



City of Colleyville City Council Agenda

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

Tuesday, December 20, 2016

**1ST WORKSESSION
COUNCIL CHAMBERS - E-VOTING TRAINING
THIRD FLOOR**

4:30 P.M.

**2ND WORKSESSION
EXECUTIVE CONFERENCE ROOM
THIRD FLOOR**

5:00 P.M.

**EXECUTIVE SESSION
6:30 P.M.**

CALL TO ORDER

- WS-1** Discussion of Temporary Business Signs - State Highway 26
- WS-2** Discussion and update on the Pleasant Run Road Project
- WS-3** Demonstration of OpenGov, the City's financial transparency portal
- WS-4** Discussion of the December 20, 2016, City Council regular agenda items

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

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

Section 551.071 – Legal – Consultation with City Attorney regarding contemplated litigation concerning an unauthorized accessory structure existing on the property generally described as 4801 Colleyville Boulevard

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

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

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

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

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

RESUME REGULAR MEETING

7:30 P.M.

CITY COUNCIL CHAMBERS

INVOCATION: Reverend Cameron Veazey, Colleyville Assembly of God

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-16-4070

3. ANNOUNCEMENTS, PROCLAMATIONS, AND PRESENTATIONS

Announcements of civic and charitable events

Presentation of calendar events and updates

Announcements of awards and recognition

In recognition of Colleyville's Featured Business of the Month - Next Wood Fired Bistro, 5003 Colleyville Boulevard, Chef and Owner Ying Aikens - Mayor Richard Newton and Executive Director of Economic Development and Communications Mark Wood

4. CONSENT: READING AND PUBLIC HEARING- Resolution R-16-4071

- 4a** Approval of the minutes of the regular City Council meeting of December 6, 2016

5. ORDINANCE(S): SECOND READING AND PUBLIC HEARING**5a Ordinance O-16-1999**

Consideration of a Special Use Permit for an accessory building larger than permitted on Lot 9, Block 2, of the Briarwood-Colleyville Addition, located at 6001 Quality Hill Road, Case ZC16-013

5b Ordinance O-16-2000

Consideration of a Special Use Permit for an accessory building larger than permitted on Lot 3, Block 2, of the Jewell Estates Addition, located at 6603 Diamond Court, Case ZC16-018

5c Ordinance O-16-2001

Consideration of a zoning change from the AG-Agricultural district to the CN-Neighborhood Commercial district on Abstract 206, Tract 3A, in the BBB & C RY SURVEY located at 5300 Pleasant Run Road, Case ZC16-019

6. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**6a Ordinance O-16-2002**

Approval of an ordinance repealing Ordinance O-02-1322 and Ordinance O-13-1896 and amending the Financial Disclosure and Business Conflict of Interest Forms

7. TABLED: RESOLUTION(S)**7a Resolution R-16-4068**

Appointing members to the Classification and Compensation Study Committee

8. RESOLUTION(S): READING AND PUBLIC HEARING**8a Resolution R-16-4072**

Consideration of appointments to the Architectural Review Commission

8b Resolution R-16-4073

Consideration of appointments to the Colleyville Center Advisory Committee

8c Resolution R-16-4074

Consideration of appointments to the Parks and Recreation Advisory Board

8d Resolution R-16-4075

Consideration of appointments to the Tax Increment Finance District Board

8e Resolution R-16-4076

Consideration of an appointment to the Zoning Board of Adjustment

8f Resolution R-16-4077

Approval of changing the dates of the July 4 and October 3, 2017 regular City Council meetings

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

Historical Preservation Committee Meeting Minutes - September 15, 2016
Planning and Zoning Commission Minutes - November 14, 2016
Monthly Financial Report - November 2016

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR DECEMBER 20, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-4078**12. ADJOURNMENT**

I hereby certify this agenda was posted on City Hall bulletin boards Friday, December 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.

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City of Colleyville City Council Agenda Briefing

City Hall
100 Main Street
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Agenda Number WS-1
Type Worksession
Department City Manager

Agenda Date 12/20/2016

Title

Discussion of Temporary Business Signs - State Highway 26

Strategy Map Connection

C2- Deliver high quality and unique customer service

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

Explanation

This item was previously discussed at the City Council Worksession on October 3, 2016. Per City Council direction no amendments were made to the sign ordinance, as there was discussion on waiting until construction was imminent before amending the Land Development Code. Additionally, it was suggested that a gradual transition of the sign regulations could help to avoid unintended negative consequences related to modifying the regulations.

Per the request of Councilmember Lindamood, this item is being revisited as a business owner along the corridor, has made an inquiry related to temporary signage.

The purpose of a temporary business sign is to provide advertising for specific periods of time, to identify the name of a business, profession, service, product, or activity conducted, sold, or offered on the premises where the sign is located. Modifying temporary sign regulations to provide businesses with additional marketing options during major construction projects is a best practice. In some cases, cities simply relax the enforcement of sign regulations during construction projects, but this can lead to non-equitable treatment and other issues when regulations are enforced post-construction.

To ensure uniform application, safety, and aesthetic standards, staff has reviewed Chapter 7 – Sign Regulations in the Land Development Code and is seeking City Council input on taking action to temporarily modify the sign regulations for businesses within the State Highway 26 – Phase 2 project limits, approximately John McCain Road to Brown Trail. The proposed modifications are based on the goal of providing businesses with additional means for effectively marketing their operations throughout construction. Staff worked directly with the property management company responsible for one of the City's largest retail shopping centers to ensure the proposed modifications are consistent with its anticipated needs.

The proposed recommendations will not change the sign regulations contained in Chapter 7 of the Land Development Code, but would offer a few exemptions from the Code along with establishing an amendment and additional regulations.

Summary of Current Regulations

Per attached Section 7-190.K - Temporary Business Signs, there are three types of temporary business signs:

1. Flexible Banner Signs
2. A-Frame Signs
3. Stake Signs

Businesses with a valid certificate of occupancy are able to place one (1) of these types of signs on their premises for display, so long as they are in a zoning district that allows temporary business signs. The signs may not be illuminated and the permit is valid for thirty (30) consecutive days, which must be followed by a thirty (30) day non-display period. No more than three temporary business sign permits shall be issued per calendar year, per business occupancy. The fee for a temporary business sign is \$50.

Temporary Business Signs are also subject to the conditions in attached Section 7-130 - General Conditions Applicable to All Signs

Summary of Proposed Recommendations

The following recommendations are for temporary signs placed on the premises of businesses with frontage and/or direct access to State Highway 26 within the State Highway 26 – Phase 2 project limits:

Exemptions

1. Section 7-130.L – No sign shall be constructed within the limits of a parking area that results in a reduction of required parking spaces.

Amendments

1. Permit Requirements: The following regulation shall be established in lieu of the standards in Section 7-190.K.1.c:
 - a. A temporary sign permit shall be valid for a period of one (1) calendar year. There is no non-display period under this Ordinance.

Additional Regulations

1. Stake signs may be installed using a perpendicular cross support at ground level to support the sign.
2. Temporary signs shall not block vehicular visibility.

3. All other standards applicable to temporary business signs in Chapter 7 – Sign Regulations shall apply.

Conclusion

The proposed recommendations do not include the addition of any sign types or make modifications to the existing types. The proposed recommendations are to extend the display period for temporary signs, allow businesses to place stake signs in required parking spaces, and allow stake signs to be supported using a base in lieu of embedding them into the ground.

Staff believes the above mentioned temporary modifications would allow businesses to market more effectively, while maintaining a high level of aesthetic standards throughout the reconstruction of State Highway 26.

Attachments

1. October 3, 2016 Temporary Business Sign Presentation
2. Land Development Code - Section 7-190.K
3. Land Development Code - Section 7-130

Discussion of Temporary Business Signs - State Highway 26

City Council Worksession
October 3, 2016

Overview and Purpose

The purpose of a temporary business sign is to provide advertising for specific periods of time to identify the name of a business, profession, service, product or activity conducted, sold or offered on the premises where the sign is located.

Section 7-190(K)

Staff is seeking City Council direction on a proposed Ordinance to allow for an exemption to the Chapter 7 – *Sign Regulations* in the Land Development Code.

Serve approximately 350 businesses within the State Highway 26 – Phase 2 project limits



Business Driveway Signs

Deployment Strategy

**BUSINESS
DRIVEWAY**



1. Use to indicate driveways in which traffic has to traverse the construction zone to access
2. Use to indicate driveways that are heavily obscured by prolonged construction activity



Current/Proposed

Section 7-130 – General Conditions Applicable to All Signs

L. Loss of Required Parking – No sign shall be constructed within the limits of a parking area that results in a reduction in the number of required parking spaces.

- ***Proposed exemption from this section***



Current/Proposed

Section 190(K) - Temporary Business Signs

1. Requirements: Temporary business signs shall conform to the following additional regulations:

- a. *Maximum number:* One per business occupancy holding a valid certificate of occupancy.
- b. *Illumination:* None allowed.
- c. *Permit Requirements:* A temporary business sign permit shall not be valid for more than 30 consecutive days and there shall be a thirty (30) day non-display period between permits. No more than three temporary business sign permits shall be issued per calendar year per business occupancy.
 - **Proposed Amendment:** A temporary sign permit shall be valid for a period of one (1) calendar year. There is no non-display period under this Ordinance.
- d. *Permit Fee:* A permit fee shall be charged for a temporary business sign. The permit fee shall be established by City Council. (fee is currently \$50)
- e. *District Allowed:* Temporary business signs shall be allowed in zoning districts in accordance with Table 7-4.

1. Flexible Banner Signs

No changes proposed

Regulations

Section 7-190(K)(2)(a)

- Must be secured to the face of a building, but the lower edge may hang lower than the building over a covered walkway, provided that the banner is firmly secured to the columns supporting the building
- Maximum size fifty (50) square feet and six (6) feet in height



2. A-Frame Signs

No changes proposed

Regulations Section 7-190(K)(2)(b)

- Only displayed during business hours
- Only allowed on private property, but may be placed on a public sidewalk, provided that a width of four (4) feet remains free from intrusion

Maximum heights and areas of A-Frame Signs		
	Max. Area	Max. Height
Located on a sidewalk	8 s. f.	4 feet
Located in a yard	24 s. f.	6 feet

