Council of the City of Colleyville, Texas in accordance with the Interlocal Agreement for Combined Municipal Court Services for the cities of Colleyville and Keller, Exhibit "A", hereby appoints Sara Jane del Carmen as the City of Colleyville Municipal Court Judge for the City of Colleyville Municipal Court of Record for a period of two years effective October 1, 2014, and is hereby also appointed as Associate Municipal Court Judge for the period of September 15-30, 2014.
- Sec. 3. THAT the Mayor is authorized to sign the Regional Municipal Court Judge agreement.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS ON THIS
THE 2ND DAY OF SEPTEMBER 2014.

ATTEST:



Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

Exhibit A

Colleyville and Keller recognize that the combined Municipal Court will operate most efficiently with the appointment of a single Municipal Court Judge, and the parties will endeavor to achieve that goal. That said, Colleyville and Keller reserve the right to select and/or remove their Municipal Court Judge in accordance with their applicable Charter provisions. A municipal judge review and selection committee consisting of both Mayor's and two duly appointed City Council members from each City will formulate a process for obtaining and assessing candidates for the Municipal Court Judge position. The current Judges for Colleyville and Keller will be invited to submit their candidacy for the combined Court. Upon the conclusion of such process, the Committee shall make a recommendation to the full Colleyville and Keller City Councils for the selection of the Municipal Court Judge. If such candidate is approved by both the Colleyville and Keller City Councils, that candidate shall serve as the Municipal Court Judge for the combined Municipal Court for an initial term of two (2) years. In the event the candidate is not approved by both Colleyville and Keller, the matter shall be referred back to the standing committee for the recommendation of an alternative appointment. In the event such alternative appointment is not approved by both Colleyville and Keller, then this issue shall be sent to dispute resolution pursuant to Section 9 of the Agreement. Any renewals of term or approval of a replacement Judge will be subject to this process.

Upon appointment, the Municipal Court Judge will be responsible for all judicial services for the combined Court, including but not limited to the following: adjudication of all cases, plea dockets, trial dockets (both before the court and jury trials), property hearings, arraignments, emergency protective order hearings, dangerous dog hearings, warrant issuance (including search, arrest, and blood warrants), juror notification, setting of bonds, other judicial proceedings and magistrate services. The Municipal Judge shall propose to the standing committee a temporary replacement(s) who shall perform the duties of the Municipal Judge in his/her absence. In the event either Colleyville or Keller objects to the proposed temporary replacement Judge(s), the Municipal Court Judge must propose an alternative replacement(s) until such replacement(s) is approved by both Colleyville and Keller. If for any reason, the Municipal Court Judge is unable to attend to their duties on a given date, the Judge must notify the Court Administrator. Any temporary replacement Judge will be compensated by the Municipal Court Judge out of his/her salary.

The standing committee shall recommend an annual salary for the Municipal Judge to be considered by the respective City Councils and if approved incorporated into the employment contract of the Municipal Judge.

Leticia Evans bio – Proposed Associate Municipal Court Judge

Leticia (Letty) Evans is a former public defender in Dallas County, is closely acquainted with area law enforcement practices, and is bilingual in Spanish. She is currently an associate for the law firm Bailey and Galyen in Arlington, Texas. Her primary practice is in bankruptcy and mortgage litigation. She graduated with her Juris Doctorate from Southern Methodist University School of Law in May 1999. She has been rated as a Fort Worth Top Attorney for six years, 2007-2013.

ORDINANCE O-14-1939

RATIFYING AND AFFIRMING THE APPOINTMENT OF SARA JANE DEL CARMEN AS THE MUNICIPAL COURT JUDGE AND APPOINTING AN ASSOCIATE MUNICIPAL COURT JUDGE IN ACCORDANCE WITH THE PROVISIONS OF THE CITY OF COLLEYVILLE, TEXAS CHARTER SECTION 8.02 AND WITH THE INTERLOCAL AGREEMENT FOR COMBINED MUNICIPAL COURT SERVICES FOR THE CITIES OF COLLEYVILLE AND KELLER

WHEREAS, Sara Jane del Carmen was appointed as the Municipal Court Judge on September 2, 2014, with the passage of Resolution R-14-3777; and

WHEREAS, the City Council wishes to ratify and affirm the appointment of Sara Jane del Carmen as Municipal Court Judge with the adoption of this Ordinance; and

WHEREAS, the City Council also wishes to appoint an Associate Municipal Court Judge; and

WHEREAS, the City Council is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this Ordinance; and

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

WHEREAS, the purposes of this Ordinance include protecting and promoting the public health, safety, and general welfare of the citizens of the City of Colleyville.

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

- Sec. 1. THAT the above findings are hereby found to be true and correct and are incorporated herein in their entirety.
- Sec. 2. THAT the City Council of the City of Colleyville, Texas hereby ratifies and affirms the appointment of Sara Jane del Carmen as the City of Colleyville Municipal Court Judge for the City of Colleyville Municipal Court of Record to serve from October 1, 2014, through September 30, 2016. Said appointment was effective as provided in Resolution R-14-3777.

Sec. 3. THAT the City Council of the City of Colleyville, Texas hereby appoints Leticia Evans as the City of Colleyville Associate Municipal Court Judge for the City of Colleyville Municipal Court of Record to serve through September 30, 2016.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 21ST day of October 2014.

The second reading and public hearing being conducted on the 5TH day of November 2014.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the 5th day of November 2014.

ATTEST:



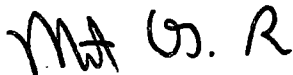
Amy Shelly, TRMC
City Secretary

CITY OF COLLEYVILLE



David Kelly
Mayor

APPROVED AS TO FORM AND LEGALITY:



Matthew C. G. Boyle
City Attorney

REGIONAL MUNICIPAL COURT JUDGE AGREEMENT

On the 2nd day of September, 2014, the City Council of the City of Colleyville appointed Sara Jane del Carmen to serve as the Municipal Court Judge for the municipal court of record for the City of Colleyville contingent upon the execution of this Regional Municipal Court Judge Agreement (the "Agreement"). On the 2nd day of September, 2014, the City Council of the City of Keller appointed Sara Jane del Carmen to serve as the Municipal Court Judge for the municipal court of record for the City of Keller contingent upon the execution of this Agreement. This Agreement between the City of Colleyville, the City of Keller, and Sara Jane del Carmen shall become effective September 17, 2014 upon the acceptance of the following terms and conditions for such professional services as evidenced by the signature of the parties.

Appointment

- a. The Regional Municipal Court Judge is appointed for a two (2) year term of office to commence on October 1, 2014. During that time, the Regional Municipal Court Judge shall serve as Presiding Judge over the Colleyville and Keller Municipal Courts of Record in accordance with Section 30.00007 of the Texas Government Code. Additionally, Sara Jane Del Carmen shall serve as an Associate Municipal Court Judge beginning September 17, 2014, and through September 30, 2014, to assist in her transition to serving as the Regional Municipal Court Judge. The Regional Municipal Court Judge may be removed from office only as provided by law. The removal of the Regional Municipal Court Judge by either the City of Colleyville or the City of Keller shall be mutually effective to terminate this Agreement. In the event of removal, there shall be no other liability to the Cities of Colleyville and Keller.
- b. The Regional Municipal Court Judge is an appointee of the City Council of Colleyville and the City Council of Keller from whom only broad, general guidance is received. The Regional Municipal Court Judge shall exercise direct supervision over the Associate Municipal Court Judge(s). The Regional Municipal Court Judge shall have all authority vested under law and shall undertake her duties fairly, impartially, independently, and without supervision. The Cities of Colleyville and Keller do not have the right to exercise control over the details of the Regional Municipal Court Judge's work.
- c. The Regional Municipal Court Judge shall be responsible for obtaining the services of an Associate Judge(s) and assigning substitute Judges to act in her absence in accordance with Section 30.00007(a)(4) of the Texas Government Code. The Associate Judge(s) are subject to the appointment by the City Council Committee in accordance with State law. The Associate Judge position shall not be vacant during the term of the Regional Municipal Court Judge for more than 60 consecutive days. All compensation due the Associate Judge(s) will be paid by the Regional Municipal Court Judge.
- d. The Regional Municipal Court Judge and any Associate Municipal Court Judge(s) are required to keep abreast of State law and local ordinances, including State mandated fees, as applicable to Texas Municipal Courts, as well as criminal laws applicable to magistrate duties, and issuance of warrants. Although a recognized function of judicial discretion, the Regional Municipal Court Judge agrees to adjudicate consistently and within all applicable legal standards. The Regional Municipal Court Judge must be an attorney licensed by the Texas Supreme Court, and must remain in good standing with the State Bar of Texas at all

times during the term of this Agreement. The Regional Municipal Court Judge must attend the minimum required Texas Judicial Continuing Legal Education, including, but not limited to, the annual judge's training, at no additional cost to the City of Colleyville and the City of Keller.

- e. For the duration of this Agreement, the Regional Municipal Court Judge shall provide best efforts to respond physically, verbally or electronically within 30 minutes or as may be warranted for purposes of arraignments, warrants, and the like.
- f. The Regional Municipal Court Judge shall fully adhere to the Texas Code of Judicial Conduct and all other statutory and constitutional requirements of office.

Municipal Court

- a. Court dockets for adult and juvenile cases shall be scheduled as designated by the Regional Municipal Court Judge in coordination with the Municipal Court Administrator in order to facilitate optimal court efficiency in support of the cities of Colleyville and Keller's customer service values. The Regional Municipal Court Judge agrees that she is not required to maintain any specific schedule.
- b. The Regional Municipal Court Judge shall operate court proceedings, including but not limited to, court technology and court security, within the allocated budget and staffing as approved by the City Councils of the cities of Colleyville and Keller.
- c. Essential and other responsibilities and duties include, but are not limited to, the following:
 - 1. The Regional Municipal Court Judge shall preside over court dockets and trials (Class C Misdemeanors, City ordinances, traffic violations, criminal misdemeanor, property matters, criminal jury and non-jury trials, pre-trial conferences, juvenile warnings, and other cases appropriately tried in Municipal Court).
 - 2. Preside over jury and non-jury cases and levy fines commensurate with the violation in such manner to preserve equity and uniformity in the application of existing laws and ordinances.
 - 3. Be available (or designated Associate Judge(s)) on a 24/7 basis to review and/or sign search, arrest and blood warrants, appeal bonds, prisoner transfer documentation, etc.
 - 4. Coordinate court activities with Municipal Court Administrator, City Attorney and/or City Prosecutors, and other city departments.
 - 5. Conduct hearings (property, emergency protective order, dangerous dog, etc.).
 - 6. Provide arraignment duties as needed and shall be available for magistrate services within a reasonable time after notice by the Municipal Court Administrator or Police Department.
 - 7. Ensure two (2) daily (AM and PM) arraignments, or as may be needed, at the Regional Holding Facility in Keller.
 - 8. Collaborate with the City Council Committee (as defined in the Interlocal Agreement between the cities of Colleyville and Keller) and applicable city department(s) to ensure policies and orders are within the parameters of state law but also consistent with the values of the communities and needs of other departments.

9. Any duties or responsibilities of a municipal court Judge pursuant to and consistent with State law.

- d. All court documents including, but not limited to: disposition sheets, judgment forms, court orders, bond forfeitures must be properly completed. The Regional Municipal Court Judge shall ensure that all documents are properly completed to ensure the enforceability of same and that no information is omitted on judgments, orders, Adult Warning Sheets, Request for Counsel, or other documentation.
- e. The Regional Municipal Court Judge may be called upon to perform all services and duties, as they relate to arraignment customarily performed by the Judge or Magistrate of a municipal court of record in the State of Texas.
- f. The Regional Municipal Court Judge shall become proficient within 90 days of appointment in the use of the Court software(s) and/or technology. The Regional Municipal Court Judge shall be provided a reasonable level of training for such software and technology.
- g. The Regional Municipal Court Judge will serve as an official for the City of Colleyville and the City of Keller and will be afforded all protections of the applicable City Charter and insurance policy(ies). In addition, the Regional Municipal Court Judge shall retain all protections and immunities provided by State Constitution and law.

Compensation and Evaluation

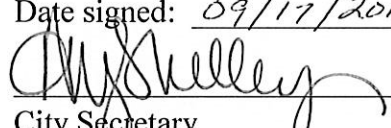
- a. As compensation for all required services, as outlined herein, the City agrees to pay the Regional Municipal Court Judge \$4,000.00 bi-weekly fee which equates to total annual fees of \$104,000.00. No other compensation or benefits shall be paid to the Regional Municipal Court Judge, and the Regional Municipal Court Judge shall receive no health or death benefits, or accrue sick or vacation leave, or any other benefits.
- b. It is the intention of the parties that the Regional Municipal Court Judge shall be an independent contractor and not an employee of either City for all purposes, including but not limited to, the application of the Federal Insurance Contribution Act, the Social Security Act, the Federal Unemployment Act, provisions of the Internal Revenue Code. The Cities will not pay for or provide Workers Compensation Insurance on the Regional Municipal Court Judge. The Regional Municipal Court Judge shall pay federal self-employment taxes upon amounts received under this Agreement.
- c. Parties shall comply with all provisions of the Internal Revenue Code, as amended.
- d. The term of this Agreement shall be for a period of two years and fifteen days, commencing on the effective date of September 15, 2014, unless otherwise terminated in advance. The compensation provided for above shall cease immediately upon the expiration or termination of this Agreement, the resignation of the Regional Municipal Court Judge, or

any other circumstance which prevents the Municipal Court Judge from performing their duties.

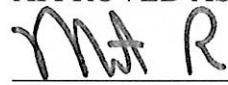
- e. The Regional Municipal Court Judge shall meet with the City Council Committee on a quarterly basis for the first year and at least annually thereafter on an on-going basis to assess performance and foster communication.
- f. The Regional Municipal Court Judge shall collaborate with the City Council Committee within 90 days of appointment to establish judge specific performance benchmarks regarding the effectiveness and productivity of the court, which may be amended from time to time as needed.
- g. No later than 30 days prior to the annual appointment date, the Regional Municipal Court Judge shall prepare annual self-evaluation performance reviews for examination by the City of Colleyville City Council and the City of Keller City Council.

CITY OF COLLEYVILLE

By: 
Mayor David Kelly

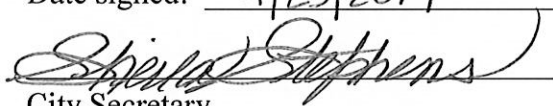
Date signed: 09/17/2014

City Secretary

APPROVED AS TO FORM AND LEGALITY:

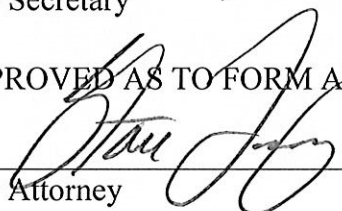

City Attorney

CITY OF KELLER

By: 
Mayor Mark Mathews

Date signed: 9/23/2014

City Secretary

APPROVED AS TO FORM AND LEGALITY:


City Attorney

REGIONAL MUNICIPAL COURT JUDGE

By: 
Sara Jane del Carmen

Date signed: 9/17/14

FIRST AMENDMENT TO REGIONAL MUNICIPAL COURT JUDGE AGREEMENT

This First Amendment ("Amendment") to the the Regional Municipal Court Judge Agreement, is made and entered into by and between the City of Colleyville ("Colleyville"), the City of Keller ("Keller"), and Judge Sara Jane del Carmen ("Judge del Carmen"). Colleyville, Keller, and Judge del Carmen may collectively be referred to as the parties.

WHEREAS, the parties entered into the Regional Municipal Court Judge Agreement dated September 17, 2014 (the "Agreement"); and

WHEREAS, Judge del Carmen has served well during her first year of service as Regional Municipal Court Judge; and

WHEREAS, Judge del Carmen has brought innovation and leadership to the bench yielding improved operations and efficiencies in the Court; and

WHEREAS, the parties wish to provide a one time, lump sum salary adjustment to Judge del Carmen; and

WHEREAS, the parties agree that the approval of this Amendment is in the mutual interests of the parties and is in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, in consideration of the covenants, conditions, and provisions set forth in this Amendment, the receipt and sufficiency of which are hereby affirmed, the parties agree to the Amendment as follows:

1. All matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
2. The Compensation and Evaluation Section is hereby amended with the addition of a new Section a.1. as follows:
In addition, the Regional Municipal Court Judge shall be paid a one time, lump sum salary adjustment in the amount of \$5,200.00 within thirty (30) days of the approval of this Amendment. The cost of said one time, lump sum salary adjustment shall be split evenly between Colleyville and Keller.
3. Based on the above and foregoing, the parties agree that these revisions shall be considered a part of the Agreement referred to above and incorporated by reference for all purposes. These revisions shall be subject to any and all other provisions of the Agreement, with the exception of the parts or provisions of the Agreement which have been revised by this Amendment.

In witness whereof, the undersigned parties have executed this amendment on the 15 day of September, 2015.

CITY OF COLLEYVILLE

By:

David Kelly
Mayor David Kelly

Date signed: _____

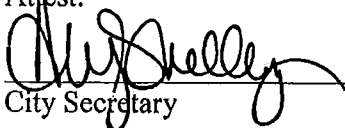
REGIONAL MUNICIPAL COURT JUDGE

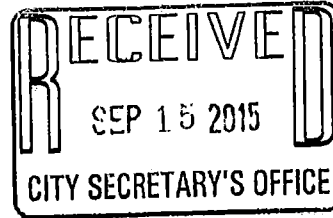
By:

Sara Jane del Carmen
Sara Jane del Carmen

Date signed: August 11, 2016

Attest:


City Secretary

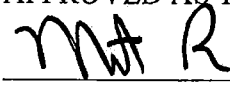


Colleyville City Council

SEP 15 2015

Approved

APPROVED AS TO FORM AND LEGALITY:


City Attorney

CITY OF KELLER

By:

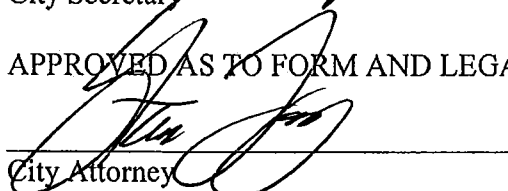

Mayor Mark Mathews

Date signed: 8-15-16

Attest:


City Secretary

APPROVED AS TO FORM AND LEGALITY:


City Attorney

Judge Survey - July 2016

City	Actual Annual Base Salary	FT, PT, Elected or Contract	Annualized FT Salary	City Pay for Health Insurance?	Participate in TMRS	Years in Position
Bedford	\$86,000	Appointed	\$86,000	No	No	12
Burleson	\$50,400	PT Employee w/Contract	\$100,800	Yes	Yes	3
Colleyville	\$104,000	Contract PT	\$104,000	No	No	2
Coppell	\$76,920	Contract	\$76,920	No	No	15
Eules	\$80,000	PT Employee w/Contract	N/A	No	No	16.5
Farmers Branch	\$78,000	Contract PT	\$148,000	No	No	0
Flower Mound	\$1,000/mo + \$65 phone allowance/mo + piecemeal work	Contract PT	N/A	No	No	10
Grapevine	\$120,819	FT Employee (no longer on Contract)	\$120,819	Yes	Yes	1.5
Haltom City	\$61,800	Contract	\$61,800	No	No	7
Hurst	\$250/session; \$90/weekday call-out; \$120/weekend call-out	Contract	N/A	No	No	3
Lewisville	\$132,922	Elected	\$132,922	No	Yes	14
N. Richland Hills	\$74,793	Contract	\$74,793	No	No	8
Southlake	\$64,775	Contract PT	\$129,550	No	Yes	14
The Colony	\$63,000	Contract PT	\$126,000	No	No	5
AVERAGE	\$82,786		\$105,600			

**SECOND AMENDMENT TO
REGIONAL MUNICIPAL COURT JUDGE AGREEMENT**

This Second Amendment (“Amendment”) to the the Regional Municipal Court Judge Agreement, is made and entered into by and between the City of Colleyville (“Colleyville”), the City of Keller (“Keller”), and Judge Sara Jane del Carmen (“Judge del Carmen”). Colleyville, Keller, and Judge del Carmen may collectively be referred to as the parties.

WHEREAS, the parties entered into the Regional Municipal Court Judge Agreement dated September 2, 2014 (the “Agreement”); and

WHEREAS, Judge del Carmen has served well during her first term of service as Regional Municipal Court Judge; and

WHEREAS, Judge del Carmen has brought innovation and leadership to the bench yielding improved operations and efficiencies in the Court; and

WHEREAS, the parties wish to adjust the annual compensation to Judge del Carmen; and

WHEREAS, the parties agree that the approval of this Amendment is in the mutual interests of the parties and is in the best interests of the health, safety, and welfare of the public.

NOW, THEREFORE, in consideration of the covenants, conditions, and provisions set forth in this Amendment, the receipt and sufficiency of which are hereby affirmed, the parties agree to the Amendment as follows:

1. All matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.
2. The Appointment Section is hereby amended with subsection a. being amended and replaced as follows:
 - a. The Regional Municipal Court Judge is reappointed for a two (2) year term of office to commence on October 1, 2016. During that time, the Regional Municipal Court Judge shall serve as Presiding Judge over the Colleyville and Keller Municipal Courts of Record in accordance with Section 30.00007 of the Texas Government Code. The Regional Municipal Court Judge may be removed from office only as provided by law. The removal of the Regional Municipal Court Judge by either the City of Colleyville or the City of Keller shall be mutually effective to terminate this Agreement. In the event of removal, there shall be no other liability to the Cities of Colleyville and Keller.
3. The Compensation and Evaluation Section is hereby amended with subsection a. being amended and replaced as follows:
 - a. As compensation for all required services, as outlined herein, the City agrees to pay the Regional Municipal Court Judge \$4,615.39 bi-weekly fee which equates to total annual

fees of \$120,000.00. No other compensation or benefits shall be paid to the Regional Municipal Court Judge, and the Regional Municipal Court Judge shall receive no health or death benefits, or accrue sick or vacation leave, or any other benefits.

4. Based on the above and foregoing, the parties agree that these revisions shall be considered a part of the Agreement referred to above and incorporated by reference for all purposes. These revisions shall be subject to any and all other provisions of the Agreement, with the exception of the parts or provisions of the Agreement which have been revised by this Amendment.

In witness whereof, the undersigned parties have executed this amendment on the _____ day of _____, 2016.

CITY OF COLLEYVILLE

REGIONAL MUNICIPAL COURT JUDGE

By: _____

Mayor Richard Newton

Date signed: _____

By: _____

Sara Jane del Carmen

Date signed: _____

Attest:

City Secretary

APPROVED AS TO FORM AND LEGALITY:

City Attorney

CITY OF KELLER

By: _____

Mayor Mark Mathews

Date signed: _____

Attest:

City Secretary

APPROVED AS TO FORM AND LEGALITY:

City Attorney

ORDINANCE O-16-1992

REAPPOINTING JUDGE SARA JANE DEL CARMEN AS THE MUNICIPAL COURT JUDGE, REAPPOINTING ASSOCIATE MUNICIPAL COURT JUDGES, AND APPROVING THE SECOND AMENDMENT TO THE REGIONAL MUNICIPAL COURT JUDGE AGEEMENT

WHEREAS, Judge Sara Jane del Carmen was appointed as the Municipal Court Judge on September 2, 2014, with the passage of Resolution R-14-3777; and

WHEREAS, the appointment of Judge Sara Jane del Carmen was ratified and affirmed on November 5, 2014, with the passage of Ordinance O-14-1939; and

WHEREAS, the City Council wishes to reappoint Judge Sara Jane del Carmen as Municipal Court Judge with the adoption of this Ordinance for an additional two year term; and

WHEREAS, the City Council also wishes to reappoint Leticia Evans as the Associate Municipal Court Judge; and

WHEREAS, the City Council is authorized by law to adopt the provisions contained herein, and has complied with all the prerequisites necessary for the passage of this Ordinance; and

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

WHEREAS, the purposes of this Ordinance include protecting and promoting the public health, safety, and general welfare of the citizens of the City of Colleyville.

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

Sec. 1. THAT the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

Sec. 2. THAT the City Council of the City of Colleyville, Texas hereby reappointments Judge Sara Jane del Carmen as the City of Colleyville Municipal Court Judge for the City of Colleyville Municipal Court of Record to serve from October 1, 2016, through September 30, 2018.

Sec. 3. THAT the City Council of the City of Colleyville, Texas hereby reappoints Leticia Evans as the City of Colleyville Associate Municipal Court Judge for the City of Colleyville Municipal Court of Record to serve through September 30, 2018. Bill Lane is hereby appointed Alternate Associate Municipal Court Judge for the City of Colleyville Municipal Court of Record to serve October 1, 2016, through September 30, 2018.

Sec. 4. THAT the City Council of the City of Colleyville, Texas hereby approves the Second Amendment to the Regional Municipal Court Judge Agreement to include the annual compensation of \$120,000 to Judge Sara Jane del Carmen.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of September 2016.

The second reading and public hearing being conducted on the 20th day of September 2016.

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

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelly, TRMC
City Secretary

Richard Newton
Mayor

APPROVED AS TO FORM AND LEGALITY:

Matthew C. G. Boyle
City Attorney



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a
Type Resolution
Department City Manager

Agenda Date 09/20/2016

Number Resolution R-16-4036

Title

Approval of a resolution to ratify the property tax increase as reflected in the Fiscal Year 2017 Budget

Strategy Map Connection

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

Explanation

Reading and Public Hearing

Pursuant to the requirements of HB 3195, it is necessary for the City Council to vote to ratify the property tax increase as reflected in the Fiscal Year 2017 Budget. This vote is a procedural requirement of HB 3195; the actual total tax rate has decreased from \$0.3559 to \$0.33913 per \$100 of valuation.

Section 102.007 of the Local Government Code, Subsection (c), reads as follows: "Adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget. A vote under this subsection is in addition to and separate from the vote to adopt the budget or vote to set the tax rate required by Chapter 26, Tax Code, or other law."

This budget will raise more total property taxes than last year's budget by \$395,900, which is a 2.94 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$152,569.

Financial Impact

Approval of the attached resolution is necessary to complete approval of the FY 2017 annual budget.

Recommendation

Approve

Attachments

1. Resolution R-16-4036

RESOLUTION R-16-4036

**A RESOLUTION TO RATIFY THE PROPERTY TAX INCREASE AS
REFLECTED IN THE ANNUAL BUDGET FOR THE CITY OF COLLEYVILLE,
TEXAS, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016
THROUGH SEPTEMBER 30, 2017**

WHEREAS, the City of Colleyville has adopted an annual budget for Fiscal Year 2017 that requires raising more revenue from property taxes than in the previous year; and

WHEREAS, House Bill 3195 requires that the governing body ratify the property tax increase reflected in the budget in a separate vote.

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

Sec. 1. THAT the property tax increase reflected in the City of Colleyville Fiscal Year 2017 annual budget is hereby ratified.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS
20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6b

Agenda Date 09/20/2016

Number Resolution R-16-4037

Type Resolution

Department City Manager

Title

Adoption of the Fiscal Year 2017 to 2021 Capital Improvement Program (CIP)

Strategy Map Connection

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

F2- Invest to provide and maintain high quality public assets

Explanation

Reading and Public Hearing

In order to plan for Colleyville's long-term needs, the City's comprehensive Capital Improvement Plan (CIP) is updated each year as a part of the annual budget process. The CIP provides an opportunity to consider all of the City's capital needs in the coming years and determine the priority of each, as well as whether available funding resources are sufficient to support those expenditures. The CIP operates on a multi-year basis and utilizes a variety of funding sources, both from the City and other entities. Capital projects are defined as those projects requiring an investment of \$50,000 or more. A draft FY 2017-2021 CIP was discussed with the City Council at the July 25, 2016 budget worksession and input received was incorporated into the proposed FY 2017-2021 CIP that was presented to the City Council at the August 10, 2016 budget worksession.

The FY 2017-2021 CIP includes \$45,034,376 for street improvements, water and wastewater infrastructure improvements, facility rehabilitation, trail construction, and technology investments. City funding sources primarily include the annual transfer from the General Fund to the Capital Projects Fund, the Utility Fund, impact fees, and the Colleyville Economic Development Corporation (CEDC) budget. Other funding sources include the County and the Tax Increment Financing (TIF) zone.

Approval of the attached resolution adopting the Capital Improvement Program for Fiscal Years 2017-2021 replaces any previously approved Capital Improvement Programs for those years reflected in each, with those projects detailed in Exhibit "A."

Financial Impact

Approval of the resolution adopting the FY 2017-2021 CIP is approval of a plan, not appropriation of funding. Funding for identified projects is appropriated in the annual budget ordinance or through specific Board and/or City Council approval based on the funding source.