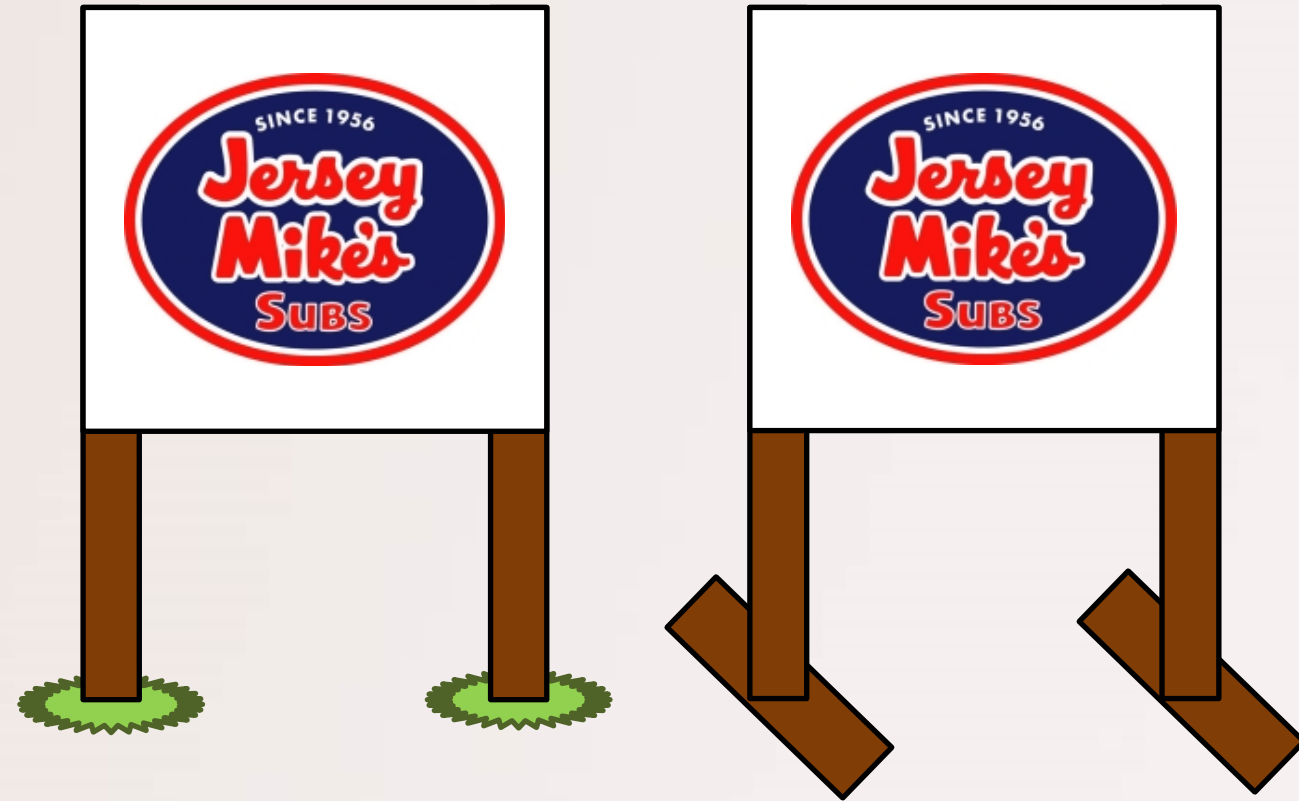


3. Stake Signs

Regulations

Section 7-190(K)(2)(c)

- A stake sign shall not exceed sixteen (16) square feet, nor exceed six (6) feet in height
- ***Proposed regulation:*** Stake signs may be installed using a perpendicular cross support at ground level to support the sign



Questions and Discussion

Land Development Code - Section 7-190.K

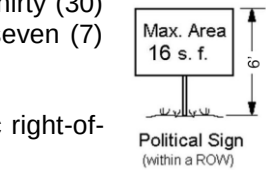
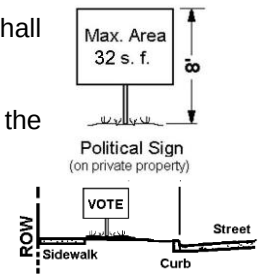
Colleyville, Texas, Land Development Code

2. **Political Signs on Private Property** – A political sign situated on private property shall not exceed thirty-two (32) square feet, nor exceed eight (8) feet in height.

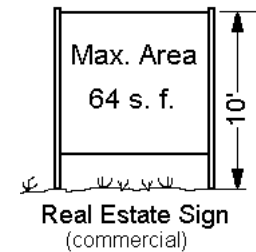
3. **Political Signs within a public right-of-way** – A political sign may be placed within the public right-of-way, provided no portion of the sign shall be closer than three (3) feet from the edge of the street pavement and further provided no part of the sign extends over any sidewalk. A political sign situated within a public right-of-way shall not exceed sixteen (16) square feet in area nor exceed six (6) feet in height.

- a. A political sign shall not be erected within a public right-of-way more than thirty (30) days prior to the date of the official election and shall be removed within seven (7) days after said election.
- b. A political sign shall not be placed on any private property, or within public right-of-way adjacent to private property without the private property owner approval.
- c. A political sign shall not be placed within a roadway median or block vehicular visibility.

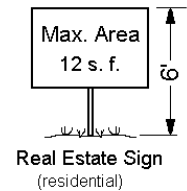
4. No permit or fee shall be required for a political sign.



I. **Real Estate Signs (Commercial)** – The purpose of a commercial real estate sign is to advertise the sale, rental or lease of the premises on which said sign is located. A commercial real estate sign shall be allowed in accordance with Table 7-4. A commercial real estate sign shall not be illuminated. The maximum area and height of a commercial real estate sign shall conform to the requirements contained in Table 7-5. Commercial real estate signs shall be removed within seven (7) days following the completion of the sale, rental or lease of the premises. No permit or permit fee shall be required for a commercial real estate sign.



J. **Real Estate Signs (Residential)** – The purpose of a residential real estate sign is to advertise the sale, rental or lease of the premises on which said sign is located. A residential real estate sign shall not be illuminated. A residential real estate sign shall be allowed in a residential district in accordance with Table 7-4. The maximum area and height of a residential real estate sign shall conform to the requirements contained in Table 7-5. All signs shall be removed within seven (7) days following the completion of the sale, rental or lease of the premises. No permit or permit fee shall be required for a residential real estate sign.



K. **Temporary Business Signs** – The purpose of a temporary business sign is to provide advertising for specific periods of time to identify the name of a business, profession, service, product or activity conducted, sold or offered on the premises where the sign is located.

1. **Requirements:** Temporary business signs shall conform to the following additional regulations:

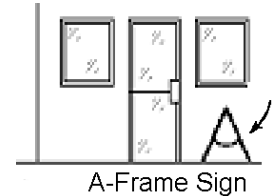
- a. **Maximum number:** One per business occupancy holding a valid certificate of occupancy.
- b. **Illumination:** None allowed.
- c. **Permit Requirements:** A temporary business sign permit shall not be valid for more than 30 consecutive days and there shall be a thirty (30) day non-display period between permits. No more than three temporary business sign permits shall be issued per calendar year per business occupancy.
- d. **Permit Fee:** A permit fee shall be charged for a temporary business sign. The permit fee shall be established by City Council.
- e. **Districts Allowed:** Temporary business signs shall be allowed in zoning districts in accordance with Table 7-4.

2. **Types of Temporary Business Signs:** A business tenant may choose any one of the following types of sign structures:

- a. **Flexible Banner Signs:** Banners shall be kept in good repair and remain firmly anchored or secured to the face of the building or may be suspended below the apparent lower edge of an overhanging covered walkway, provided the banner is firmly secured to the columns supporting the building. A flexible banner sign may not be freestanding. A flexible banner sign shall not exceed fifty (50) square feet nor exceed six (6) feet in height.
- b. **A-Frame Signs:** The purpose of an A-frame sign is to provide temporary advertising during business hours of a commercial occupancy.

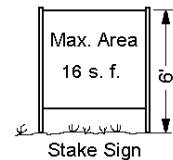
(1). *Maximum height and area shall conform to the following table:*

Maximum heights and areas of A-Frame Signs		
	Max. Area	Max. Height
Located on a sidewalk	8 s. f.	4 feet
Located in a yard	24 s. f.	6 feet



(2). *Time duration:* Only displayed during business hours.

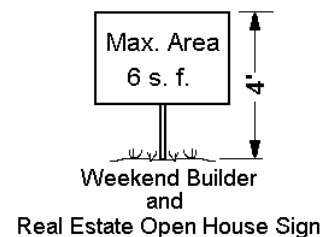
(3). *Placement:* Only allowed on private property, but may be located on a public sidewalk, provided a width of four feet (4) shall remain free from intrusion.



- c. **Stake Signs:** A stake sign shall not exceed sixteen (16) square feet, nor exceed six (6) feet in height.

L. **Weekend Builder / Real Estate Open House Signs –** The purpose of Weekend Builder / Real Estate Open House Signs is to assist the general public by providing direction to available residential properties in Colleyville. Signs that advertise developments located outside the corporate limits of Colleyville shall be prohibited.

1. **Open House Sign Definition:** A means of advertising and marketing a property that is for sale. A period of time during which a builder, developer, or real estate agency markets the home by inviting buyers in for a public viewing to see the interior without making an appointment.
2. Weekend builder / real estate open house signs may be placed on private property or in the public right-of-way with the approval of the adjacent property owner, provided the advertiser has a valid annual permit required by these regulations. Signs placed within the public right-of-way shall be situated not more than five (5) feet from the right-of-way line and shall be no closer than three (3) feet from the edge of the sign to the edge of the street pavement. No weekend builder / real estate open house sign shall block vehicular visibility. Approval of an annual permit does not grant unlimited access or use of the public right-of-way, therefore, it shall be the responsibility of the builder, owner, or real estate agency to secure permission of the property owner for placement of the signs on private property or in the adjacent street right-of-way.



Open house signs shall not be posted within visibility triangles. No sign shall be located or placed where it obstructs the vision of motor vehicle drivers approaching any street intersection. At all street intersections, clear vision shall be maintained across the lot for a distance of twenty-five (25') feet back from the property corner along both streets. Within this triangle, vision shall be clear at elevations between thirty inches (30") and nine feet (9') above the average curb grade.

3. A builder, developer, or real estate agency must be registered with the City of Colleyville to qualify and participate as a weekend advertiser or for open house signs. An annual permit is required for

Land Development Code - Section 7-130

Colleyville, Texas, Land Development Code

Section 7-125 Violations and Penalties

Any person, firm or corporation violating any provision of this Chapter shall be guilty of a misdemeanor and shall be subject to the penalty provision contained in *Chapter 1-General Provisions* of this Land Development Code.

Section 7-130 General Conditions Applicable to All Signs

The following general conditions shall be applicable to all signs, except where a provision contained elsewhere in this Chapter specifies a different requirement.

- A. Compliance Required – No person, firm or corporation shall erect a new sign, or alter an existing sign, or sign structure, unless said sign conforms to the provisions of this Chapter.
- B. Sign Area – No sign shall exceed the maximum area provided for in this Chapter. The sign area permitted in this Chapter shall apply to the maximum size of a single sign face, except where a provision allows an alternate method for calculating sign area. When the two faces of a sign are separated by an angle of twenty (20) degrees or more, the maximum sign area shall be the total of all non-parallel sign faces.
- C. On-Premises Requirement – All signs shall be located on the same premises where the product or merchandise being advertised is located, except where a specific provision in this Chapter provides for off-premises advertising.
- D. Maximum Height – No sign shall exceed the maximum height provided for in this Chapter. In determining the maximum height of a sign, no sign shall be located on a mound where the surrounding grade has been altered by more than eighteen (18") inches for purposes of artificially increasing the overall height of a sign above that allowed by the height regulations in this Chapter.
- E. Wind Pressure and Dead Load Requirements – All permanent signs shall be designed and constructed to withstand a wind pressure of not less than 35 pounds per square foot of area.
- F. Sign Contractor Registration – It shall be unlawful for any person, firm or corporation to engage in the business of erecting permanent signs in the city unless such person, firm or corporation is the holder of a valid registration with the City to perform such work. In extending the rights and privileges of such registration, the City of Colleyville makes no statement of the technical competency of those registered, and no manner of license is proffered.
- G. Engineering Requirements and Construction Standards – The construction of all signs shall comply with the structural requirements of the City of Colleyville Building Code. Where required by the enforcement official, the construction plans shall be signed and sealed by a professional engineer registered in the State of Texas. Any electrical installations shall comply with the City of Colleyville Electrical Code. No unfinished metal shall be allowed on the exterior surface of a sign or sign support.
- H. Signs in Right-of-Way Prohibited – No sign shall be erected in, extend into or over, a public right-of-way, except where a provision in this Chapter allows such location, or with the approval by the City Council of a *Right-of-Way Encroachment Agreement*.
- I. Interference with Safety Provisions – No sign shall be erected in such a manner that any portion of its surface or supports will interfere with the free ingress or egress of any fire escape, exit, standpipe, or window, or obstruct any required ventilator or door stairway.
- J. Illumination – Illumination of a sign shall only be allowed where a provision contained in this Chapter allows illumination for a specific sign classification or construction type. No sign located in a residential zoning district shall be illuminated, except where illumination is provided by a provision in this Chapter. Such sign illumination shall not produce glare or direct illumination across the property lines of the premises.