Recommendation

Approve

Attachments

1. Exhibit A - Proposed FY 2017 - 2021 Capital Improvement Program
2. Resolution R-16-4037

Exhibit "A"

2017

	Total Project	Capital	CEDC	County		Perimeter	Impact Fees -			Wastewater	Water Impact	Other: City		
	Cost	Projects Fund	(Parks, Trails & Libraries)	Funding	Drainage Fund	Street Fees	Area II (West of 26)	TIF	Utility Fund	Impact Fees	Fees	Funding	Total Funding	Non Funded
Civil Improvements at Public Works Service Center Site - CONSTRUCTION	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$500,000	\$0
Glade Road (Phase 2 - Manning to Pool) - ROW	\$430,000	\$0	\$0	\$0	\$0	\$0	\$0	\$430,000	\$0	\$0	\$0	\$0	\$430,000	\$0
Glade Road (Phase 3 - Pool to Heritage) - ROW	\$190,000	\$0	\$0	\$0	\$0	\$0	\$0	\$190,000	\$0	\$0	\$0	\$0	\$190,000	\$0
Glade Road Maintenance Partial (Phase II) (Stafford to Jim Mitchell)	\$198,000	\$198,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$198,000	\$0
Glade Road Maintenance Partial (Phase IV) Asphalt Rehab (Western City Limits to Bransford Rd)	\$142,000	\$142,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$142,000	\$0
Hunter Lane - Rehabilitation	\$160,000	\$160,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,000	\$0
John McCain Rehabilitation (Westcoat to Pleasant Run and Shepherds Glen to Maranatha Court) - County Project	\$1,647,222	\$591,000	\$0	\$394,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$662,222 *	\$1,647,222	\$0
L. D. Lockett (Precinct Line Road to Westcoat Drive) - Rehabilitation	\$725,000	\$725,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$725,000	\$0
McDonwell School Road and Westcoat Drive Roundabout - DESIGN	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0	\$100,000	\$0
Pleasant Run (Shelton to John McCain) - Rehabilitation (Companion to Water Project 11/Partial and WW Project 3/Partial)	\$4,300,000	\$2,743,300	\$300,000	\$0	\$0	\$0	\$0	\$0	\$186,000	\$0	\$1,070,700	\$0	\$4,300,000	\$0
Roberts Road (Glade to Grapevine City Limits) - DESIGN	\$162,000	\$162,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$162,000	\$0
UPS Battery Backup Replacement at Justice Center	\$85,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,000	\$85,000	\$0
Water Project 10: Apple Valley Subd./Rustic Oaks Subd./ Bills Lane Water Lines - DESIGN	\$70,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$70,000	\$0
Water Project 11: Partial (John McCain Water Line Upsizing)	\$446,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$446,000	\$0	\$0	\$0	\$446,000	\$0
Water Project 8: Pressure Relief and Flow Control Valves and Piping (John McCain/Bandit Trail Vicinity) - DESIGN	\$42,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42,500	\$0	\$0	\$0	\$42,500	\$0
WW Project 3 (Partial): Replace 6" and 8" Pipelines (Manning Dr/Vicinity of Pleasant Run Rd and McDonwell School Rd) - DESIGN	\$27,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$27,000	\$0	\$0	\$0	\$27,000	\$0
WW Project 4: Remington Park and Clairemont Subdivisions Sewer Line Replacements to Improve Flow - DESIGN	\$33,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$33,000	\$0	\$0	\$0	\$33,000	\$0
	\$9,257,722	\$4,721,300	\$300,000	\$394,000	\$0	\$0	\$100,000	\$620,000	\$804,500	\$0	\$1,070,700	\$1,247,222	\$9,257,722	\$0

2018

														*Prior approved funding
Black Drive - Rehabilitation (Companion Project to Water Project #10)	\$174,987	\$174,987	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$174,987	\$0
Cheek-Sparger Road (San Bar to Brown Trail) - DESIGN and ROW Acquisition	\$313,000	\$313,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$313,000	\$0
Glade Road (Phase 2 - Manning to Pool) - RECONSTRUCTION	\$5,484,000	\$0	\$0	\$0	\$0	\$342,897	\$0	\$4,724,103	\$0	\$0	\$417,000	\$0	\$5,484,000	\$0
L. D. Lockett (Westcoat Drive to Pleasant Run) - Rehabilitation	\$195,000	\$195,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$195,000	\$0
Manning Drive Rehabilitation (County Project) - Rehabilitation (Companion Project to Wastewater Project 3)	\$300,000	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000	\$0
McDonwell School Road and Westcoat Drive Roundabout - Construction	\$1,200,000	\$1,200,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000	\$0
Pleasant Run (John McCain to North City Limits) - Rehabilitation	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000	\$0
Remington Parkway - Rehabilitation (Companion Project to Wastewater Project #4)	\$65,000	\$65,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$65,000	\$0
Replacement of Palladium Windows	\$150,000	\$0	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$150,000	\$0
Roberts Road - RECONSTRUCTION	\$1,200,950	\$1,200,950	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,950	\$0
Rustic Trail - Rehabilitation (Companion Project to Water Project #10)	\$55,000	\$55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$55,000	\$0
Water Project 10: Apple Valley Subdivision/Rustic Oaks Subdivisions/ Bills Lane Water Lines - CONSTRUCTION	\$550,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$550,000	\$0	\$0	\$0	\$550,000	\$0
Water Project 8: Install Pressure Relief and Flow Control Valves and Associated Piping - CONSTRUCTION	\$348,000	\$75,000	\$0	\$0	\$0	\$0	\$0	\$0	\$273,000	\$0	\$0	\$0	\$348,000	\$0
WW Project 3 (Partial): Replace 6" and 8" Pipelines on Manning Drive/Vicinity of Pleasant Run and McDonwell - CONSTRUCTION	\$141,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$141,000	\$0	\$0	\$0	\$141,000	\$0
WW Project 4: Remington Park and Clairemont Subdivisions Sewer Line Replacements to Improve Flow - CONSTRUCTION	\$185,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$185,000	\$0	\$0	\$0	\$185,000	\$0
	\$10,811,937	\$3,878,937	\$150,000	\$150,000	\$0	\$342,897	\$0	\$4,724,103	\$1,149,000	\$0	\$417,000	\$0	\$10,811,937	\$0

2019

Bransford (Glade to LD Lockett) (County Project) - Rehabilitation	\$706,000	\$423,600	\$0	\$282,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$706,000	\$0
Brighton Oaks - Rehabilitation (Companion Project to Water Project #5)	\$460,000	\$460,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$460,000	\$0
Cheek-Sparger Road (San Bar to Brown Trail) - CONSTRUCTION	\$2,085,395	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,085,395	\$2,085,395	\$0
Glade Road (Phase 3 - Pool to Heritage) - ReCONSTRUCTION	\$3,530,250	\$0	\$0	\$0	\$0	\$245,223	\$0	\$3,151,027	\$0	\$134,000	\$0	\$0	\$3,530,250	\$0
Montclair (County Project) - Rehabilitation	\$560,000	\$280,000	\$0	\$280,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$560,000	\$0
Update Stormwater Master Plan	\$500,000	\$0	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000	\$0
Water Project 11: Tinker Road Water Lines - DESIGN	\$123,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$123,000	\$0	\$0	\$0	\$123,000	\$0
Water Project 5: Upsize and Replace Water Lines in Brighton Oaks Subdivision - CONSTRUCTION	\$1,515,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,515,100	\$0	\$0	\$0	\$1,515,100	\$0
WW Project 5: Quails Path and Chestnut Bend Sewer Line Replacement - DESIGN	\$91,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$91,000	\$0	\$0	\$0	\$91,000	\$0
	\$9,570,745	\$1,163,600	\$0	\$562,400	\$500,000	\$245,223	\$0	\$3,151,027	\$1,729,100	\$134,000	\$0	\$2,085,395	\$9,570,745	\$0

2020

County Project (TBD) - Rehabilitation	\$800,000	\$400,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0
Justice Center - Metal Roof Coating	\$167,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167,200	\$167,200	\$0
Quails Path - Rehabilitation (Companion Project to Wastewater Project #5)	\$35,000	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$35,000	\$0
Tinker (Pleasant Run to Highway 26) - Rehabilitation (Companion Project to Water Project 11)	\$450,000	\$450,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$450,000	\$0
Water Project 11 (Partial): Tinker Road Water Lines - CONSTRUCTION	\$630,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$630,000	\$0	\$0	\$0	\$630,000	\$0
Water Project 12/Partial Woodbriar Estate Water Lines Replacement - DESIGN	\$70,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,020	\$0	\$0	\$0	\$70,020	\$0
Water Project 3: New Elevated Water Storage Tank and Associated Distribution Lines - DESIGN	\$545,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$545,000	\$0	\$545,000	\$0
Water Project 6: Upsize and Replace Water Lines in Woodbriar Estates and Quail Crest Subdivisions - DESIGN	\$145,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$145,000	\$0	\$0	\$0	\$145,000	\$0
WW Project 1: Replace Sewer Lines in Woodbriar Estates and Quail Crest Subdivisions - DESIGN	\$361,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$361,700	\$0	\$0	\$0	\$361,700	\$0
WW Project 5: Quails Path and Chestnut Bend Sewer Line Replacement - CONSTRUCTION	\$719,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$719,000	\$0	\$0	\$0	\$719,000	\$0
	\$3,922,920	\$885,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$1,925,720	\$0	\$545,000	\$167,200	\$3,922,920	\$0

Exhibit "A"

2021

Justice Center - HVAC Replacement	\$237,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$237,000	\$237,000	\$0
Justice Center- Carpet & VCT Tile Replacement	\$88,052	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$88,052	\$88,052	\$0
County Project (TBD) - Rehabilitation	\$800,000	\$400,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000	\$0
Water Project 12/Partial Woodbriar Estate Water Lines Replacement - CONSTRUCTION	\$433,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$433,000	\$0	\$0	\$0	\$433,000	\$0
Water Project 3: New Elevated Water Storage Tank and Associated Distribution Lines - CONSTRUCTION	\$4,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500,000	\$0	\$4,500,000	\$0
Water Project 6: Upsize and Replace Water Lines in Woodbriar Estates and Quail Crest Subdivisions - CONSTRUCTION	\$745,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$745,000	\$0	\$0	\$0	\$745,000	\$0
Woodbriar, Quail Crest Estates - Rehabilitation (Companion Project to Water Projects #6 and 12/Portion and WW Project #1)	\$2,768,000	\$2,768,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,768,000	\$0
WW Project 1: Replace Sewer Lines in Woodbriar Estates and Quail Crest Subdivisions - CONSTRUCTION	\$1,900,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,900,000	\$0	\$0	\$0	\$1,900,000	\$0
	\$11,471,052	\$3,168,000	\$0	\$400,000	\$0	\$0	\$0	\$0	\$3,078,000	\$0	\$4,500,000	\$325,052	\$11,471,052	\$0
	\$45,034,376	\$13,816,837	\$450,000	\$1,906,400	\$500,000	\$588,120	\$100,000	\$8,495,130	\$8,686,320	\$134,000	\$6,532,700	\$3,824,869	\$45,034,376	\$0

UNFUNDED

Acuff Lane - Rehabilitation	\$115,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,360
Automated Meter Reading (AMR) Advanced Metering Infrastructure (AMI) System Implementation	\$5,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000,000
Bedford Court - Rehabilitation	\$149,209	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$149,209
Bedford Road Bridge - Rehabilitation	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000
Bedford Road Bridge at Little Bear	\$2,100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,100,000
Behrens - Rehabilitation	\$392,196	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$392,196
Bettinger Drive- Rehabilitation	\$378,080	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$378,080
Beverly Drive- Rehabilitation	\$222,098	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$222,098
Bill Simmons Rd - Rehabilitation	\$269,867	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$269,867
Bluebonnet Drive - Rehabilitation	\$323,440	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$323,440
Bransford Creek Drainage	\$2,080,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,080,000
Brook Meadows Addition - Rehabilitation	\$404,444	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$404,444
Caldwell Hughes Road - Rehabilitation	\$115,360	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$115,360
Cedar Court - Rehabilitation	\$209,964	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$209,964
Cheek-Sparger Road (SH26 to Heritage - Less Brown to Bedford) - Rehabilitation	\$1,698,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,698,222
City Hall - Boiler Replacement	\$107,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$107,900
City Hall - Carpet and VCT Tile	\$102,443	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$102,443
City Hall Dumpster Enclosure	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000
City Hall/Library - HVAC Replacement	\$300,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,300
Community Home Addition - Rehabilitation	\$262,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$262,222
Cooks Lane- Rehabilitation	\$61,653	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$61,653
Cutter Ridge Court - Rehabilitation	\$48,695	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,695
Fairway Addition - Rehabilitation	\$351,111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$351,111
Fire Station 1 Repairs	\$102,954	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$102,954
Fire Station 2 Repairs	\$66,898	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$66,898
Flood Gates Upgrade	\$365,020	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$365,020
Folding Doors- Fire Station #3	\$44,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,000
Ford Drive - Rehabilitation	\$22,276	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,276
Four-Fold Door Installation at Fire Station #1	\$124,545	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$124,545
Glade Road (Phase 4 - West City Limits to Bransford Road) - ReCONSTRUCTION	\$4,737,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,737,000
Glade Road (Phase 4 - West City Limits to Bransford Road) - ROW Acquisition	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
Glade Road Bridge at Trib LB2	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500,000
Glade Road Culverts at Bluebonnet Creek	\$536,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$536,000
Hall-Johnson Fire Facility Renovation - Phase 1	\$392,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$392,000
Hall-Johnson Fire Facility Renovation - Phase 2	\$650,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$650,720
Heritage Avenue at Little Bear - Drainage	\$2,800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,800,000
Hidden Acres Subdivision - Rehabilitation	\$280,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$280,000
Highland Acres Subdivision - Rehabilitation	\$806,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$806,222
Jackson Creek Drainage Improvements	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500,000
Jackson Road Bridge	\$3,400,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,400,000
Jackson Road Bridge - Rehabilitation	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$60,000
Jo Will Street- Rehabilitation	\$186,453	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$186,453
John McCain (Monticello Pkwy to Pleasant Run Rd) - Rehabilitation	\$151,111	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$151,111
John McCain (Williamsburg Court. to Monticello Pkwy) - Rehabilitation	\$302,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$302,222
John McCain Box Culvert at White Chapel Creek West	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
Leta Lane - Rehabilitation	\$179,840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$179,840
Library - Carpet and VCT Tile	\$98,055	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$98,055
Library Fountain Repair	\$70,447	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,447
Lloyd Circle - Rehabilitation	\$105,964	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,964
Maranatha Court - Rehabilitation	\$4,191	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,191
McDonwell School Road - Rehabilitation	\$713,316	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$713,316
Oak Knoll Bridge	\$2,700,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,700,000
Oak Knoll Court - Rehabilitation	\$105,618	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$105,618

Exhibit "A"

Oak Knoll Drive - Rehabilitation	\$871,236	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$871,236
Oak Timbers Court - Rehabilitation	\$148,836	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$148,836
Old Glade Road - Rehabilitation	\$70,667	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,667
Patterson Lane - Rehabilitation	\$203,218	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$203,218
Pecan Park Estates Subdivision - Rehabilitation	\$724,444	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$724,444
Pleasant Run Road Bridge at Big Bear	\$3,800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,800,000
Plymouth Hills Addition - Rehabilitation	\$762,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$762,222
Queensbury Way Bridge - Rehabilitation	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
Ross Downs Estates - Rehabilitation	\$4,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000,000
Saddlebrook Addition - Rehabilitation	\$667,333	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$667,333
Sand Oak Acres Addition - Rehabilitation	\$864,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$864,000
Service Center - Construction	\$4,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,500,000
Shelton - Rehabilitation	\$288,293	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$288,293
Stafford Road - Rehabilitation	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
Suellen Circle - Rehabilitation	\$44,373	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$44,373
Tara Plantation Addition - Rehabilitation	\$495,444	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$495,444
Thompson Terrace - Rehabilitation	\$167,378	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$167,378
Van Oaks Drive - Rehabilitation	\$126,720	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$126,720
Waller Lane - Rehabilitation	\$81,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$81,600
Water Project 12: Woodbriar Estates Water Lines - DESIGN	\$300,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$300,000
Water Project 12: Woodbriar Estates Water Lines - CONSTRUCTION	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Water Project 13: Glade (Oak to Martin) and Gateway/121 Water Lines/Fire Flow Improvements - CONSTRUCTION	\$1,426,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,426,000
Water Project 13: Glade (Oak to Martin) and Gateway/121 Water Lines/Fire Flow Improvements - DESIGN	\$214,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$214,000
Water Project 14: Northwest Area Flow Improvements in High Pressure Plane - CONSTRUCTION	\$1,470,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,470,000
Water Project 14: Northwest Area Flow Improvements in High Pressure Plane - DESIGN	\$220,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$220,000
Water Project 15: Rustic Oaks and Oak Crest Hills Subdivision Fire Flow Improvements - DESIGN/CONSTRUCTION	\$5,389,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,389,000
Water Project 16: Highland Acres Water Line and Fire Flow Improvements - DESIGN/CONSTRUCTION	\$2,264,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,264,000
Water Project 17: Northwest Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$1,404,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,404,000
Water Project 18: Northern Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$8,158,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,158,000
Water Project 19: Southern Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$4,094,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,094,000
Water Project 20: Cheek-Sparger (Buckingham to Martin) Water Line Replacement - DESIGN/CONSTRUCTION	\$1,477,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,477,000
Water Project 21: Pool Rd Water Line Velocity Adjust. (and Summertree and Hall-Johnson/Meadowhill Area) - DESIGN/CONSTRUCTION	\$646,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$646,000
Water Project 22: Cotton Belt Trail to Pleasant Run Road Water Line Implementation - DESIGN/CONSTRUCTION	\$1,225,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,225,000
Water Project 23: Low Plain Lines to Provide Looping - DESIGN/CONSTRUCTION	\$1,827,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,827,000
Water Project 24: Southwest Low Plain Flow Improvements - DESIGN/CONSTRUCTION	\$2,567,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,567,000
Water Project 25: Cheshire/Dorset Joint Replacements - DESIGN/CONSTRUCTION	\$1,211,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,211,000
Water Project 26: Bandit/John McCain Decommissioning of 6" and Connect 12" - DESIGN/CONSTRUCTION	\$176,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$176,000
Water Project 27: Colleyville Boulevard Water Line Upsizing - DESIGN/CONSTRUCTION	\$4,570,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,570,000
Wayne Drive - Rehabilitation	\$160,276	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$160,276
Woodland Hills Subdivision - Rehabilitation	\$1,295,667	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,295,667
WW Project 10: Rehab Category 2 Manholes (Phase 1) - DESIGN/CONSTRUCTION	\$710,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$710,000
WW Project 11: Remaining Manhole Assessment Program - DESIGN/CONSTRUCTION	\$277,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$277,000
WW Project 12: Rehab Priority 1 Manholes Identified in Assessment Program - DESIGN/CONSTRUCTION	\$415,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$415,000
WW Project 13: Highland/Pool/Summertree Sewer Line Replacement - DESIGN/CONSTRUCTION	\$1,407,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,407,000
WW Project 14: Sewer Line Renewal Program, Phase 3 - DESIGN/CONSTRUCTION	\$3,304,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,304,000
WW Project 15: Brook Meadows Sewer Line Improvements - DESIGN/CONSTRUCTION	\$758,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$758,000
WW Project 16: Rehab Priority 2 Manholes Identified in Assessment Program - DESIGN/CONSTRUCTION	\$1,416,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,416,000
WW Project 17: Sewer Line Renewal Program, Phase 4 - DESIGN/CONSTRUCTION	\$3,946,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,946,000
WW Project 6: Emerald Park Sewer Line Replacement - DESIGN/CONSTRUCTION	\$800,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$800,000
WW Project 7: Saddlebrook Addition Sewer Line Replacement - DESIGN/CONSTRUCTION	\$790,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$790,000
WW Project 8: Glade/Camelot Sewer Line and Manhole Replacement - DESIGN/CONSTRUCTION	\$412,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$412,000
WW Project 9: Sewer Line Renewal Program, Phase 2 - DESIGN/CONSTRUCTION	\$2,936,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,936,000
	\$114,798,123	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$114,798,123

RESOLUTION R-16-4037

**A RESOLUTION ADOPTING A COMPREHENSIVE FIVE-YEAR
CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2017-
2021 FOR THE CITY OF COLLEYVILLE, TEXAS**

WHEREAS, planning for capital expenditures is an essential function of local government; and

WHEREAS, a multi-year capital improvement program is an important communication tool for residents and businesses; and

WHEREAS, a multi-year capital improvement program is a valuable tool in addressing infrastructure renewal and replacement needs, and an essential part of the City's financial planning.

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

- Sec. 1. THAT the Fiscal Year 2017-2021 Capital Improvement Program attached as Exhibit "A", is hereby adopted.
- Sec. 2. THAT the Capital Improvement Program will be reviewed and updated on an annual basis, or as otherwise necessary.
- Sec. 3. THAT changes to the Capital Improvement Program will require approval of the City Council.
- Sec 4. THAT this Capital Improvement Program for Fiscal Years 2017-2021 replaces any previously approved Capital Improvement Programs for those years reflected in each.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS
20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6c
Type Resolution
Department City Council

Agenda Date 09/20/2016

Number Resolution R-16-4038

Title

Approval of a resolution to appoint citizens to the Water and Wastewater Rate Advisory Committee

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

At the September 6, 2016, City Council meeting, City Council approved Resolution R-16-4030, attached, which created an ad hoc committee to review water and wastewater utility rates based on the study currently being conducted by Newgen Strategies & Solutions.

The purpose of this ad hoc committee is to review the cost of service study; review options to implement the cost of service; make a recommendation to City Council; and help communicate with and educate the community about utility rates.

City Council directed staff to advertise for the openings, with the anticipation of making appointments at the September 20, 2016, City Council meeting. The following persons have applied for this committee, and their applications are attached:

- Raymond Allee
- Walter Aue
- Thomas Bauch
- Veronica Baughman
- Jonathan Black
- George Bond
- Steven Bush
- Frank Carroll
- Michael "Mic" Deakin
- Rodger Desarno
- George Dodson
- James Dove
- Albert Frohner
- Gerald Gibson
- Jeff Gilstrap
- Jim Hasenpflug
- John Hillebrand
- Gregory Jones
- Donna Kauffman
- Cliff LeBlanc
- Susan Mathisen
- Dee McNosky
- Joe Moore
- Ryan Moore
- Jeff Pistor
- Tim Raine
- Samuel van Bever
- Steve Waltens

Staff has also included a proposed calendar of events for the benefit of the City Council and the committee. In the event that the committee needs more time to make a recommendation and needs to schedule a fourth meeting, two weeks can be added to this schedule with the report presented at the November 1st City Council meeting, with the two ordinance readings on November 15th and December 6th in order to have a new rate structure effective December 1, 2016.

The proposed Resolution R-16-4038, attached, provides for City Council to make appointments to the Water and Wastewater Rate Advisory Committee, appoint a Chair and a Vice Chair, provide a scope, and establish a deadline for the final report to be submitted.

Financial Impact

There is no financial impact to the City with the establishment of this committee.

Recommendation

Approve

Attachments

1. Resolution R-16-4030
2. Applications for Appointment
3. Calendar of Events
4. Resolution R-16-4038

RESOLUTION R-16-4030

A RESOLUTION ESTABLISHING AND PROVIDING A SCOPE FOR AN AD HOC COMMITTEE TO REVIEW UTILITY RATES

WHEREAS, on June 6, 2016, the City Council held a priority setting worksession, at which eight consensus policy priorities were identified; and

WHEREAS, of those eight consensus policy priorities, restructuring the water rate was included; and

WHEREAS, action was taken by the City Council to provide immediate water rate relief by adopting a temporary flat volumetric rate of \$4.36 per 1,000 gallons was initiated; and

WHEREAS, City staff further engaged NewGen Strategies & Solutions to conduct a full analysis of the City's water and wastewater rates to provide options for permanent rates.

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

- Sec. 1. THAT an ad hoc committee is hereby established to review the water and wastewater rates as provided in the analysis performed by NewGen Strategies & Solutions.
- Sec. 2. THAT the committee will consist of between seven and ten members to be appointed at the September 20, 2016, City Council meeting.
- Sec. 3. THAT City Council will determine a Chair and Vice Chair after appointments have been determined.
- Sec. 4. THAT the ad hoc committee's responsibilities may include:
 - a. Review the cost of service study or analysis.
 - b. Review rate options that will recover the cost of service (operations, maintenance and new infrastructure required).
 - c. Make recommendations to the City Council.
 - d. Help to communicate and educate the community about water and wastewater rates.

Sec. 5. THAT this resolution shall take effect immediately upon passage.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 7 AYES, 0 NAYS, AND 0 ABSTENTIONS
ON THIS THE 6TH DAY OF SEPTEMBER 2016.

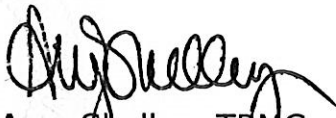
Mayor Richard Newton
Place 1, Tammy Nakamura
Place 2, Bobby Lindamood
Place 4, Jody Short

Aye
Aye
Aye
Aye

Mayor Pro Tem Chris Putnam
Place 5, Nancy Coplen
Place 6, Mike Taylor

Aye
Aye
Aye

ATTEST:



Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE



Richard Newton
Mayor



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

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu
3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Raymond Allee

Address: 5907 Highland Hills Ln

Home phone: 8173290186

Work phone:

E-mail Address: rayallee@aol.com

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

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

Colleyville Zoning Board of Adjustment, Colleyville Sign Board of Appeals, BS in Industrial Technology, MBA, captain US Navy Retired.

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

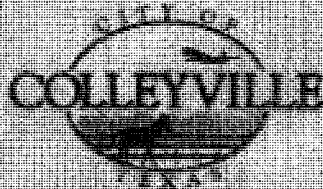
Signature: *Raymond Allee*

Date: 9/9/16

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

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

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



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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Walter Aue

Address: 4608 Green Oaks Dr

Home phone: 817-283-1817

Work phone: 817-999-0136 cell

E-mail Address: wains2@gmail.com

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

Knowledge, experience, or education applicable to Board, Commission, or Committee function:
Retired from American Airlines after 38 years including 13 years as Vice President of Network Planning. Have an understanding how to collect, analyze and present data. Work well across a broad group with diverse backgrounds and can usually reach a consensus based on the data analyzed.

☐ Check if additional materials are attached. Other information (City/civic service, interests):
Past President of Brook Meadows HOA board and the Men's Club board at Good Shepherd Catholic Community in Colleyville.

Signature: *Walter J. Aue*

Date: 9-14-16

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Colleyville Economic Development Corporation

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Thomas Bauch

Address: 4201 Shadow Ridge Dr., Colleyville

Home phone: 8175771471

Work phone: 8173122288

E-mail Address: tomb4201@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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- ☒ I understand I will be required to bring my own device to meetings to view packet information.

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

Retired from IBM, 34 years of technical sales working with companies large and small to evaluate and recommend implementation of systems and technology. This role required analysis of costs/benefits and the ability to define requirements and apply solutions related to those requirements. Part of this responsibility was working with others in team efforts, communicating with stakeholders, and reporting both the analysis activities and recommendations resulting from those projects.

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

Signature: *Tom Bauch*

Date: 9/8/16

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

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



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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Planning and Zoning Commission

3. Water and Wastewater Rate Advisory Committee

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Veronica Baughman

Address: 6505 Connie Lane

Home phone: 817-707-6844

Work phone:

E-mail Address: veronica@sellsdfw.com

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

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

Resident of Colleyville for 20 years, Local Professional Realtor, Member of CWC, Chamber and Leadership Colleyville, Volunteer

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

Signature: *Veronica Baughman*

Date: 9/9/16

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

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

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

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Planning and Zoning Commission

3. Parks and Recreation Advisory Board

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Jonathan Black

Address: 3300 Wilton Woods Ct Colleyville, Texas 76034

Home phone: n/a

Work phone: 817-877-9606

E-mail Address: stockbrokerfw@yahoo.com

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

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

I have served on several boards and committees in the past and currently serve on a few boards as well. I have been through multiple strategic planning initiatives that I believe provide a relevant background to this ad hoc committee. My job in financial planning (as a CFP(r) practitioner) also provides additional background and a view toward working to provide long term solutions to better achievement of goals. Diverse board background has stressed to me the need to be open minded until all information is brought forward before making a decision.