- K. Electronic Message Signs Along State Highways: – Electronic signs placed along state highways shall be allowed to change messages at a minimum of every ten (10) seconds. The display of time and/or temperature may change at an interval of every three (3) seconds. Only one electronic sign shall be allowed per property. These provisions shall only be considered for commercial and institutional signs that are located on properties adjacent to Precinct Line Road, State Highway 26, or State Highway 121.
- L. Loss of Required Parking – No sign shall be constructed within the limits of a parking area that results in a reduction in the number of required parking spaces.
- M. Signs in Planned Unit Developments and property with a Special Use Permit – All signs shall comply with the regulations in this Chapter, unless an ordinance for a Planned Unit Development (PUD) or a Special Use Permit (SUP) contains a provision that authorizes a variation from the regulations in this Chapter.

Section 7-135 Permits, Fees and Inspections

- A. Permit Required – It shall be unlawful for any person to erect a new sign, relocate, enlarge or replace an existing sign, or sign face, regulated by this Chapter without first obtaining a permit from the Building Permit Office, except where an exemption is provided for in this Chapter. No permit shall be issued unless the proposed sign complies with the requirements of this Chapter.
- B. Permit Fee – Where a permit is required by this Chapter, no application for a sign permit shall be approved which is not accompanied by a permit fee in accordance with the applicable fee schedule. Said fee schedule shall be established by separate ordinance by the City Council. The enforcement official shall not issue a sign permit to any person who has previously failed or refused to pay any fees or costs assessed against him under the provisions of this Chapter, until such fees are paid.
- C. Application for Sign Permit – Application for a sign permit shall be made in writing upon forms furnished by the enforcement official. Such application shall contain sufficient information as determined by the enforcement official, including plans of the proposed sign, whereby the enforcement official may determine that the proposed sign is in conformance with the requirements of this Chapter.
- D. Permit Expiration – No sign permit shall be valid for more than 180 days from the date of issuance of the permit, except where a specific time period is provided elsewhere in this Chapter.
- E. Temporary Sign Permit – Where required by this Chapter, a sign permit for a temporary sign shall be valid only for the period specified by the enforcement official. A temporary sign which has not been removed on or before the last day authorized by the sign permit shall be deemed a violation of this Chapter.
- F. Permit Revocable – The enforcement official may suspend or revoke any sign permit issued in error or on the basis of incorrect or false information supplied, or whenever such permit was issued in violation of any provision of this Chapter. Any sign constructed that is the subject of a revoked permit shall be removed by the person in control of the sign or premises upon which the sign is located within ten (10) days of written notice of revocation. Notice of revocation shall be deemed to have been received when deposited in the mail, addressed to the owner of the premises, the owner of the sign, and/or the tenant for whose benefit the sign is erected as listed on the permit application.
- G. Inspections – All signs shall be subject to inspection by the enforcement official. The building official shall establish inspection procedures and provide copies of such procedures upon request.
- H. Investigation Fees – Whenever any work for which a permit is required by this Chapter has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected, whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee.



City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-2

Agenda Date 12/20/2016

Type Worksession

Department Public Works

Title

Discussion and update on the Pleasant Run Road Project

Strategy Map Connection

F2- Invest to provide and maintain high quality public assets

Explanation

The City Council approved the engineering services agreement for the Pleasant Run Road project from Shelton Road to John McCain with Kimley-Horn and Associates on August 16, 2016. During the Council meeting, the City Council requested staff provide an update on the project prior to moving forward with the final design in order to re-evaluate the scope of the project and the estimated cost of the improvements.

The presentation, to be given by staff and the design consultant, and the exhibit which will be used during the presentation are attached for reference.

The presentation will cover the current status of the Pleasant Run Road project including:

- Roadway cross section
- Sidewalks/Drainage
- Water and wastewater improvements
- Right-of-way and easements
- Traffic control considerations
- Project timeline overview
- Construction cost estimate
- Public Involvement

Attachments

1. Pleasant Run Road Presentation
2. Exhibit

Pleasant Run Road Project Update

**December 20, 2016
Worksession**

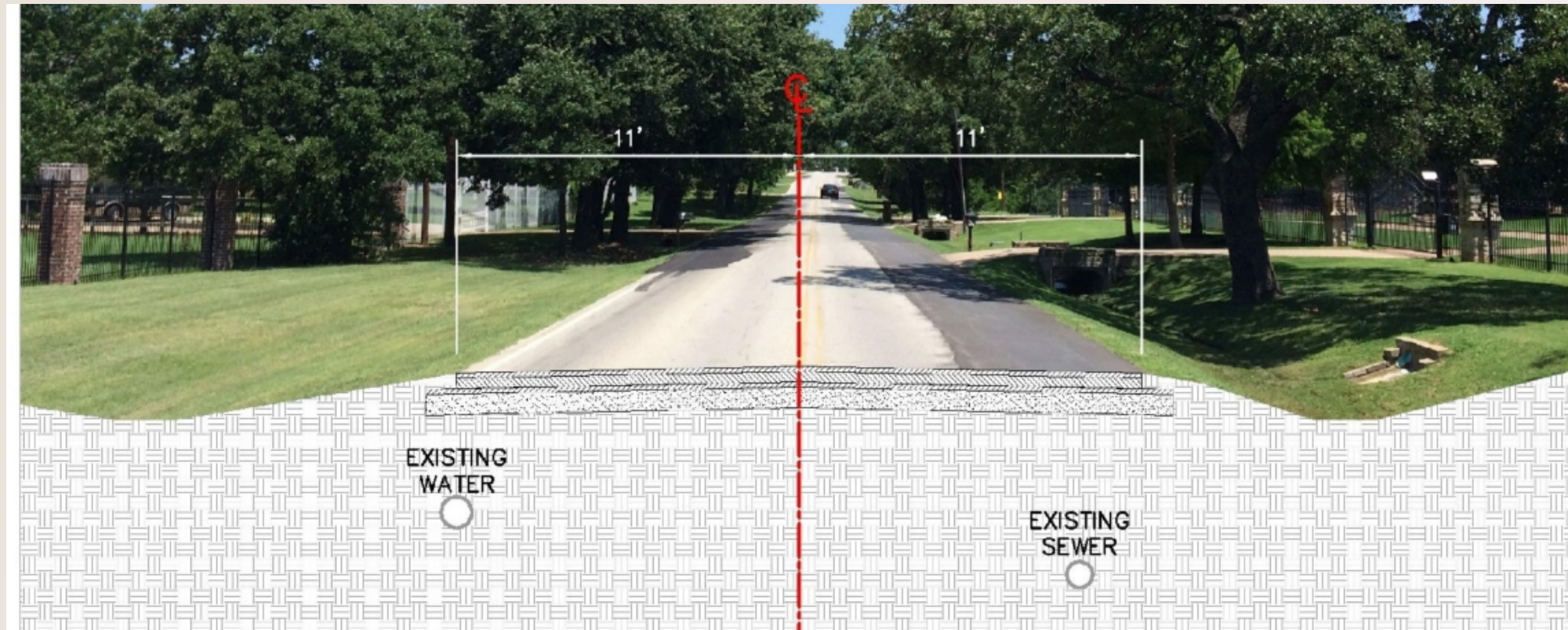
Scope of Worksession



Objective Statement – To provide the City Council with an update on the status of the Pleasant Run Road Project and seek concurrence on current scope.

- **Project Overview**
- **Project Details**
 - Existing Conditions
 - Proposed Improvements
 - Paving
 - Trail
 - Drainage
 - Water Line
 - Sanitary Sewer
 - Right-of-Way/Easements
- **Construction Sequencing**
- **Construction Cost**
- **Project Timeline**
- **Questions and Discussion**

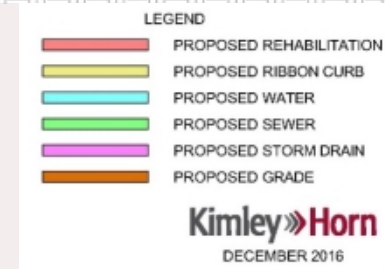
Cross-Section (*Existing*)



Project Overview



Kimley»Horn



Project Details



- **Existing Conditions**
- **Proposed Paving**
 - Lane Widths
 - Curbs
- **Trail**
 - Existing
 - Proposed
 - North End
- **Drainage**
- **Water Line**
- **Sanitary Sewer**
- **R.O.W./Easements**



Construction Sequencing



- **Utility Work – Minimal Traffic Disruption**
- **Paving Work - One-Way Traffic During Each Phase (6-12 weeks each phase)**
- **9 Month Construction Phase**



Construction Costs



- CIP/Conceptual Budget \$4.3 Million
- Preliminary Design OPCC \$4.1 Million

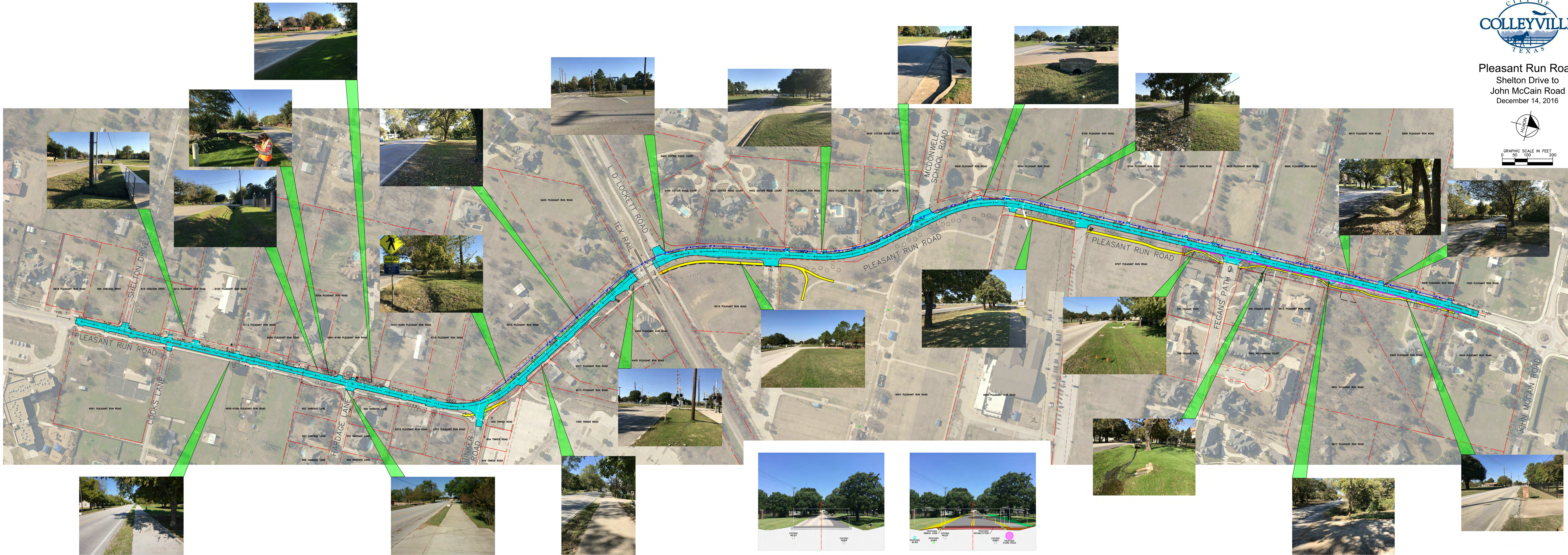
<i>Roadway Rehabilitation</i>	<i>\$1.3 Million</i>
<i>Ribbon Curb/Drive Approaches</i>	<i>\$0.5 Million</i>
<i>Utilities (Water and Wastewater)</i>	<i>\$1.0 Million</i>
<i>Trail (with Drainage)</i>	<i>\$0.4 Million</i>
<i>Misc. (TCP, Mob, Site Prep, etc.)</i>	<i>\$0.5 Million</i>
<i><u>Contingency (10%)</u></i>	<i><u>\$0.4 Million</u></i>
<i>TOTAL</i>	<i>\$4.1 Million</i>

Project Timeline



- May 2017 – Final Design Complete
- May 2017 – Bidding
- June 2017 – Public Meeting
- July 2017 – Start Construction
- Spring 2018 – End Construction

Questions and Discussion





City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-3

Agenda Date 12/20/2016

Type Worksession

Department City Manager

Title

Demonstration of OpenGov, the City's financial transparency portal

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

The purpose of this agenda item is to provide a live demonstration of the City's new financial transparency portal that will be available on the City's website. This platform, hosted by OpenGov, enables the public to access financial data. Visitors can choose to look at the data at a higher, summary level or dive into the details to the individual transaction level.

Staff began researching transparency platforms in early 2016 and explored a number of different options. The OpenGov platform emerged as the option that was the most user-friendly with the most robust display features. It is also the only platform for which the vendor offers complete support through Customer Success Agents assigned to clients, as opposed to reliance upon client staff for setup and maintenance. The two other portals that are competitive with OpenGov, Socrata and Junar, are more often used by larger cities with larger IT departments with staff dedicated to back-end administration of the portal.

Launch of the OpenGov platform will also allow the City to pursue recognition from the Texas Comptroller's new Transparency Stars program, which recognizes local governments for going above and beyond in their transparency efforts. This program replaces the Comptroller's previous Leadership Circle award program. There are five "stars" a city can earn for financial transparency in different areas. The first "star" the City has the ability to earn under the new program is a Traditional Finances Transparency Star and includes requirements such as raw, downloadable budget and check register data. A checklist of the criteria is attached. Achievement of the Traditional Finances star is required before moving on to earn stars in the areas of contracts and procurement, economic development, public pensions, and debt obligations.

During the live demonstration of Colleyville's portal, staff will walk through each of the reports available. Within each report, there is the ability to anticipate questions that visitors may have, and provide answers to those questions through saved "views". Staff welcomes feedback and input from the City Council, particularly if there are any

questions/answers the Council would like included as a saved "view". If desired, following the live demonstration staff can send invitations to each City Councilmember to set up a user account with OpenGov. This would provide an opportunity to explore the City's data in a view-only mode prior to finalization and publication on the website.

More than 1,300 governments in 47 states and 4 Canadian provinces have deployed OpenGov. If the City Council is interested in looking at other city's platforms for context or to gain ideas for possible saved "views", both the City of McKinney and the City of Fort Lauderdale have well established platforms.

Pending any changes or input from the City Council, the link to the portal can be published on the City's website in the coming weeks, with a specific website landing page that describes the portal and contains the additional information required by the Transparency Stars program noted in the attached checklist. Once the portal is live on the City's website, the application for the Traditional Finances Star can be submitted to the Comptroller.

Attachments

1. Traditional Finances Star- requirements checklist



Transparency Stars

TRADITIONAL FINANCES CHECKLIST

(see [guidelines](#) for further details)

Required Elements	Self Check
Dedicated Webpage or Section of Website • General narrative overview of the transparency area • 3 clicks or less from the homepage	
Traditional Finance Summary • Expenditures as total and per capita/per student • Total and per capita revenues from all funds • Total full-time equivalent positions for all personnel • Total and per capita revenue from property taxes • Total and per capita revenue from sales taxes • Explanations of terminology (if necessary)	
Visualizations • Revenues and expenditures per capita/per student for at least five years • Property tax per \$100 valuation for at least five years	
Documents • Budgets for last five fiscal years • CAFRs/AFRs for last five fiscal years	
Downloadable Data • Raw format budget • Check Register for the three most current years	
Other Information • Additional financial documents • General contact information for local government • Contact information for elected officials • Open records request instructions and contact information	





City of Colleyville City Council Agenda Briefing

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

Agenda Number WS-4

Agenda Date 12/20/2016

Type Worksession

Department City Secretary

Title

Discussion of the December 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 12/20/2016

Type Executive Session

Department City Secretary

Title

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

Section 551.071 - Legal - Consultation with City Attorney regarding contemplated litigation concerning an unauthorized accessory structure existing on the property generally described as 4801 Colleyville Boulevard

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

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

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

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

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

Attachments

RESOLUTION R-16-4070

**A RESOLUTION APPROVING COUNCIL ACTION
REGARDING EXECUTIVE SESSION ITEMS AT THE REGULAR
CITY COUNCIL MEETING OF
DECEMBER 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 DECEMBER 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 12/20/2016

Type Announcements, Proclamations, and Presentations

Department Economic Development

Title

In recognition of Colleyville's Featured Business of the Month - Next Wood Fired Bistro, 5003 Colleyville Boulevard, Chef and Owner Ying Aikens - Mayor Richard Newton and Executive Director of Economic Development and Communications Mark Wood

Attachments

RESOLUTION R-16-4071

**A RESOLUTION APPROVING CITY COUNCIL ACTION UNDER
CONSENT ITEMS AT THE REGULAR CITY COUNCIL MEETING OF
DECEMBER 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 regular City Council meeting of December 6, 2016

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
ON THIS THE 20TH DAY OF DECEMBER 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 Minutes - Draft

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

Tuesday, December 6, 2016

CITY COUNCIL CHAMBERS

Mayor Richard Newton called the Colleyville City Council Worksession to order on Tuesday, December 6, 2016, at 5:30 p.m.

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

Absent: Councilmember Bobby Lindamood

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, Executive Director of Economic Development and Communications Mark Wood, Community Development Director Ben Bryner, Recreation and Library Director Mary Rodne, Accounting Manager Karen Hines, Parks Manager Heather Dowell, Marketing Coordinator Dustin Dangli, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Whitt Wyatt, and City Secretary Amy Shelley

WS-1 Discussion of the Citizen Survey

Strategic Services Manager Adrienne Lothery presented this item and answered questions of the City Council.

Councilmember Taylor asked Mayor Newton about the “bury the utility lines on SH26” question on the survey. Mayor Newton replied personally, if that were to be done, that would make the biggest aesthetic difference along SH26. He stated he would like to know, strategically, if this is something that citizens want to have completed.

Councilmember Nakamura asked Mayor Newton if this is something that would have to be put on a ballot. Mayor Newton replied the question has to be asked first to see if there is sentiment for it to be done.

Councilmember Short suggested asking “is the presence of power lines a problem?” He stated the other question simply jumps to a solution, but there may be other solutions that could be done to solve the issue.

Mayor Newton believed asking, “do you believe the visual appearance of power lines is detrimental to the aesthetics of the City of Colleyville” would work.

Councilmember Short suggested, "are you willing to invest significant funds to move the utility lines?"

Mayor Pro Tem Putnam stated the question will help to quantify the appetite to see if the citizens even want it.

Mayor Pro Tem Putnam asked City Council about the cost to bury the lines in the past discussions. Councilmember Taylor replied it changed over time. Councilmember Nakamura replied she believed \$26 million, or something like that. Councilmember Taylor stated he believe the ballot included \$11 million.

Mayor Pro Tem Putnam agreed with Councilmember Short's version of the question. Manager Lothery stated staff will work on the language, such as "remove overhead lines from SH26."

Councilmember Taylor suggested removing this from the survey instrument, "The CEDC Fund has capacity to take on a significant project without impacting the City's tax rate General Fund." He stated he did not want to lead people to believe that there is a pile of money.

Councilmember Nakamura stated she believes it is important for the citizens to know that their taxes are not going to be impacted.

Mayor Pro Tem Putnam suggested rather than striking, it could read, the CEDC fund has capacity to take on a project without impacting the City's tax rate General Fund." Mayor Newton concurred with the suggestion. Mayor Pro Tem Putnam suggested removing, "General Fund."

Councilmember Coplen asked City Council if the phrase, "In 1996, Colleyville citizens voted to collect a ½ cent sales tax to "provide for parks and parks facilities, a library, a community center, open space improvements, and other facilities and improvements only as authorized by the Texas Local Government Code" is necessary to remain in the survey instrument. She suggested having, "a ½ cent sales tax to "provide for parks and parks facilities, a library, a community center, open space improvements, and other facilities and improvements only as authorized by the Texas Local Government Code." Councilmember Nakamura stated being good with either one. Mayor Newton stated it is important for everyone to be reminded of where the tax comes from.

Councilmember Taylor suggested adding an item under 8a as, "D. Pedestrian trails and sidewalks."

Councilmember Putnam stated the trails and sidewalks question has always been on the survey, although it has been a bit leading, none the less, it would be a good

question to ask so that a great discussion can be had about the trail/sidewalk master plan.

Mayor Newton asked Mayor Pro Tem Putnam how the question would be asked. Mayor Pro Tem Putnam replied "additional pedestrian amenities, such as sidewalks and trails" but without specificity about location.

Councilmember Short stated it may not be necessary to limit their choices to just three. Mayor Newton stated limiting to the three is fine.

Councilmember Short asked City Council about adding the "funding of sport fields." Mayor Pro Tem Putnam suggested putting it under 8b. Mayor Newton stated not without the development of additional park land. He stated he personally did not want that question included.

Councilmember Coplen asked Mayor Newton why he does not want the question on there. Mayor Newton replied he wants to know if there are big things, such as a multi-use facility.

Councilmember Coplen asked staff about the cost of a phone survey. Manager Lothery replied phone surveys are very expensive.

Councilmember Taylor agreed with the use of the utility billing inserts, as they are more cost effective, and more information can be included.

Staff discussed the distribution of the survey timing with the utility billing cycles. Mayor Newton suggested the survey being available as soon as they open their bill.

Mayor Pro Tem Putnam stated Dustin Dangli can do a social media alert as well, to let the citizens know it will be coming in their utility bill.

Councilmember Taylor suggested having the survey go out in the January billing cycle, and the survey can be open until the end of February.

Mayor Newton asked staff about the survey not being limited to one IP address since a home will typically only have one computer. Does the vendor have the ability to provide a report of the number of IP addresses? Manager Lothery replied yes.

Mayor Pro Tem Putnam stated the report would be good to have. He stated the survey should not be unlimited to an IP address.

WS-2 Discussion of the 2017 City Council meeting dates

City Secretary Amy Shelley presented this item and answered questions of the City Council.

Mayor Newton stated being good with the proposed dates except for November. He stated he did not think the first meeting would need to be moved to accommodate the November election. City Councilmembers agreed.

WS-3 Discussion of the Financial Disclosure and Business Conflict of Interest Form

City Secretary Amy Shelley presented this item and answered questions of the City Council.

Councilmember Lindamood joined the meeting during this discussion.

Councilmember Taylor stated he believed the Charter amendment included all of Denton, Tarrant, and Dallas counties, not just the limited area as shown on the exhibit. City Manager Jennifer Fadden replied the ballot language was modified because all of the language could not be included on the ballot due to the size of the proposition. She explained that the communication tools all stated the information as outlined by the Charter Review Committee.