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

Signature: *Jonathan Black*

Date: 9/14/16

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

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



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

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Historical Preservation Committee

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. George Bond

Address: 3104 St Albans Circle Colleyville, Texas 76034

Home phone: 817-313-2222

Work phone: 817-313-2222

E-mail Address: bondgeorge81@yahoo.com

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

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

I have a degree in Petroleum Land Management from Texas Tech University and have worked in both Oil and Gas Operations and Land Management since graduating in 2004. I am a Certified Professional Landman as well as a certified ROW Professional with the Texas Real Estate Commission. I joined the Historical Preservation Committee when my family moved to Colleyville in 2015 and hope to continue to serve in my role there as well. The Water and Wastewater Rate Advisory Board will have an important role for our city and I would like the opportunity to contribute.

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

My family moved to Colleyville in June of 2015 from Fort Worth and absolutely love it here. My wife Tina and I are both working professionals. We are members of St. John's Greek Orthodox Church in Euless and spend our weekends enjoying the many great parks in Colleyville with our two young boys, George III and William.

Signature:

Date: 9/12/16

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

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

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

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

1. ~~Click here for drop down menu~~

WATER & WASTEWATER RATES COMMITTEE

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

2. ~~Click here for drop down menu~~

3. ~~Click here for drop down menu~~

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Steven Bush

Address: 6709 Carriage Lane, Colleyville, TX 76034

Home phone: 817-329-5531

Work phone: 817-832-9298

E-mail Address: stevenrbush@icloud.com

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

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

B.S. Electrical Engineering. Retired. 23 year citizen of Colleyville. Wish to contribute to our city through service. Graduate of Colleyville Fire Academy. Currently an active member of the Colleyville Fire Academy Alumni Association. 42 years of business experience with major corporations.

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

Signature: *Steven Bush*

Date: 9/14/16

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

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

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



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

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Frank Carroll

Address: 1304 Alexandra Court

Home phone: 817-577-3002

Work phone: 214-698-7828

E-mail Address: fcarroll@dykema.com

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

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

Former Colleyville City Councilman, Member of Planning and Zoning Commission, Vice Chair of Zoning Board of Adjustment, Chair of Citizens' Charter Review Committee, Trial and Appellate Attorney

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

Signature: *Frank Carroll*

Date: 9/14/16

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

1. Water and Wastewater Rate Advisory Committee

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

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3. Click here for drop down menu

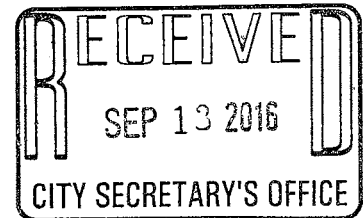
Name: ☐ Ms. ☐ Mrs. ☒ Mr. Michael "Mic" Deakin

Address: 4828 Lakeside Dr Colleyville, TX 76034

Home phone: 817-399-9885

Work phone: 714-348-4074

E-mail Address: michaeldeakin@sbcglobal.net



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

My degree is in political science and I have 40 years experience being a VP of sales and as a member of the management team for a \$120 million business. I am now running a start up business opening the US market for a Mexican manufacturing company which includes running their Wal Mart business. Most importantly, this has been a much politicized issue for the last couple of years and I want to make sure that the average Colleyville citizen is being represented in the process beyond the political interest groups on both sides.

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

Signature:

Date:

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

1. Water and Wastewater Rate Advisory Committee

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

2. Water and Wastewater Rate Advisory Committee

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Rodger DeSarno

Address: 302 Del Mar Court

Home phone: 817-281-6747

Work phone:

E-mail Address: rbdesarno@verizon.net

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

Retired Director of Marketing for a Fortune 500 consumer products company. Colleyville resident since 1997. Have owned two homes in Colleyville.

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

Signature:

Rodger De Sarno

Date: Sept. 7, 2016

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

1. Click here for drop down menu

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

2. Click here for drop down menu
3. Water and Wastewater Rate Advisory Committee

Name: ☐ Ms. ☐ Mrs. ☒ Mr. George Dodson

Address: 7309 Balmoral Dr.

Home phone: 817-488-0082

Work phone: 817-937-3198

E-mail Address: Gwdodson@tx.rr.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

I have more than 30 years experience at a Managing Director level for IBM Corporation, Perot Systems, Candle Corporation consulting at a corporate levels for large scale computer systems management.

I served as President, Treasurer and Director for the International Computer Measurement Group, a professional society for over 15 years.

I have a Masters Degree in Statistics and Operations Research.

I have also served on Homeowners Boards.

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

Signature: _____

Date: 9/7/2016

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu
3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. James Dove

Address: 800 Colleyville Terrace

Home phone: 817 498-4949

Work phone: 817 498-4949

E-mail Address: jamesldove1@gmail.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

Served on church committees.

Held leadership positions on different projects at employment - Aerospace engineer.

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

Attend city council meetings on a regular basis. Know some(.. not all) of this issue from the meetings.

Signature: *James Dove*

Date: 9/13/16

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

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



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

1. WATER AND WASTEWATER RATE ADVISORY COMMITTEE

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

2.

3.

Name: ~~Ms.~~ Mrs. Mr. ALBERT G. FROHNER

Address: 3400 FOX GLEN DRIVE COLLEYVILLE, TX 76034

Home phone: 817-454-7204

Work phone: 817-454-7204

E-mail Address: AFROHNER @ GMAIL.COM

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

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

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

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

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

HOME OWNER FOR OVER 45 YEARS, AB BUSINESS MANAGEMENT/DATA PROCESSING
3YRS MANAGER/SUPERVISOR @ GTE, 10YRS PROJECT MANAGER TELECOM INDUSTRY,
LYRS MEMBER OF COLLEYVILLE CPAAA/LCP.

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

Signature:

Albert G. Frohner

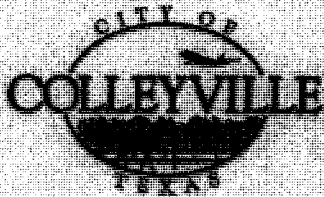
Date:

9/14/16

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

1. Water and Wastewater Rate Advisory Committee

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

2. Water and Wastewater Rate Advisory Committee

3. Water and Wastewater Rate Advisory Committee

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Gerald Gibson

Address: 6100 Brazos Court

Home phone: 8178211602

Work phone: 8178211602

E-mail Address: jergibson@aol.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

Local business owner with 20+ years of running a successful and profitable company. I am a college graduate, a good listener, analytical and decisive when the facts are known. I feel I can benefit the Committee with my years of experience and good judgement. I have not served on a Colleyville Committee previously nor do I have any business matter before the City of Colleyville.

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

Signature: _____

Date: 9/13/16

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

1. Click here for drop down menu WATER AND WASTEWATER COMMITTEE
If you are willing to be considered for another board, commission, or committee, please list below.
2. Click here for drop down menu
3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. JEFF GILSTRAP

Address: 1708 AVA-LON DR. Colleyville, TX 76034

Home phone: (214) 870-2691

Work phone: (817) 429-6262

E-mail Address: jeffg@harrispackaging.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

BS ENGINEERING - TEXAS A&M

MBA Supply Chain Mgmt - TEXAS CHRISTIAN UNIVERSITY

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

Signature: [Signature]

Date: 07/09/16

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

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



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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Parks and Recreation Advisory Board
3. Colleyville Economic Development Corporation

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Jim Hasenpflug

Address: 6609 Kennedy Dr

Home phone: 817.488.0900

Work phone: 817.308.0091

E-mail Address: jim@hasenpflug.net

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

I have been a resident of Colleyville since 1993. I am very interested in having equitable water rates for every property owner in Colleyville. Previously, I was very involved with Boy Scout Troop 28 at the First United Methodist Church. I have a BBA in Finance and an MBA from the University of Texas at Austin. I will be retiring soon and want to get more involved in City of Colleyville activities, boards and committees.

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

Signature: *Jim Hasenpflug*

Date: 9/14/16

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

1. Water and Wastewater Rate Advisory Committee

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

2. Parks and Recreation Advisory Board
3. Colleyville Tree Board

Name: ☐ Ms. ☐ Mrs. ☒ Mr. John Hillebrand M.D.

Address: 7804 Tillman Hill Ct.

Home phone: 817-798-0112

Work phone:

E-mail Address: hille@sbcglobal.net

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

My wife and I have been residents of Colleyville since 1989. We have seen the changes in Colleyville over the years and I would like to be involved in the course of change over the next 20 years. I have the time now that my work life is slowing. I have years of experience working with groups and committees in my hospital medical practice. I believe as a long time resident and President of the Underhill Acres Homeowners Association I can bring a useful perspective to the committee.

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

Signature: John Hillebrand M.D.

Date: 9/14/2016

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

1. Water and Wastewater Rate Advisory Committee ☐

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

2. Colleyville Economic Development Corporation ☐

3. Planning and Zoning Commission ☐

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Gregory Jones

Address: 6908 Peters Path, Colleyville, Texas 76034

Home phone: 972-800-5321

Work phone: 972-550-6888

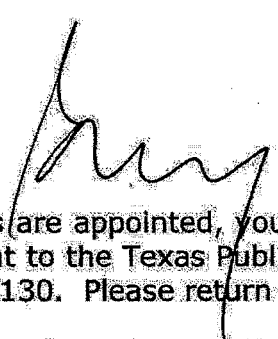
E-mail Address: gregory.jones@interstatehotels.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

- (1) Currently a Senior Vice President, Finance & Accounting for a major corporation
- (2) Former Treasurer, Board Member and Executive Committee Member of GNMAA serving as the principal business development and community advocacy organization for The Greater North Michigan Avenue and the surrounding area
- (3) BS/BA and MBA Education
- (4) Experience serving on the boards of HOA's
- (5) Former local law enforcement and federal law enforcement experience

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

Signature: 

Date:

9/7/16

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu
3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Donna Kauffman

Address: 1208 John McCain Rd

Home phone: 817-312-9743

Work phone: 817-488-4124

E-mail Address: donna@lndscpng.com

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

Served the City of Colleyville in the 1990's for several years on the Environmental Board. Knowledge of water usage, thru practicing horticulture as a profession for 30+ years. Live and work in Colleyville and monitor water usage, as well as educate for water conservation.

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

Signature: Donna Kauffman

Date: 9/14/2016

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

1. Water and Wastewater Rate Advisory Committee ☒

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

2. Colleyville Economic Development Corporation ☒

3. Parks and Recreation Advisory Board ☒

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Cliff LeBlanc

Address: 6013 Volterra Court, Colleyville, TX 76034

Home phone: 817-800-6383

Work phone: 972-603-3493

E-mail Address: cliff@leblanc.net

- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
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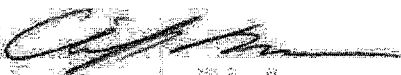
Knowledge, experience, or education applicable to Board, Commission, or Committee function:

I have a BS & MS in Electrical Engineering and an MBA in Corporate Finance and Strategic Leadership. I am a Program Manager for Lockheed Martin and work a major defense program that crosses over major political, technical, and financial issues.

I have a wife and two young daughters (4 and 4 months). My family moved to Colleyville this year and expect to live here for at least 20 years. I have an interest in the city government and would like to help where I can.

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

Interests include Playing Golf, Music, Sports, and travel.

Signature: 

Date: 14 Sept 2016

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

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

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

1. Water and Wastewater Rate Advisory Committee ☐

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☒ Ms. ☐ Mrs. ☐ Mr. Susan Mathisen

Address: 317 Chestnut Bend, Colleyville, TX 76034

Home phone:

Work phone: 817-983-1620

E-mail Address: smathisen CPA@gmail.com

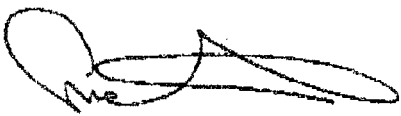
- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to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

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

Certified Public Accountant, active TX license, 25 years in practice
Bachelor of Science in Management, Tulane University, 1989
G.C.I.S.D. Lead 2021, Stakeholder's Economic Action Team (S.E.A.T) Committee, Subcommittee Chair

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

Colleyville Chamber of Commerce, member; Colleyville Executive Organization, member;
Colleyville Baseball Association, audit committee member, former board member;
GHS Athletic Booster Club; GHS 10th Man Booster Club

Signature: 

Date: 9/12/16

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

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

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



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

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Dee McNosky

Address: 5108 Pleasant Run Road, Colleyville, Texas 76034

Home phone: 817-320-4060 cell

Work phone: 817-320-4060

E-mail Address: dtmcnosky@aol.com

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

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

I have served on various church, city and work committees and boards. That is how I can serve my community. I am ready to serve on this Water/waste committee if my services can be useful.

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

Signature: *Dee McNosky*

Date: 9/9/2016

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

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

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



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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Joe Moore

Address: 133 Acuff Lane

Home phone: 817.577.2050

Work phone: 817.999.4108

E-mail Address: joe.d.moore@tx.rr.com

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

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

With 36 years in municipal government employment, I understand water rates, usage, and citizens concerns. In my time with municipalities, I worked with water departments, installed irrigation systems, reviewed water system designs for projects and have a firm understanding of water quality, conservation and municipal demands.

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

Signature: *Joe Moore*

Date: 9/10/16

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

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

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



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

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Colleyville Economic Development Corporation
3. Historical Preservation Committee

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Ryan Moore

Address: 5705 Bent Tree Ct, Colleyville, Texas 76034

Home phone: 214-507-4896

Work phone: 214-507-4896

E-mail Address: moore.ryan@ymail.com

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

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

I have worked for 13 years in the water and sewer industry. I am currently a regional sales manager for Ferguson Waterworks whom is a national player in multiple phases of the construction industry. I personally focus on the water and sewer market in north Texas.

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

Signature: *Ryan C. Moore*

Date: 9/8/16

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

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

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



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

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

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

1. ~~Click here for drop down menu~~ *Water Utility rate adjustment*

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

2. Click here for drop down menu

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Jeff Pistor

Address: 7200 Holl Ln, Colleyville, TX 76034

Home phone: 817-424-0056

Work phone: 817-800-0004

E-mail Address: jgpistor@verizon.net

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

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

Interested citizen. Engineering and business background.