Mayor Pro Tem Putnam concurred with Councilmember Taylor and stated he was fine either way. He added not being sure if the level of detail for the disclosure area was discussed.

Mayor Newton asked staff if City Council approved the language by a resolution or by an ordinance. City Manager Jennifer Fadden replied City Council approved a resolution to call the election and a resolution to accept the Charter Review Committee's recommendations for the Charter amendments.

Mayor Newton stated the ordinance could include above and beyond with additional requirements other than the Charter. City Attorney Whitt Wyatt replied the ballot language provides for a certain area, and the *Communicator* provides what the ballot language included as well as how it would appear, if the Charter amendment was approved. He stated he does not believe there is any legal impediment to expanding the disclosure area.

Mayor Newton and City Councilmembers agreed upon the expansion of the disclosure map to include all of Denton, Tarrant, and Dallas counties.

Councilmember Lindamood asked staff about the CIQ forms within the bid packets. Mayor Pro Tem Putnam stated this discussion is relative to the Charter

amendments. Mayor Newton added the implementation of those forms has already taken place.

Mayor Newton stated "business interests" is not covered in these forms, but should be included. Mayor Pro Tem Putnam stated a definition for "business interest" should be specified. Councilmember Lindamood agreed. Mayor Pro Tem Putnam stated it will need to be decided to keep the definition broad or more specific.

WS-4 Discussion of the December 6, 2016, City Council regular agenda items

Councilmember Coplen asked Mayor Newton about the appointment to the Planning and Zoning Commission. Mayor Newton replied this was placed on the agenda because of a vacancy, and the applicant will be pulled from the list of applicants who submitted their application for the previous Planning and Zoning Commission appointments, but were not appointed at that time.

Councilmember Coplen asked Mayor Newton if the City Council will be able to ask questions at this time. Mayor Pro Tem Putnam answered and stated it will be a public hearing.

Councilmember Coplen stated having concerns about making appointments to the compensation committee when there are no names listed to choose from. Mayor Newton replied the intention for this item is to place someone from the community who has specific expertise in the human resources arena that have done this type of work.

Councilmember Coplen asked Mayor Newton who they are. Mayor Newton replied we do not have names, at this time. He stated he does not want to hold this process up, and if they have names to provide, please do so.

Councilmember Taylor suggested Scott Redfearn because he is in the human resources area. Mayor Pro Tem Putnam stated Scott may need to be recruited.

Mayor Pro Tem Putnam stated being comfortable with the Mayor having discretion, but if that is a problem, it should not be forced.

Mayor Newton suggested the City Council provide names to the city manager.

Councilmember Coplen asked Mayor Newton if the committee information was put out. Mayor Newton replied no, it is an ad hoc committee. He stated he can make the call to the citizen to see if they have an interest in helping the City with this project.

Councilmember Coplen asked if all members could make a motion about the applicants for the Planning and Zoning Commission. Mayor Newton replied yes, a

discussion can be made about the members, and then every Councilmember can throw a name out, or someone can make a motion and either vote it up or down.

Mayor Newton adjourned the worksession at 6:40 p.m.

Mayor Newton called the Executive Session to order at 6:47 p.m., and called the roll.

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

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

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

Section 551.071 - Legal - Consultation with and legal advice from the City Attorney regarding the Fort Worth Transit Authority's legal response to the City regarding the TEX Rail project implementation process and related legal matters

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

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

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

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

Mayor 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, and Section 551.087, Economic Development. He further explained there would be no decisions made or action taken during this time. The session was adjourned at 7:35 p.m.

The regular meeting of the Colleyville City Council was called to order by Mayor Newton at 7:45 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, Executive Director of Economic Development and Communications Mark Wood, Community Development Director Ben Bryner, Parks Manager Heather Dowell, Marketing Coordinator Dustin Dangli, SH26 Coordinator James Hubbard, Strategic Services Manager Adrienne Lothery, Information Systems Manager Chris Pena, City Attorney Whitt Wyatt, and City Secretary Amy Shelley

INVOCATION: Pastor Lee Johnson, Bear Valley Church

PLEDGE OF ALLEGIANCE: City Attorney Whitt Wyatt

2. EXECUTIVE SESSION READING AND PUBLIC HEARING: CONSIDER AND TAKE ANY ACTION(S) NECESSARY RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION - RESOLUTION R-16-4065

Mayor Newton read Resolution R-16-4065 in its entirety.

Mayor Newton opened the public hearing at 7:49 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 7:50 p.m.

Councilmember Taylor made a motion to approve Resolution R-16-4065. Councilmember Nakamura seconded the motion.

The motion to approve carried with the following vote:

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

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

Councilmember Taylor thanked Mayor Newton for his help during the Breakfast with Santa event held this past Saturday. He added the first hotel in Colleyville is now open for families to book for the holidays.

Councilmember Lindamood expressed his congratulations to the CHHS football team for winning division.

Councilmember Lindamood also wished his daughter a happy 12th birthday.

4. CONSENT: READING AND PUBLIC HEARING - Resolution R-16-4066

- 4a** Approval of the minutes of the regular City Council meeting of November 15, 2016
- 4b** Approval of the minutes of the Special City Council meeting of November 22, 2016
- 4c** Approval of the minutes of the Special City Council meeting of November 28, 2016
- 4d** Approval of a Professional Services Agreement for Municipal Court Prosecution Services
- 4e** Consideration of a request by the Trinity River Authority to utilize FY 2016 Tarrant County Water Supply Project funds

Mayor Newton read Resolution R-16-4066 in its entirety.

City Manager Jennifer Fadden explained that item 4e is no longer necessary as the Trinity River Authority could not secure the purchase of the land for the proposed project.

City Manager Jennifer Fadden presented item 4d and briefed the City Council.

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

There was no one present wishing to speak and Mayor Newton closed the public hearing at 7:55 p.m.

Councilmember Coplen made a motion to approve Resolution R-16-4066 with the removal of 4e. Councilmember Lindamood seconded the motion. The motion to approve carried with the following vote:

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

5. ORDINANCE(S): FIRST READING AND PUBLIC HEARING**5a Ordinance O-16-1999**

Consideration of a Special Use Permit for an accessory building larger than permitted on Lot 9, Block 2, of the Briarwood-Colleyville Addition, located at 6001 Quality Hill Road, Case ZC16-013

Mayor Newton read the caption of Ordinance O-16-1999.

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

Mayor Newton asked staff if the roof line is proposed to be constructed as it is to not obstruct the set back. Director Bryner replied yes.

Councilmember Taylor asked staff about why this is not considered a dwelling unit rather than an accessory building. Director Bryner replied without an oven or stove, it is not considered a second dwelling unit.

Councilmember Taylor asked staff why this is considered an accessory building and not a dwelling unit. Director Bryner replied during the construction process, the building inspectors will ensure the gas lines or electrical lines are ran for items such as a stove. He stated after the construction time, there would be no way to know if the lines are installed.

Mayor Newton stated being concerned about the size and not sure about the recommendation of approval by staff. He stated he would like to know the size of the surrounding accessory buildings in the area so that he can compare them to this building.

Mayor Newton opened the public hearing at 8:04 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:04 p.m.

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

5b Ordinance O-16-2000

Consideration of a Special Use Permit for an accessory building larger than permitted on Lot 3, Block 2, of the Jewell Estates Addition, located at 6603 Diamond Court, Case ZC16-018

Mayor Newton read the caption of Ordinance O-16-2000.

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

Mayor Newton asked George von Lang, the property owner, if there are deed restrictions or homeowner associations to comply with. Mr. Lang replied no.

Mayor Newton opened the public hearing at 8:09 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:09 p.m.

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

5c Ordinance O-16-2001

Consideration of a zoning change from the AG-Agricultural district to the CN-Neighborhood Commercial district on Abstract 206, Tract 3A, in the BBB & C RY SURVEY located at 5300 Pleasant Run Road, Case ZC16-019

Mayor Newton read the caption of Ordinance O-16-2001.

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

Councilmember Taylor asked staff if a drive can be done. Director Bryner replied yes.

Councilmember Taylor asked staff if any consideration was given to the building being advanced to the street and the parking behind. Director Bryner replied a detailed review has not been completed, but staff will make a strong recommendation that they consider that. Councilmember Taylor added it would be easier for emergency access for fire, in the event of an emergency.

Councilmember Lindamood stated it would put the building more in line with the other commercial buildings.

Wayne Lambdin, Lambdin Architects, presented this item and briefed the City Council. He stated they plan to move the building more toward the front of the property.

Councilmember Taylor stated he would like to see the revised site plan.

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 8:18 p.m.

The following person did not wish to speak, but did wish to register his support: Robert Figueroa, 817 Central Drive.

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

6. TABLED: RESOLUTION(S)

6a Resolution R-16-4061

Consideration of the abandonment of a public right-of-way between Lots 32R, 42R, and 43R-1 of the Village at Colleyville Addition, located at 91, 93, 95, 99 Cottage Lane and 104, 124 Terra Cotta Way, Case GC16-013

Councilmember Taylor made a motion to remove Resolution R-16-4061 from the table for consideration. 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, Mike Taylor, and Nancy Coplen

Mayor Newton read Resolution R-16-4061 in its entirety.

Community Development Director Ben Bryner stated there is no update from the previous meeting.

Donald Silverman, 14801 Quorum Drive, Suite 160, Dallas, presented this item and briefed the City Council.

Councilmember Taylor asked Mr. Silverman if the two easements still exist, how they will build on the property. Mr. Silverman replied he disagrees with the City's opinion that both easements exist, it would be a lot less efficient, and they would not be able to build on the west side.

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

There was no one present wishing to speak and Mayor Newton closed the public meeting at 8:30 p.m.

Mayor Newton made a motion to deny Resolution R-16-4061. Councilmember Lindamood seconded the motion.

Councilmember Taylor stated he will not vote to deny the request as he believes the applicant's request is the best and highest use of the property.

Mayor Newton stated he does not support the request because to remove the right-of-way without specifics, is not the right thing to do, and the City would have zero control over what happens, which is not wise.

The motion carried with the following vote:

Aye: 4 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, and Bobby Lindamood

Nay: 3 – Councilmembers Jody Short, Nancy Coplen, and Mike Taylor

7. RESOLUTION(S): READING AND PUBLIC HEARING

7a Resolution R-16-4067

Consideration of an appointment to the Planning and Zoning Commission

Mayor Newton read Resolution R-16-4067 in its entirety.

Councilmember Coplen stated there are several to be considered but stated not being sure who is really qualified to be on the Planning and Zoning Commission, especially since this person will be serving until 2017.

Mayor Newton agreed, but the applicants presented all checked they would like to serve on the Planning and Zoning Commission and there are numerous persons qualified to serve.

Councilmember Coplen made a motion to appoint John Frazier to the Planning and Zoning Commission with a term expiring September 2017. Councilmember Short seconded.

Councilmember Nakamura stated not knowing some people on the list either, and stated she would like to see more before a decision is made.

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.

The motion failed with the following vote:

Aye: 3 – Councilmembers Jody Short, Mike Taylor, and Nancy Coplen

Nay: 4 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura and Bobby Lindamood

Councilmember Coplen made a motion to appoint Jim Gotcher to the Planning and Zoning Commission with a term expiring September 2017. Councilmember Taylor seconded.

The motion failed with the following vote:

Aye: 3 – Councilmembers Jody Short, Mike Taylor, and Nancy Coplen

Nay: 4 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura and Bobby Lindamood

Mayor Newton made a motion to appoint Charles Kelley to the Planning and Zoning Commission with a term expiring September 2017. Councilmember Nakamura seconded the motion.

The motion carried with the following vote:

Aye: 5 – Mayor Richard Newton, Mayor Pro Tem Chris Putnam, and Councilmembers Tammy Nakamura, Bobby Lindamood, and Mike Taylor

Nay: 2 – Councilmembers Jody Short and Nancy Coplen

7b Resolution R-16-4068

Appointing members to the Classification and Compensation Study Committee

Mayor Newton read Resolution R-16-4068 in its entirety, and briefed the City Council and stated these appointments would be made by ad hoc and not by advertisement. He further asked City Council to provide citizen names to either himself or the city manager for those appointments.

Mayor Newton opened the public hearing at 8:47 p.m.

There was no one present wishing to speak and Mayor Newton closed the public hearing at 8:47 p.m.

Mayor Newton made a motion to table this resolution. Councilmember Coplen seconded the motion.

The motion to table carried with the following vote:

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

8. DISCUSSION OF ITEMS NOT FOR ACTION AND PUBLIC HEARING**8a** Discussion of Utility Fund resources

Mayor Newton presented this item and briefed the City Council.

Mayor Pro Tem Putnam stated rather than raising the rate, there are other ways to achieve funding for the 2021 projects, like debt initiatives. Mayor Newton agreed, and stated the policy could be changed.

Councilmember Lindamood stated the water tower was a hypothetical and will need to be revisited, especially if it is not needed. Mayor Newton stated each year the City Council will revisit the CIP as a standard process.

Councilmember Short stated the study completed previously indicated there were \$55 million dollars in projects, which equates to \$2.7 million dollars needed per year. He added there are a lot of projects ahead of us, and the sooner we get after it, the better.

Mayor Pro Tem Putnam asked City Council why the concern about the ongoing CIP funding when there was the ongoing transfer from the Utility Fund to the General Fund. The cause of the reason for the rate increases was because of that transfer. He added Mayor Newton has explained this with an extraordinary amount of clarity, and in the future, we will have to look at ways to fund the projects.

Councilmember Coplen stated her water bill did go up based on the new rate. She stated not knowing the political reason as to why there were several projects moved up to 2017, which were actually scheduled in later years. Mayor Newton stated not being aware of any political reasons in the approval of this capital plan.

Councilmember Lindamood stated he believes there should be a small cushion in the fund, but not a huge cushion. The money should be in the citizen's pockets and not the City's.

Councilmember Nakamura thanked Mayor Newton and Mayor Pro Tem Putnam for the clarification. This is something we can provide to the people so that they can see what is going on.

Mayor Newton opened the public hearing at 9:21 p.m.

Steve Waltens, 716 Duns Tew Path, thanked Mayor Newton for his incredible transparency and honesty and stated it is so rare for elected officials to do so. He stated the water issue was the crux of peoples' frustrations. He stated this has been made very clear that the City is not in any danger, and that fear tactics are being used to mislead the uninformed.

Tony Seris, 5000 Montclair Drive, thanked Mayor Newton for being able to speak and for the City Council maintaining the rural feel of Colleyville. He thanked the City Council for their actions relative to the water rate change.

David Medlin, 605 Montreux Avenue, thanked Mayor Newton for the clarified presentation he provided. He stated the rate committee needed this information prior to their discussions.

George Dodson, 7309 Balmoral Drive, thanked Mayor Newton for the presentation he provided and the hard work that has been focused on the promises the City Council has made. He stated the committee worked as a team, and he appreciated the opportunities provided.

Joe Moore, 133 Acuff Lane, stated being a part of the committee and that they worked together as a team. He had questions about the remaining CIP funds from the 2016 budget, and the 90 day reserve. He stated he supports having a CIP funding committee, and there are issues to be addressed now rather than later.

Louis Miller, 7802 Tillman Hill Court, stated conservation is important to consider now; in favor of keeping the Utility Fund at a higher rate; and that planning should be based on making this a great City.

Mike Sexton, 3612 Greenbriar Court, stated his water bill has been high; there is constant misinformation flowing about the rates, but there has been a lot of transparency provided about the rates; and thanked the City Council for their hard work.

Mayor Newton asked staff about the 90 day operating reserve. City Manager Jennifer Fadden replied the \$3.8 million dollars a calculation based on the Fiscal Year 2017 Utility Fund budget of \$15.5 million dollars (\$15.5 million divided by 365 days times 90 equates to \$3.8 million).

Mayor Newton asked staff about impact fee restrictions. City Manager Jennifer Fadden replied under state law, impact fees that are collected for utility or roadway purposes, can only be spent on capacity enhancement projects.

Councilmember Taylor stated he appreciated Mayor Newton's presentation and stated he appreciated the work of the committee, and he believes in the current rate. He stated he values having strong cash reserves on hand, but everyone has a difference of opinion.

Mayor Newton asked Councilmember Taylor about his statement that he disagrees about what we do in the future. Councilmember Taylor stated there was a concern about capital improvements, but the committee was not charged with looking at the CIP. He stated it has been said there is enough cash on hand; however, there is a limited recovery of that cash, roughly \$2 million each year. He stated the

committee suggested putting a line item on the water bill for CIP, and he would like to adopt that idea. Mayor Newton provided a brief overview of the proposed City Council policy steps as outlined in the presentation, and stated all are in agreement about the line item on the water bill.

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

Frank Genco, 1104 John McCain Road, spoke about tree preservation, tree mitigation, and the tree cutting/clearing around the railroad.

Steve Waltens, 716 Duns Tew Path, spoke about conservative values in this community and their conservative thinking; and that David Medlin was recognized as a conservative leader in our community by Empower Texans.

Kathleen Hennessy, 5013 Stonebridge Drive, thanked Mayor Newton for his presentation. She provided a presentation on "Stormwater drainage: The Preservation and its neighbors."

Ava Fryer, 5129 Stonebridge Drive, was going to speak; however, yielded her five minutes to Ms. Hennessy.

David Medlin, 605 Montreux Avenue, suggested someone should help Ms. Hennessy by reaching out to her.

10. REPORTS

Colleyville Library Board Minutes - August 29, 2016

Planning and Zoning Commission Minutes - October 10, 2016

Quarterly investment report for the quarter ended September 30, 2016

There was no discussion of this item.

11. ACTION/RESOLUTION: DISCUSSION AND CONSIDERATION OF A RESOLUTION RATIFYING COUNCIL AGENDA ACTION FOR DECEMBER 6, 2016 - READING AND PUBLIC HEARING - RESOLUTION R-16-4069

This resolution was not needed.

12. ADJOURNMENT

There being no further business before the City Council, Mayor Newton adjourned the City Council meeting at 10:31 p.m.

APPROVED BY A VOTE OF _ AYES, _ NAYS, AND _ ABSTENTIONS ON THIS THE
20TH DAY OF DECEMBER 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 5a

Agenda Date 12/20/2016

Number Ordinance O-16-1999

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit for an accessory building larger than permitted on Lot 9, Block 2, of the Briarwood-Colleyville Addition, located at 6001 Quality Hill Road, Case ZC16-013

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Second Reading and Public Hearing

At the December 6, 2016 City Council meeting, Mayor Newton directed staff to conduct additional research in an effort to determine the allowable square footage of accessory buildings (both existing or proposed) for the surrounding properties. Staff performed the analysis and the results are attached.

First Reading and Public Hearing

Michael Meierhofer, the applicant, has submitted a request for a Special Use Permit (SUP) to construct an approximately 1,533 square foot accessory building at 6001 Quality Hill Road. The SUP is being requested because the total square footage of the accessory building will exceed the maximum square footage allowed.

Existing Conditions/Background: The subject property is zoned R20-Single Family Residential district and generally located on the east side of Quality Hill Road and north of L.D. Lockett Road. The subject property is a platted lot of the Briarwood Addition and currently developed with one single family home and one, 120 square foot accessory building, which is proposed to remain.

Proposed Special Use Permit Request:

Request – The applicant is requesting approval of a Special Use Permit to allow for the construction of an accessory building which will exceed the maximum square footage permitted.

Ordinance – Section 3.27 Accessory Buildings and Residential Carport Regulations of the Land Development Code establishes the maximum size and number of accessory buildings permitted on a residential lot:

"2. Maximum Size and Number of Buildings:

- 1. The maximum number of accessory buildings allowed per lot shall be three (3) buildings. In addition, the combined square footage of all accessory buildings shall not exceed the maximum square footage specified in the following table.*

Maximum Square Footage of all Accessory Buildings				
Lot Size	Under .5 ac	.5– .99 ac.	1 – 2.99 ac.	3+ ac.
Total s. f.	750 s. f.	1,000 s. f.	1,750 s. f.	2,500 s. f.

- 1. For the purpose of this Section, the size of an accessory building shall be the square footage of the building footprint.*
- 2. An application to exceed the total square footage shown in the above table may be approved as a Special Use Permit (SUP)."*

Analysis – The proposed accessory structure does not comply with the following provisions of the Land Development Code:

1. Section 3.27(A)2 – Maximum Size and Number of Buildings:

For lots under 0.5 acres in size, the maximum size allowed for all accessory buildings on the site is 750 square feet. The subject property is 21,518 square feet or 0.49 acres and currently contains one, 120 square foot accessory building. The proposal up for consideration requests to construct a second accessory building 1,533 square feet in size. The total for both accessory buildings will be 1,653 square feet. This total exceeds the maximum 750 square footage allowed by 903 square feet.

The applicant plans to construct a 1,533 square foot accessory building on the rear portion of the property, approximately 10 feet from the rear property line, and seven (7) feet from the southern side property line. The accessory building will be located entirely behind the primary residence and access will be provided via a new extension to the existing driveway. The proposed building does not penetrate the vertical height envelope.

The proposed accessory building complies with all other requirements of Section 3.27. The site plan and elevations have been included as attachments.

The proposed building along with the existing home and accessory building does not exceed the maximum lot coverage of 30 percent for the R-20 district.

It should be noted that the subject property is 262 square feet less than 0.5 acre. As seen in the table above, lots 0.5-.99 acres are permitted to have 1,000 square feet of accessory buildings. Although the request up for consideration, exceeds the permitted

size by more than 100 percent, the lot is more closely aligned with a 0.5 acre lot. Additionally, the applicant contends that similar buildings exist within the neighborhood. Staff reviewed the information for surrounding properties and confirmed that 5909 Quality Hill Road (to the south) currently has a 950 square foot detached accessory building which is visible from the street. There are no other large accessory structures visible from the street in the immediate vicinity which have been permitted.

Surrounding Development: The surrounding properties to the north, south, east, and west are zoned R-20 Single Family district and developed with single family homes.

Public Notification: Staff mailed notices to all property owners within 200 feet as well as any Homeowners Associations within 500 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. To date, no correspondence has been received.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of this request at the November 14, 2016 meeting by a vote of 7-0.