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

Signature: *Jeff Pistor*

Date: *9/14/16*

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

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

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



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

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

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

1. Water and Wastewater Rate Advisory Committee

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

2. Click here for drop down menu
3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Tim Raine

Address: 3508 Fox Meadows Dr., Colleyville, TX 76034

Home phone: 817-360-6119

Work phone: 817-421-8100

E-mail Address: timraine25@gmail.com

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

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

Extensive background in financial matters from the executive level with FDIC, private financial institutions (Team Bank/ FAMCO II), past service as a member of the Board of Trustees for GCISD (one year as President) and small business owner for over 23 years. Determining cost factors for various processes and services have been a regular part of my positions and oversight responsibilities.

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

Signature: *Tim M. Raine*

Date: 9/12/16

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

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

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



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

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

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

1. Click here for drop down menu

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

2. Water and Wastewater Rate Advisory Committee



3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Samuel van Bever

Address: 4105 Crest Court, Colleyville, TX 76034

Home phone: 817-427-4105

Work phone: 214-403-1445

E-mail Address: slviii@yahoo.com

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

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

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

Signature:

Date: 9-7-06

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

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



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

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

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

1. Water and Wastewater Rate Advisory Committee 

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

2. Water and Wastewater Rate Advisory Committee 

3. Click here for drop down menu

Name: ☒ Ms. ☐ Mrs. ☐ Mr. Steve Waltens

Address: 716 Duns Tew Path

Home phone: 501 773 4478

Work phone: 501 773 4478

E-mail Address: steve.waltens@gmail.com

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

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

I have a degree in Industrial Engineering and over 30 years of varied national and international business experience and understand fiscal responsibility and what it means to set and operate within a real budget. I also am a passionate believer in government treating taxpayer funds as a precious thing that should be only collected for prudent and necessary spending to provide quality services.

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

Signature: *Steve Waltens*

Date: 9/9/16

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

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

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

Water and Wastewater Rate Advisory Committee Calendar of Events	
DATE	ACTION
September 20, 2016	City Council appointments
September 29, 2016	First Committee meeting <i>Objective: Education and background information</i> Actions/agenda: • Introductions/ice breaker • Rates 101 Presentation (Chris Ekrut)- Basics of rates, rate components (base rate vs. volumetric rate), and general philosophy behind different approaches to rate setting • Water/Wastewater Service 101 Presentation (Jeremy Hutt)- Explanation of water and wastewater service, from source to tap to treatment; include visual aids such as meters if possible; which entities are responsible for what (TRWD, TRA, City) • Colleyville's Costs Presentation (Chris Ekrut)- Similar to the presentation to City Council on August 16, 2016, to provide an understanding of what costs must be recovered
October 6, 2016	Second Committee meeting <i>Objective: Consider options and impacts</i> Actions/agenda: • Presentation and discussion of rate design options for how to recover the City's costs through different combinations of rate components • Presentation and discussion of customer impact of different rate design options
October 13, 2016	Third Committee meeting <i>Objective: Determine recommendation</i> Actions/agenda: • Presentation and discussion of any follow up information requested • Discussion of what the committee would like to recommend to the City Council
October 18, 2016	Committee submits report with recommendations to City Council
November 1, 2016	First Reading and Public Hearing
November 15, 2016	Second Reading and Public Hearing

RESOLUTION R-16-4038

A RESOLUTION OF THE CITY OF COLLEYVILLE, TEXAS APPOINTING MEMBERS TO THE WATER AND WASTEWATER RATE ADVISORY COMMITTEE, AND ESTABLISHING A DATE FOR THE FINAL REPORT SUBMITTAL

WHEREAS, action was taken by the City Council to provide an immediate water rate relief by adopting a temporary flat volumetric rate of \$4.36 per 1,000 gallons was initiated; and

WHEREAS, City staff further engaged NewGen Strategies & Solutions to conduct a full analysis of the City's water and wastewater rates to provide options for permanent rates; and

WHEREAS, the City Council established the Water and Wastewater Rate Advisory Committee to review water and wastewater rates as provided in the analysis performed by NewGen Strategies & Solutions.

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

Sec. 1. THAT the following citizens are appointed to the Water and Wastewater Rate Advisory Committee:

-
-
-
-
-
-
-
-
-
-

Sec. 2. THAT _____ is appointed as Chair, and _____ is appointed as Vice Chair.

- Sec. 3. THAT the city manager shall provide administrative support services to the Water and Wastewater Rate Advisory Committee.
- Sec. 4. THAT the Committee shall use its best efforts to issue a final report to the City Council by November 1, 2016.
- Sec. 5. Upon issuance of the final report, the work of the Committee will be completed, and the terms of the Committee members will be concluded.
- Sec. 6. THAT the Water and Wastewater Rate Advisory Committee's responsibilities may include:
- a. Review the cost of service study or analysis.
 - b. Review rate options that will recover the cost of service (operations, maintenance, and new infrastructure required).
 - c. Make recommendations to the City Council.
 - d. Help to communicate and educate the community about water and wastewater rates.
- Sec. 7. THAT this resolution shall take effect immediately upon passage.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 09/20/2016

Number Resolution R-16-4032

Type Resolution

Department City Secretary

Title

Consideration of filling the Place 1 position on the Zoning Board of Adjustment, with Alternate 1, and filling the Alternate 1 position with the Alternate 2

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Update

At the September 6, 2016 City Council meeting, City Council tabled the discussion of this resolution until after the September 8, 2016, City Council worksession to review all boards, commissions, and committees.

Reading and Public Hearing

Judson Orlando, whose term expires September 2016, resigned from the Zoning Board of Adjustment, Place 1, August 25, 2016.

The Zoning Board of Adjustment Rules of Procedure state, "if a regular member vacancy occurs, the senior alternate will fill this position, and the City Council will appoint another alternate".

At the direction of Mayor Newton, board, commission, and committee members whose terms expire in September 2016, were notified the City Council wishes to conduct a future worksession to discuss the boards, commissions, and committees. Members were asked to continue their service until such time as City Council directed staff to move forward.

This item provides for City Council to appoint Dee Kamerman, Alternate 1, to the unexpired September 2016 term of Place 1, resigned by Judson Orlando, to appoint Richard Vallario, Alternate 2, to the position of Alternate 1, with a term expiring September 2016, and to consider an appointment to the Alternate 2 position which has a term expiring September 2016, or leave the Alternate 2 position vacant until such time as City Council directs staff to move forward with the board, commission, and committee process.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Zoning Board of Adjustment Rules of Procedure Excerpt
2. Zoning Board of Adjustment roster
3. Resolution R-16-4032

Zoning Board of Adjustment Rules of Procedure Excerpt

ZONING BOARD OF ADJUSTMENT RULES OF PROCEDURE

I. ORGANIZATION AND OFFICERS

101. Organization

A Board of Adjustment is hereby established which shall consist of five members and two alternates to be appointed by the City Council. The term of office of said members and alternates shall be two (2) years. All vacancies occurring on the Board of Adjustment shall be filled by appointment of the City Council. Members and alternates of the Board of Adjustment may be removed from office by the City Council for cause upon receipt of written charges and after public hearing. Vacancies shall be filled by appointment of the City Council for the unexpired term of the member or alternate affected. If a regular member vacancy occurs, the senior alternate will fill his position and the City Council will appoint another alternate.

102. Officers

A Chairman and Vice-Chairman shall be elected from among the Board's membership at the annual meeting of the Board and at such other times as an officer position may become vacant. The city's chief executive officer shall designate his representative to serve the Board as Executive Secretary.

103. Duties

- A. The Chairman, or in his absence the Vice-Chairman, shall preside at all meetings and shall decide all points of order or procedure.
- B. The Executive Secretary shall be custodian of the minutes and other official records, shall attend to the correspondence of the Board, and shall cause to be given such notices as are required and in the manner prescribed by law.

104. Rules of Order

Roberts Rules of Order, latest revision, are hereby adopted and said rules shall govern the procedures of the Board unless otherwise provided for by statute, ordinance or these rules.

II. MEETINGS

201. Quorum

A quorum shall consist of four members. If a regular member is absent, the senior alternate will fill the position. If two regular members are absent, the

ZONING BOARD OF ADJUSTMENT

PLACE 1

Vacant due to Resignation

TERM: Sep 2014 - Sep 2016

PLACE 2

Jason Elms

801 Shelton

Colleyville, TX 76034

W: (214) 420-8494

H: (817) 808-7275

Jelms@pape-dawson.com

TERM: Sep 2014 - Sep 2016

PLACE 3 - VICE CHAIR

Wayne Maynard

3004 Edgewood Lane

Colleyville, TX 76034

W: (864) 238-3995

H: (817) 369-4290

southeastqualitycoins@gmail.com

TERM: Sep 2014 - Sep 2016

PLACE 4 - CHAIR

Dee McNosky

5108 Pleasant Run Road

Colleyville, TX 76034

H: (817) 320-4060

dtmcnosky@aol.com

TERM: Sep 2015 - Sep 2017

PLACE 5

Raymond Allee

5907 Highland Hills

Colleyville, TX 76034

H: (817) 329-0186

rayallee@aol.com

TERM: Sep 2015 - Sep 2017

ALTERNATE 1

Dee Kamerman

1521 Tennison Parkway

Colleyville, TX 76034

H: (817) 416-2277

deekamerman@hotmail.com

TERM: Sep 2014 - Sep 2016

ALTERNATE 2

Richard Vallario

201 Mill Wood Court

Colleyville, TX 76034

W: (817) 988-4063

H: (817) 605-8008

ricsharval@aol.com

TERM: Feb 2014 - Sep 2016

RESOLUTION R-16-4032

**A RESOLUTION APPOINTING THE ZONING BOARD OF
ADJUSTMENT, ALTERNATE 1, TO FILL THE POSITION OF PLACE 1,
VACATED BY RESIGNATION, AND FILLING THE ALTERNATE 1
POSITION WITH ALTERNATE 2, LEAVING THE ALTERNATE 2
POSITION VACANT**

WHEREAS, a member of the Zoning Board of Adjustment, whose term expires September 2016 resigned; and

WHEREAS, the Zoning Board of Adjustment Rules of Procedure state, *If a regular member vacancy occurs, the senior alternate will fill this position and the City Council will appoint another alternate.*

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

- Sec. 1. THAT the Colleyville City Council hereby appoints Dee Kamerman to the Zoning Board of Adjustment, Place 1, to an unexpired term of September 2016.
- Sec. 2. THAT Richard Vallario is appointed to the Zoning Board of Adjustment, Alternate 1, to an unexpired term of September 2016.
- Sec. 3. THAT the position of Zoning Board of Adjustment, Alternate 2, will remain vacant pending direction from the City Council.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON
THIS THE 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor



City of Colleyville City Council Agenda Briefing

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

Agenda Number 9

Agenda Date 09/20/2016

Type Report

Department City Secretary

Title

Planning and Zoning Commission Minutes - August 8, 2016

Zoning Board of Adjustment Minutes - August 9, 2016

Attachments

1. Planning and Zoning Commission Minutes - August 8, 2016
2. Zoning Board of Adjustment Minutes - August 9, 2016



City of Colleyville Planning and Zoning Commission Minutes

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

Monday, August 8, 2016

City Council Chambers

CALL MEETING TO ORDER

The Planning and Zoning Commission meeting of the City of Colleyville was called to order by Chairman Byerly on August 8, 2016, at 7:23 p.m.

Roll Call

Present: Commissioners Carel Tornes, David Wheelwright, Jason Elms, Jim Gotcher, Don Davis, Jeff Byerly, and David Phelps

Staff Present: Shane Pace, Ben Bryner, Rob McKeown, Araceli Botello, Caleb Tandy, Oscar Chavez, Chief Brian Riley, and Mathew Boyle (City Attorney)

1. APPROVAL OF MINUTES

Commissioner Davis made a motion to approve the July 11, 2016 minutes as written. Commissioner Tornes seconded.

The motion to approve the July 11, 2016 minutes as written carried by the following vote:

Aye: 7 – Tornes, Wheelwright, Elms, Gotcher, Davis, Phelps, and Byerly

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

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

3. PUBLIC HEARING AGENDA ITEMS

3a Consideration of a Special Use Permit for Food Packaging and Manufacturing on Lot 8R, Block 1, of the Industrial Park Addition, located at 1904 Industrial Boulevard, Case ZC16-010

Shane Pace presented the case and briefed the Commission.

The public hearing was opened at 7:28 p.m.

The applicant, Todd White, 1904 Industrial Boulevard, came forward and briefed the Commission.

There being no others present wishing to speak, the public hearing was closed at 7:39 p.m.

Commissioner Phelps made a motion to approve case ZC16-010 with the following conditions: 1) Adding the suite #103 to the draft ordinance. Commissioner Wheelwright seconded.

The motion to approve case ZC16-010 with the following conditions: 1) Adding the suite #103 to the draft ordinance, carried by the following vote:

Aye: 7- Tornes, Wheelwright, Elms, Gotcher, Davis, Phelps, and Byerly

- 3b** Consideration of a waiver to certain provisions of Section 5.9 (Minimum Tree Preservation Requirements) of the Land Development Code on Lot 4, Block 2, and Lot 3, Block 1, of the St. Andrews Addition, located at 6004 and 5812 St. Andrews Court, Case GC16-006

Shane Pace presented the case and briefed the Commission.

The public hearing was opened at 7:40 p.m.

The applicant, Dustin Austin, 700 W. Hardwood Road, came forward and briefed the Commission.

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

Chairman Byerly reopened the public hearing at 7:55pm.

The property owners, Jeff and Vicky Sanders, 1916 Fair Field Drive, Grapevine, came forward and briefed the Commission.

The property owner, Trudy Casteleiro, 2626 Hidden Ridge Drive, Arlington, came forward and briefed the Commission.

There being no others present wishing to speak, the public hearing was closed at 8:01 p.m.

Commissioner Tornes made a motion to deny case GC16-006. Commissioner Elms seconded.

The motion to deny case GC16-006, carried by the following vote:

Aye: 6- Tornes, Wheelwright, Elms, Gotcher, Davis, and Byerly

Nay: 1- Phelps

4. ADJOURNMENT

The meeting adjourned at 8:06 p.m.

The minutes were written and prepared by:



Araceli Botello

Planning Technician

The meeting minutes were approved on September 12, 2016 by a vote of 6-0.



City of Colleyville Zoning Board of Adjustment Minutes

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

Tuesday, August 9, 2016

City Council Chambers

CALL TO ORDER

The Zoning Board of Adjustment meeting of the City of Colleyville was called to order by the Board member McNosky on August 9, 2016 at 7:00 p.m.