Staff Recommendation: The applicant proposes to construct a detached accessory building which will exceed the total combined square footage allowed by the Land Development Code. The applicant has made modifications to the structure in an effort to meet the height requirements and reduced the total square footage by 400 square feet based on the direction of the Planning and Zoning Commission at the October 10, 2016 meeting. At this time the building meets the height requirements for the R-20 zoning district but exceeds the permitted square footage. Given the modifications to the building design, staff does not believe the proposed structure will adversely impact any of the surrounding properties. The location of the building meets the setback requirements for the governing zoning district and is completely behind the primary structure. Although the proposed building is larger than allowed, it does not exceed the maximum lot coverage and there are large accessory buildings in close proximity. Staff has not received any opposition to the proposal and the building will meet all of the other requirements of the Land Development Code. Staff recommends approval of the request.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Surrounding Property - Accessory Building Analysis
4. Statement of Planning Objectives
5. Site Plan
6. Building Elevations and Floorplans
7. Notification Map
8. Notification List
9. Ordinance O-16-1999

AERIAL MAP



ZC16-013

6001 QUALITY HILL ROAD



Subject Property

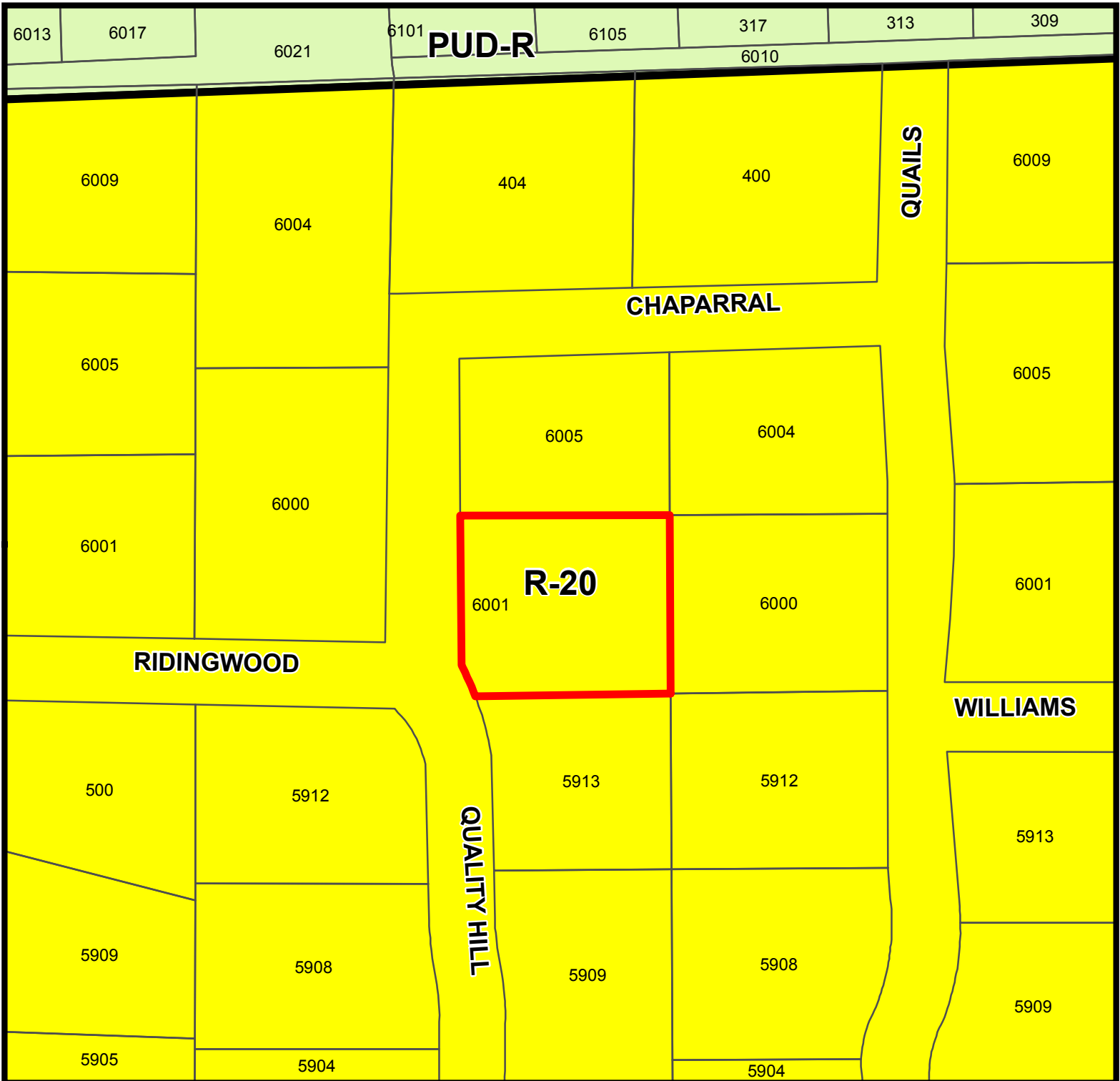
Vicinity Map



1 inch = 104 feet

DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

ZONING MAP



ZC16-013

6001 QUALITY HILL ROAD

-  Subject_Property
-  PUD-R Planned Unit Development, Residential
-  R-20 Single Family Residential (20,000 sq. ft. min)

Vicinity Map



1 inch = 104 feet

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Surrounding Property - Accessory Building Analysis



Statement of Planning Objectives

6001 Quality Hill Rd.

Meierhofer Garage/Poolhouse

Subject: ZC16-013, SUP for an Accessory Building

To whom it may concern:

The initial staff comments have been addressed, and the drawings have been revised, with the exception of the maximum height requirements. We are requesting a deviation from the provisions in regards to the height restrictions in the form of a separate written request as required by the city of Colleyville initial staff comments. Along with this letter, we are submitting to the city (4) sets of 24" x 36" revised drawings and site plan, (5) sets of 11" x 17" revised drawings and site plan, a CD containing all plans, the response to the staff comments, and a written request for variance of the height restrictions referenced above. If there are any other items or information needed, please make us aware as soon as possible.

Thank you,

Mike and Angela Meierhofer

FILE COPY

RECEIVED

SEP 16 2016

Per

Statement of Planning Objectives

Request for Variance

6001 Quality Hill Rd.

ZC16-013

To whom it may concern:

We would ask that you please consider waiving the height restrictions of our new proposed garage/poolhouse for the following reasons:

- 1-The new building will not exceed the height of the existing dwelling.
- 2-The new building will add value to the home and the neighborhood.
- 3-There are several existing buildings in the neighborhood that exceed the same restrictions. Some have been built in the recent past.
- 4-The new building is not an additional dwelling.
- 5-The lot is very large, and can accommodate the new building. (<30%)
- 6-We have spent over \$14,000 on design per multiple verbal instructions in person, with preliminary drawings, from a city of Colleyville employee before the process began. This employee is no longer employed at the city. Complete re-design will cost large amounts of additional time and money.

Thank you in advance for your sincere consideration,

Mike and Angela Meierhofer

FILE COPY

RECEIVED

SEP 16 2016

Per

Statement of Planning Objectives

Meierhofer Residence Planning Objective

The plan is to build a detached garage and pool house on our property. The garage will be a two car garage and the pool house will be attached to the garage. It is a two story pool house maximizing square footage. The house will be approximately 1900 square feet. This is an improvement to our home and neighborhood.

There are other homes in our neighborhood that have accessory buildings that exceed the maximum square footage as well. Some were existing and others were built in recent years.

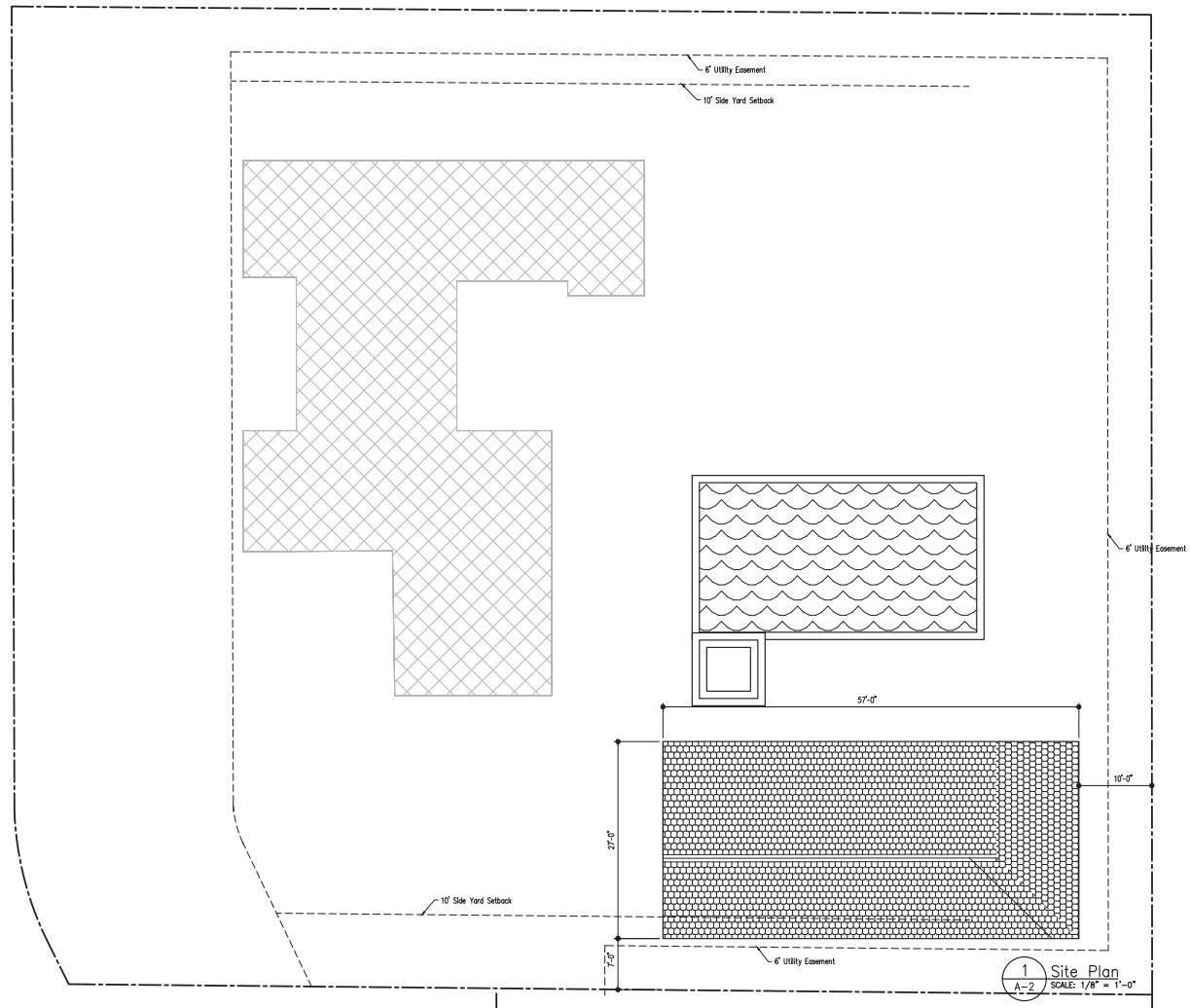
FILE COPY

RECEIVED

AUG 05 2016

Per

Site Plan



1 Site Plan
A-2 SCALE: 1/8" = 1'-0"

Larsen Dye Associates Architects
114 S. Main Street, Suite 100
Longview, Texas 75602-3917
(972) 331-1130 (phone)
(972) 331-2188 (fax)
info@larsendye.com
www.larsendye.com
Architects - A, Registered Professional
Member, American Institute of Architects



POOL HOUSE ADDITION
Meierhofer Residence
6001 Quality Hill Rd
COLLEYVILLE, TEXAS 76034