Roll Call

Present: Board members Jason Elms, Raymond Allee, Wayne Maynard, Dee McNosky, Dee Kamerman (Alternate 1), and Richard Vallario (Alternate 2)

Absent: Judson Orlando

Staff Present: Shane Pace, Ben Bryner, and Araceli Botello

1. APPROVAL OF MINUTES

Board member Maynard made a motion to approve the July 13, 2016 minutes. Board member Kamerman seconded.

The motion to approve the July 13, 2016 minutes carried by the following vote:

Aye: 5 – Kamerman, Elms, Allee, Maynard, and McNosky

2. PUBLIC HEARING AGENDA ITEMS

2a Request for a variance to certain provisions of Section 3.24.G (Schedule of District Regulations) of the Land Development Code on Lot 1R, Block 1, of the O. Martin Subdivision, located at 5601 Montclair Drive, Case VC16-006

Shane pace presented the case and briefed the Board.

The public hearing was opened at 7:05 p.m.

The applicants, Thomas and Polly McCurry, 5110 Old Oak Lane, came forward and briefed the Board.

The architect, Roger "Skip" Blake, 1202 S. White Chapel Boulevard, Southlake, came forward and briefed the Board.

Janet Suedmeier, 2301 Mulberry Court, came forward and spoke in support of this case conditioned on the preservation of the trees on her property.

The builder, Cary Hy, 3501 Emerald Court came forward and brief the Board.

Board member Vallario questioned the applicant regarding the size of the home in square feet. Mr. Blake replied that the foot print of the home is 8,424 square feet, which includes the garage, porch, and porte-cochere. He added that the actual living foot print is 5,675 on the first level.

Board member Maynard spoke regarding the need to rezone the property to R-30 to address the noncompliant issues. He went on to question the applicant regarding the limits of construction for the proposed home and how it would impact the side yard setbacks. Mr. Blake replied that the McCurry's had not intentions of building to the side yard setback, but that future owners may decide to add an addition to the home should the McCurry's decide to sell the property. Mr. Blake went on to add that granting the variance would provide protection to the neighbors with a 15 foot setback.

Discussion continued regarding the zoning of the property.

Board member McNosky questioned staff regarding the process for the applicant to request a zoning change. Shane Pace replied that the process would consist of submitting an application for a rezoning request followed by a public hearing with the Planning and Zoning Commission and two public hearings with the City Council. He went on to explain that the process typically takes 60-90 days with a standard rezoning request and that he anticipates that this case would take approximately 60 days.

Board member McNosky questioned staff regarding potential road blocks that the applicant may encounter when applying for a rezoning request. Staff replied that he could not predict the potential road blocks, but added that staff is likely to recommended approval of a zoning request based on the consistency and compatibility with the surrounding zoning.

Discussion continued regarding the process for rezoning the property.

There being no one wishing to speak the public hearing was closed at 7:18 p.m.

Board member Maynard made a motion to deny Case VC16-006 due to failing to demonstrate a hardship as defined by the Land Development Code. Board member Kamerman seconded.

Board member Elms questioned staff regarding all of the components that go into the lot coverage on the property. Staff replied that anything under a roof, or the drip line of the homes. He went on to add that outdoor patio space that is covered goes into the lot coverage calculation.

Board member McNosky questioned staff regarding the site plan and whether it meets all other requirements with the exception of the lot coverage. Mr. Pace replied that based on the documentation provided by the applicant the plans appear to meet all other requirements for the R-40 district.

The motion to deny Case VC16-006, carried by the following vote:

Aye: 5 – Kamerman, Allee, Maynard, Elms, and McNosky.

- 2b** Request for a variance to certain provisions of Section 3.26 (Fences Free Standing Walls, and Screening Materials) of the Land Development Code on Lot 3R, Block 7, of the Woodbriar Estates West Addition, located at 211 West Greenbriar Lane, Case VC16-007

Shane pace presented the case and briefed the Board.

The public hearing was opened at 7:40 p.m.

The applicants, Patrick and Tamera Allen, 211 W. Greenbriar Lane, came forward and briefed the Board.

Board member McNosky questioned the applicant regarding the previous fence being replaced by a wrought iron fence.

Mr. Allen replied no, they have an existing wood fence in the backyard, it fences the backyard from the driveway. He added he wants a drive way gate like his neighbors, and is proposing to use the existing fence line and extending it to the corner of the house.

Board member McNosky questioned the applicant regarding staff informing applicant that the exiting fence was noncompliant. Mr. Allen replied yes, he was informed that the fence was noncompliant. Board member McNosky questioned applicant regarding staff requesting applicant to remove the entire fence. Applicant replied no, he did not believe staff is requesting the removal of the entire fence.

Staff responded that they could answer any procedural questions.

There being no one wishing to speak the public hearing was closed at 7:48 p.m.

Board member Elms questioned staff regarding the acceptable location permitted by the Land Development Code where the fence can be built, and if the location is at the 30 foot building line. Staff replied yes. Staff added that the existing fence is not required to be removed, but the fence cannot be extended as it is a non-conforming use without an approved variance.

Board member Elms questioned staff regarding whether the fence can be repaired and what percentage would be allowed. Staff replied that yes, the fence can be repaired, but the code does not prescribe a specific percentage.

Board member Maynard made a motion to approve Case VC16-007. Board member Kamerman seconded.

The motion to approved Case VC16-007, carried by the following vote:

Aye: 5 – Kamerman, Allee, Maynard, Elms, and McNosky.

3. ADJOURNMENT

The meeting adjourned at 7:50 p.m.

Minutes were written and prepared by:



Araceli Botello Planning
Technician

The meeting minutes were approved on September 13, 2016, by a vote of 5-0.



City of Colleyville City Council Agenda Briefing

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

Agenda Number

Agenda Date 09/20/2016

Number 9

Type Report

Department Finance

Title

Monthly Financial Report - August 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 slightly behind the percentage collected for August 2015. The budgeted projection of 99% has been exceeded.

For the month of August, sales tax is up 10.17% (\$35,412) from revenues reported for the same time period last year. Year to date General Fund sales tax is up 8.90% (\$226,571) when compared to the same time period last year. This is the tenth consecutive month of increased sales taxes and the highest August sales tax allocation ever received. The quarterly mixed beverage tax allocation came in at \$27,475 compared to \$27,157 last fiscal year. Year to date revenues exceed budgeted projections by 33%.

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 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%. Revenues received from Cable TV Franchise finished up ahead of budgeted projections by 17.15%.

Twenty new residential building permits were issued in August, compared to eight that were issued in August 2015. Revenues received for licenses and permits exceed current year projections by almost 51%. Although currently exceeding budgeted projections, fine revenue is down 14.7% when compared to the same time period last fiscal year. Citations have decreased in part related to a 40% drop in the number of registration violations due to the change in the State's vehicle registration law. Ambulance revenues exceed budget projections by over 21% and are ahead of last year's collections due to an increase in hospital transports. Colleyville Center revenues are ahead of budgeted projections by 24%. Cost recovery for the Center

is currently 63%. Revenues related to engineering and construction inspection fees are down compared to budgeted projections and last year due to a minimal number of new development projects so far this fiscal year.

The average amount expended by the General Fund departments at the end of August is 87.15% of the total appropriation versus 91.39%, which was projected to be spent.

Utility Fund

Year to date, water usage has increased as compared to the amount sold through August 2015. Rainfall totals for the past six months total 25.43 inches compared to 30.38 inches for the same time period last year. The average amount expended by the Utility Fund departments at the end of August was 68.71% of the total appropriation, versus 84.96%, which was projected to be spent.

Attachments

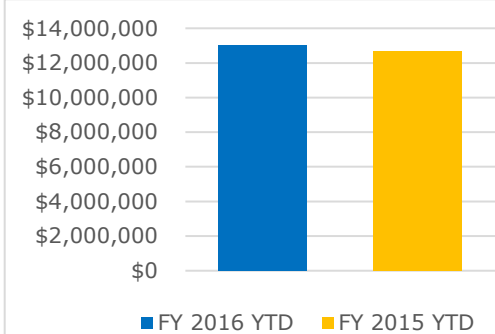
1. August 2016 Monthly Financial Report

Monthly Financial Report: August 2016

General Fund Revenues

Ad Valorem Taxes

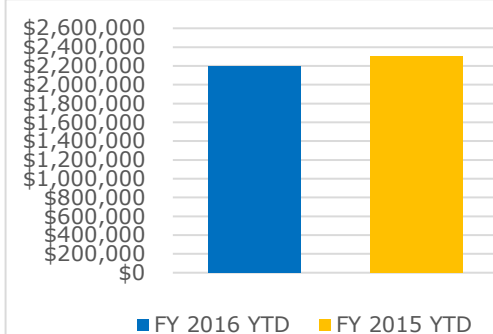
FY 2016 Budget: \$12,928,456



% Change FY/FY: 2.77%
 - Based on 2015 property values
 - Most collections in Dec., Jan., & Feb.

Franchise Fees

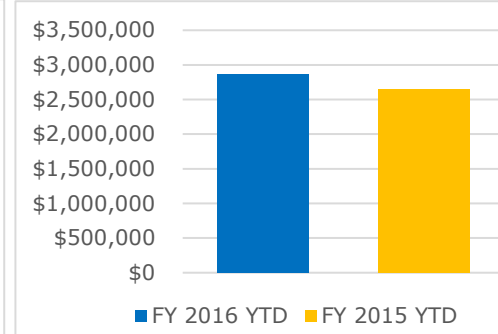
FY 2016 Budget: \$2,061,000



% Change FY/FY: -4.59%
 - Use of City ROW by utilities
 - Gas, Electricity, Telecom., Cable, Waste

Sales Taxes

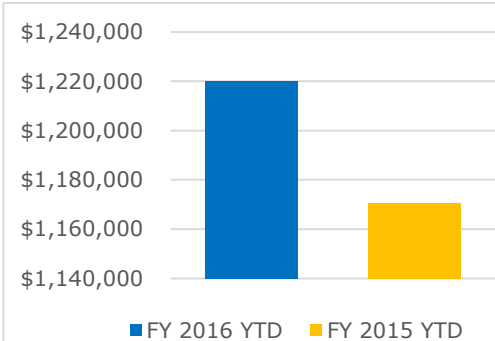
FY 2016 Budget: \$3,480,000



% Change FY/FY: 8.26%
 - Receipts are from sales 2 months prior
 - Sales tax revenues are Dec. - Nov.
 - Also includes mixed beverage tax

Licenses & Permits

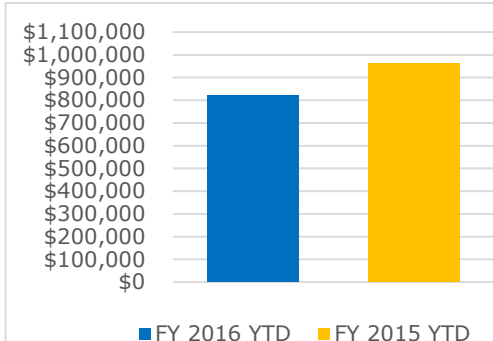
FY 2016 Budget: \$882,800



% Change FY/FY: 4.21%
 - Building, plumbing, mechanical, fence, electrical, sign, etc. permit fees

Fines

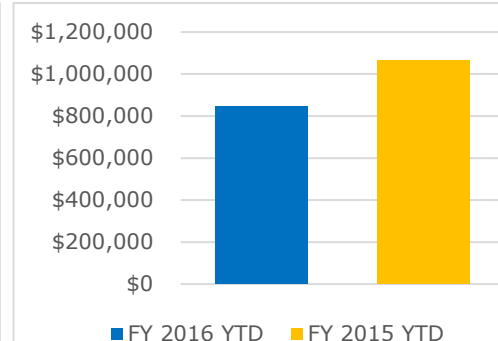
FY 2016 Budget: \$876,000



% Change FY/FY: -14.70%
 - Includes fines from citations, alarm fees, and library fines

Charges for Service

FY 2016 Budget: \$1,089,800



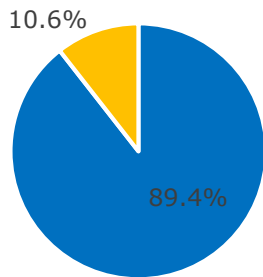
% Change FY/FY: -20.43%
 - Includes zoning, ambulance, parks/rec., engineering, & Colleyville Center charges

Monthly Financial Report: August 2016

General Fund Expenditures

Public Safety

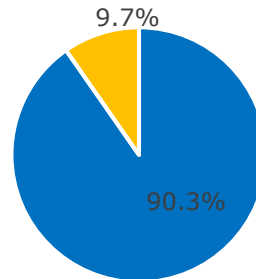
FY 2016 Budget: \$9,424,339
 % Expended: 89.4%
 % Remaining: 10.6%



■ % Expended: ■ % Remaining:

Infrastructure

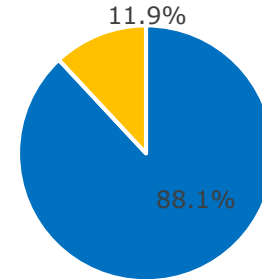
FY 2016 Budget: \$6,482,251
 % Expended: 90.3%
 % Remaining: 9.7%



■ % Expended: ■ % Remaining:

Development

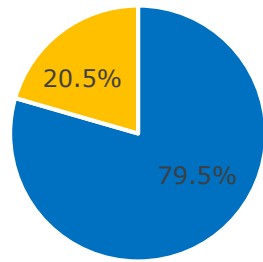
FY 2016 Budget: \$1,100,806
 % Expended: 88.1%
 % Remaining: 11.9%



■ % Expended: ■ % Remaining:

Operational Support

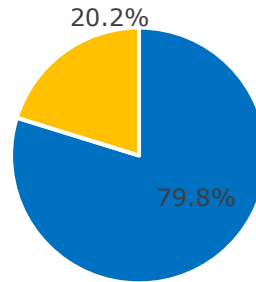
FY 2016 Budget: \$3,286,768
 % Expended: 79.5%
 % Remaining: 20.5%



■ % Expended: ■ % Remaining:

Community Assets & Programs

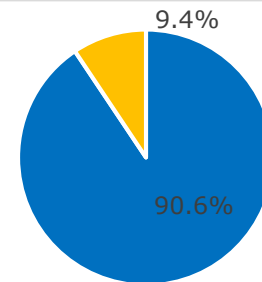
FY 2016 Budget: \$2,808,506
 % Expended: 79.8%
 % Remaining: 20.2%



■ % Expended: ■ % Remaining:

Technology

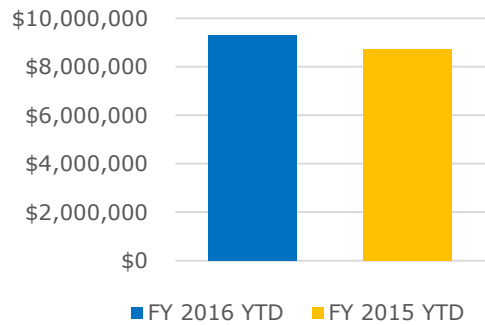
FY 2016 Budget: \$874,700
 % Expended: 90.6%
 % Remaining: 9.4%



■ % Expended: ■ % Remaining:

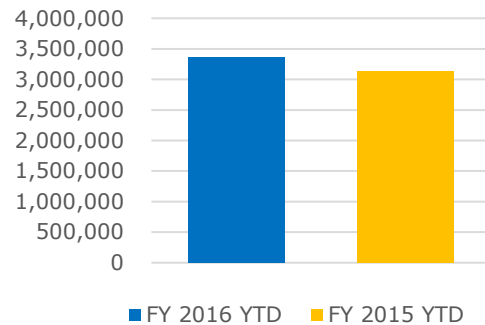
Monthly Financial Report: August 2016 Utility Fund

Water Sales



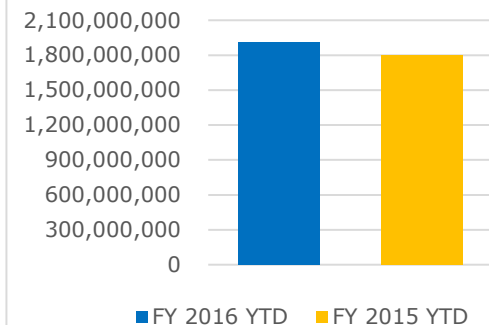
% Change FY/FY: 6.79%

Wastewater Sales



% Change FY/FY: 7.57%

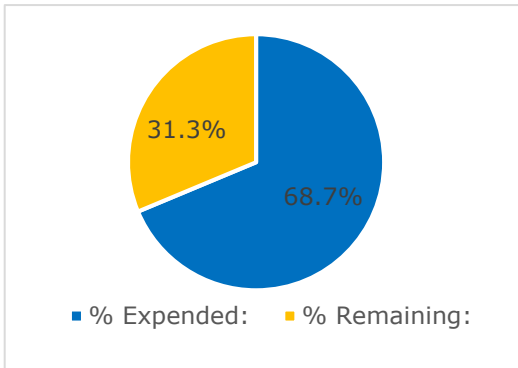
Gallons of Water Sold



% Change FY/FY: 6.16%

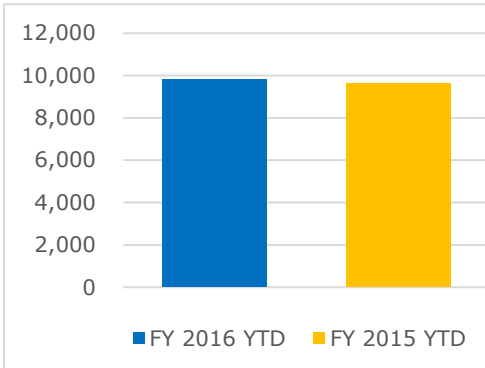
Utility Fund Expenditures

FY 2016 Budget: \$15,886,362
 % Expended: 68.7%
 % Remaining: 31.3%



Number of Water Customers

FY 2016 YTD: 9,817
 FY 2015 YTD: 9,628



% Change FY/FY: 1.96%

Notes

Rainfall totals (in inches):
 Oct 15-Aug 16 52.18
 Oct 14-Aug 15 42.31

MONTHLY FINANCIAL REPORT - AUGUST 2016

GENERAL FUND		RECEIVED	PROJECTED		RECEIVED	
	FY 2016	FY 2016 YTD	FY 2016 YTD	RECEIPT VS	FY 2015 YTD	PERCENT
REVENUE SOURCE	BUDGET	AS OF	AS OF	PROJECTED	AS OF	CHANGE OVER
		8/31/2016	8/31/2016	INCR (DECR)	8/31/2015	PRIOR YEAR
Current Taxes	\$12,823,456	\$12,923,973	\$12,823,456	0.78%	\$12,556,866	2.92%
Delinquent Taxes	50,000	24,146	24,021	0.52%	24,021	0.52%
Penalty & Interest	55,000	49,542	66,581	-25.59%	66,581	-25.59%
TOTAL AD VALOREM TAXES	\$12,928,456	\$12,997,661	\$12,914,059	0.65%	\$12,647,468	2.77%
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	66,702	70,000	-4.71%	71,354	-6.52%
Verizon/Others	65,000	59,909	59,583	0.55%	75,237	-20.37%
Refuse/Recycling	146,000	159,242	133,832	18.99%	149,623	6.43%
Cable TV	450,000	527,194	450,000	17.15%	526,995	0.04%
TOTAL FRANCHISE TAXES	\$2,061,000	\$2,197,298	\$2,043,416	7.53%	\$2,303,094	-4.59%
Sales Tax	\$3,400,000	\$2,766,425	\$2,705,035	2.27%	\$2,545,916	8.66%
Mixed Beverage Tax	80,000	106,607	80,000	33.26%	107,977	-1.27%
TOTAL SALES TAXES	\$3,480,000	\$2,873,032	\$2,785,035	3.16%	\$2,653,892	8.26%
Building	\$580,000	\$765,372	\$531,667	43.96%	\$771,362	-0.78%
Plumbing	48,000	68,795	44,000	56.35%	68,209	0.86%
Mechanical	29,000	59,645	26,583	124.37%	39,460	51.15%
Electrical	40,000	68,447	36,667	86.67%	58,234	17.54%
City License	35,000	54,849	32,083	70.96%	41,240	33.00%
Building Plan Review Fee	109,000	121,381	99,917	21.48%	137,355	-11.63%
New Business	3,500	6,411	3,208	99.82%	4,700	36.40%
Sign Permit	6,800	10,315	6,233	65.48%	8,715	18.36%
Fence Permit	9,500	19,400	8,708	122.78%	10,275	88.81%
Fire Permits	7,000	19,265	6,417	200.23%	13,205	45.89%
Irrigation Permit	15,000	26,028	13,750	89.29%	15,438	68.60%
Gas & Oil Well Permit Fee	0	75	0	100.00%	2,500	-97.00%
TOTAL LICENSES & PERMITS	\$882,800	\$1,219,982	\$809,233	50.76%	\$1,170,693	4.21%
Fines	\$800,000	\$750,738	\$733,333	2.37%	\$889,044	-15.56%
Alarm Fees	53,000	48,035	48,583	-1.13%	51,298	-6.36%
Library Fines	23,000	22,824	21,083	8.26%	22,818	0.03%
TOTAL FINES	\$876,000	\$821,597	\$803,000	2.32%	\$963,160	-14.70%

MONTHLY FINANCIAL REPORT - AUGUST 2016

REVENUE SOURCE	FY 2016 BUDGET	RECEIVED AS OF 8/31/2016	PROJECTED AS OF 8/31/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 8/31/2015	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$10,000	\$7,568	\$9,167	-17.45%	\$10,074	-24.88%
Plat Fee/Site Plan	8,200	7,205	7,517	-4.15%	9,523	-24.34%
Board of Adjustment	1,250	2,825	1,146	146.55%	2,450	15.31%
Sale of Material	100	418	92	356.52%	70	497.83%
Weed Mowing	6,500	11,356	5,958	90.58%	5,246	116.47%
Ambulance	300,000	334,764	275,000	21.73%	298,440	12.17%
Recreation Program	160,000	189,699	146,667	29.34%	170,440	11.30%
Non-Resident Fee Parks	37,000	43,800	37,000	18.38%	42,815	2.30%
Field Use Charge	21,500	21,510	21,500	0.05%	25,260	-14.85%
Engineering & Inspection	175,000	4,908	160,417	-96.94%	261,421	-98.12%
Material Testing	100,000	7,734	91,667	-91.56%	0	100.00%
Colleyville Center Rental	257,250	192,905	154,895	24.54%	215,652	-10.55%
Lot Drainage Insp Fee	13,000	21,375	11,917	79.37%	21,875	-2.29%
TOTAL CHARGES FOR SERVICE	\$1,089,800	\$846,066	\$922,941	-8.33%	\$1,063,265	-20.43%
SRO Officer Reimb	\$94,282	\$94,282	\$94,282	0.00%	\$94,282	0.00%
Keller Court	217,697	185,767	163,273	13.78%	173,557	7.04%
TOTAL INTERGOVERNMENTAL	\$311,979	\$280,049	\$257,555	0.00%	\$267,839	0.00%
Sale of Surplus Property	\$5,000	\$23,339	\$4,583	409.21%	\$3,798	514.58%
Interest Income	25,000	30,690	22,917	33.92%	29,108	5.43%
Miscellaneous	55,000	94,162	50,417	86.77%	81,008	16.24%
Use of Available Cash	1,000,000	0	0	0.00%	0	0.00%
Antenna Lease	70,040	90,794	90,794	0.00%	68,288	32.96%
TOTAL MISCELLANEOUS	\$1,155,040	\$238,984	\$168,710	41.65%	\$182,203	31.16%
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	\$21,474,669	\$20,703,949	3.72%	\$21,251,615	1.05%

MONTHLY FINANCIAL REPORT - AUGUST 2016

	FY 2016 BUDGET	THROUGH 8/31/2016	THROUGH 8/31/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.0%	99.45%	99.48%	-0.03%	-0.03%
RESIDENTIAL BLDG PERMITS	125	165	170	(5)	-2.94%
COMMERCIAL BLDG PERMITS	5	7	10	(3)	-30.00%
CITATIONS ISSUED	11,500	8,153	9,996	(1,843)	-18.44%

GENERAL FUND EXPENSES

	FY 2016 BUDGET	EXPENDED THROUGH 8/31/2016	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	\$189,746	\$136,998	\$173,934	72.20%	\$52,748
City Manager	603,241	549,040	552,971	91.02%	54,201
City Secretary	215,281	187,364	197,341	87.03%	27,918
Finance	415,341	397,682	399,729	95.75%	17,659
Legal	200,000	178,134	183,333	89.07%	21,866
Engineering	574,462	460,332	526,590	80.13%	114,130
Economic Development	303,166	265,066	277,902	87.43%	38,100
Building Inspection	464,400	401,235	425,700	86.40%	63,165
Community Development	333,240	303,038	305,470	90.94%	30,202
Fire	4,440,164	4,066,254	4,070,150	91.58%	373,910
Police	4,592,988	4,047,265	4,210,239	88.12%	545,723
Parks	1,299,413	1,021,454	1,191,129	78.61%	277,959
Recreation	380,668	277,402	348,946	72.87%	103,266
Street Maintenance	4,694,578	4,353,506	4,358,363	92.73%	341,072
Library	737,263	638,859	675,824	86.65%	98,404
Communications	212,244	169,469	194,557	79.85%	42,775
Colleyville Center	391,162	302,764	358,565	77.40%	88,398
Human Resources	304,339	275,518	278,977	90.53%	28,821
Municipal Court	391,187	315,106	358,588	80.55%	76,081
Fleet Services	229,302	200,512	210,194	87.44%	28,790
Facility Services	531,909	387,851	487,583	72.92%	144,058
Information Services	874,700	792,640	801,808	90.62%	82,060
Non Departmental	953,559	717,770	874,096	75.27%	235,789
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	\$20,897,260	\$21,913,990	87.15%	\$3,080,110

MONTHLY FINANCIAL REPORT - AUGUST 2016

UTILITY FUND						
REVENUE SOURCE	FY 2016 BUDGET	RECEIVED AS OF 8/31/2016	PROJECTED AS OF 8/31/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 8/31/2015	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$11,467,441	\$9,318,142	\$9,773,144	-4.66%	\$8,726,033	6.79%
Sewer Sales	4,050,786	3,366,646	3,713,221	-9.33%	3,129,748	7.57%
Sewer Installation	7,000	16,700	6,417	160.26%	17,300	-3.47%
Water Installation	21,000	49,780	19,250	158.60%	44,441	12.01%
Sewer Tie-on Charges	5,000	0	0	0.00%	0	0.00%
Engineering Charges	50,000	2,155	2,155	0.00%	107,964	-98.00%
Penalties	228,772	236,995	209,708	13.01%	166,885	42.01%
Miscellaneous	13,000	23,212	11,917	94.79%	19,862	16.87%
TOTAL OPERATING INCOME	\$15,842,999	\$13,013,631	\$13,735,810	-5.26%	\$12,212,233	6.56%
Interest Income	\$20,300	\$37,970	18,608	104.05%	\$28,339	33.98%
Use of Available Cash	450,000	0	0	0.00%	0	0.00%
TOTAL NON-OPERATING INCOME	\$470,300	\$37,970	\$18,608	100.00%	\$28,339	33.98%
TOTAL INCOME	\$16,313,299	\$13,051,600	\$13,754,419	-5.11%	\$12,240,572	6.63%

	THROUGH 8/31/2016	THROUGH 8/31/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	1,914,147,600	1,803,119,800	111,027,800	6.16%
NUMBER OF WATER CUSTOMERS	9,817	9,628	189	1.96%

UTILITY FUND EXPENSES					
	FY 2016 BUDGET	EXPENDED THROUGH 8/31/2016	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	\$382,103	\$323,385	\$350,261	84.63%	\$58,718
Operations	12,402,286	8,999,818	11,368,762	72.57%	3,402,468
Utility Support	1,176,062	973,472	1,078,057	82.77%	202,590
Non-Departmental	320,803	211,546	294,069	65.94%	109,257
Debt Service	365,325	362,225	362,225	99.15%	3,100
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	\$10,914,732	\$13,497,660	68.71%	\$4,971,630

RESOLUTION R-16-4039

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
SEPTEMBER 20, 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 20TH DAY OF SEPTEMBER 2016.

Mayor Richard Newton	_____	Mayor Pro Tem Chris Putnam	_____
Place 1, Tammy Nakamura	_____	Place 5, Nancy Coplen	_____
Place 2, Bobby Lindamood	_____	Place 6, Mike Taylor	_____
Place 4, Jody Short	_____		

ATTEST:

CITY OF COLLEYVILLE

Amy Shelley, TRMC
City Secretary

Richard Newton
Mayor