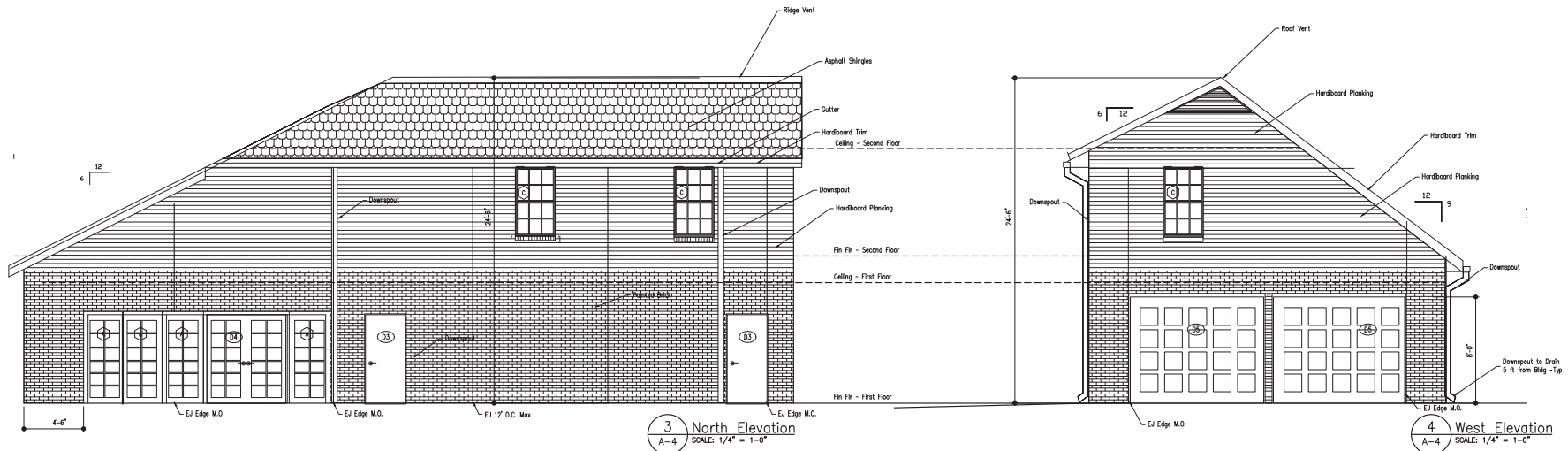
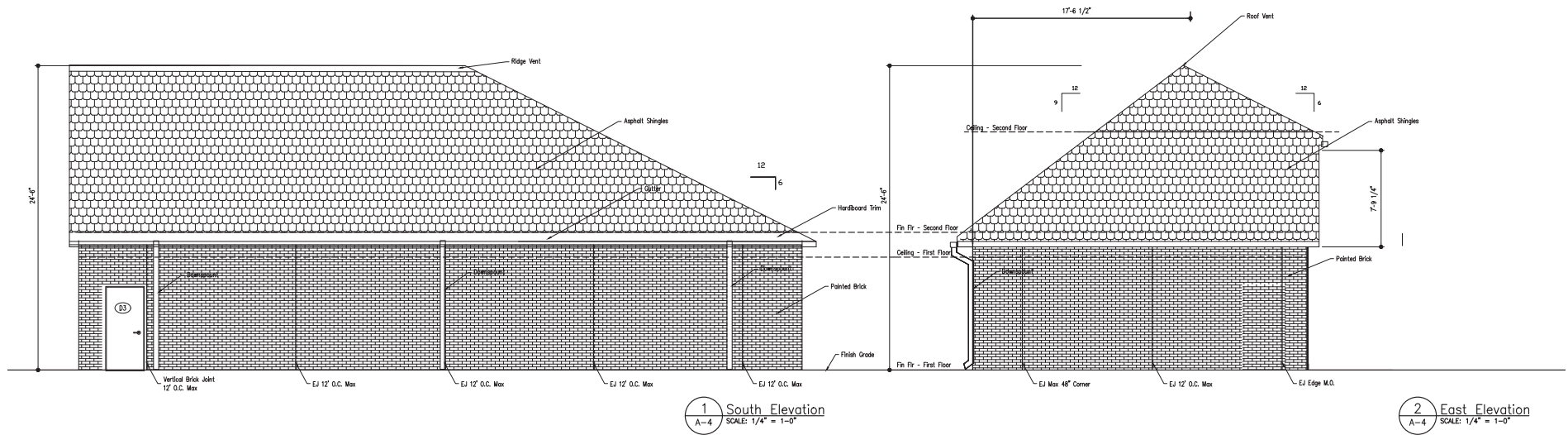
Job No. 1616
Issue Date: 10.26.2016
Drawn by: STAFF
Checked by: STAFF

SHEET TITLE
Site Study

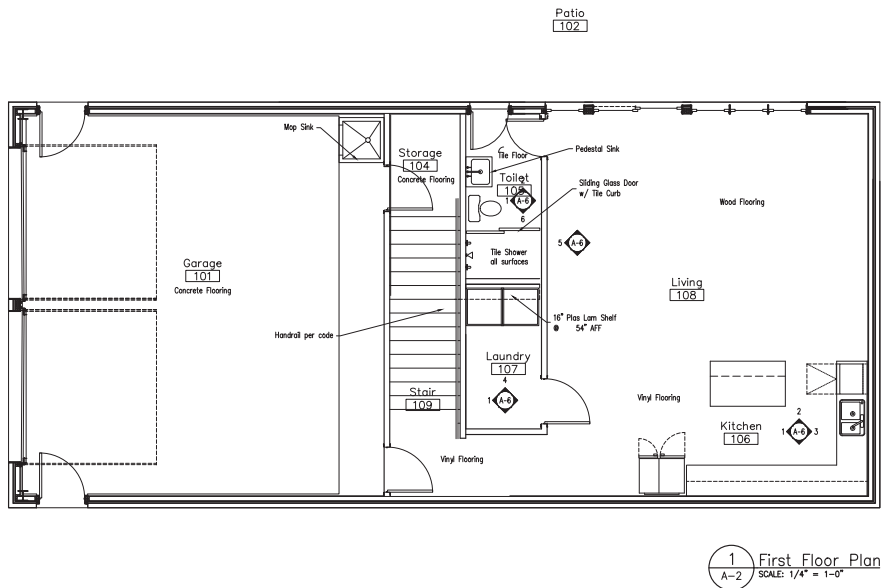
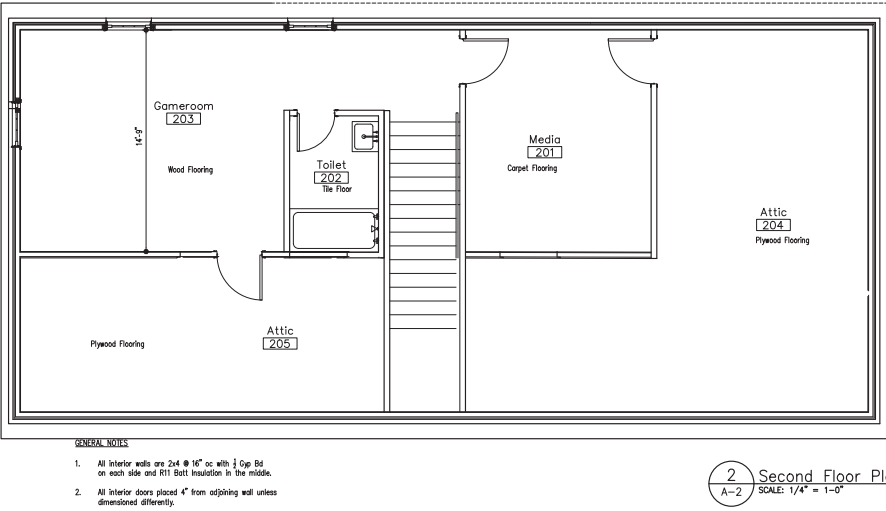
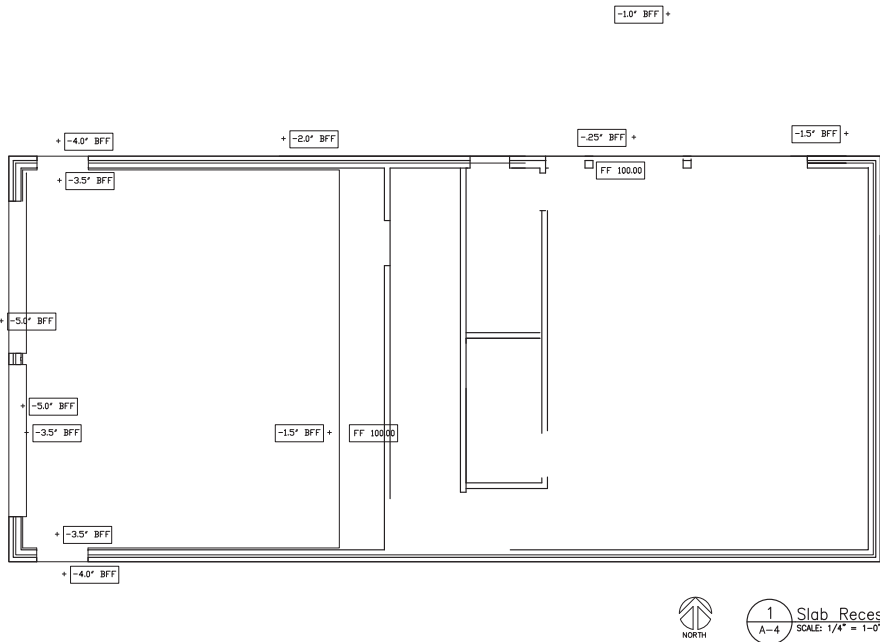
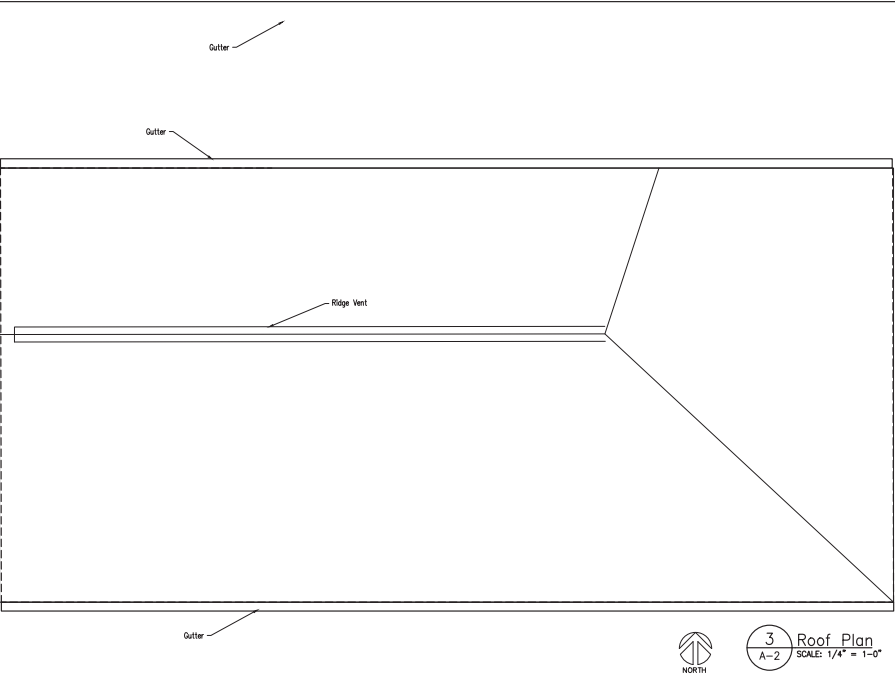
SHEET NO.
A-2

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Building Elevations and Floorplans



Building Elevations and Floorplans



Larsen Dye Associates Architects
114 Westinghouse Blvd., Suite 100
Spring, TX 78082-3977
(972) 331-1330
larsendye.com
Architects - A, Registered Professional
Member: American Institute of Architects

LDA
ARCHITECTS

REGISTERED ARCHITECT
STATE OF TEXAS
11/09/2016

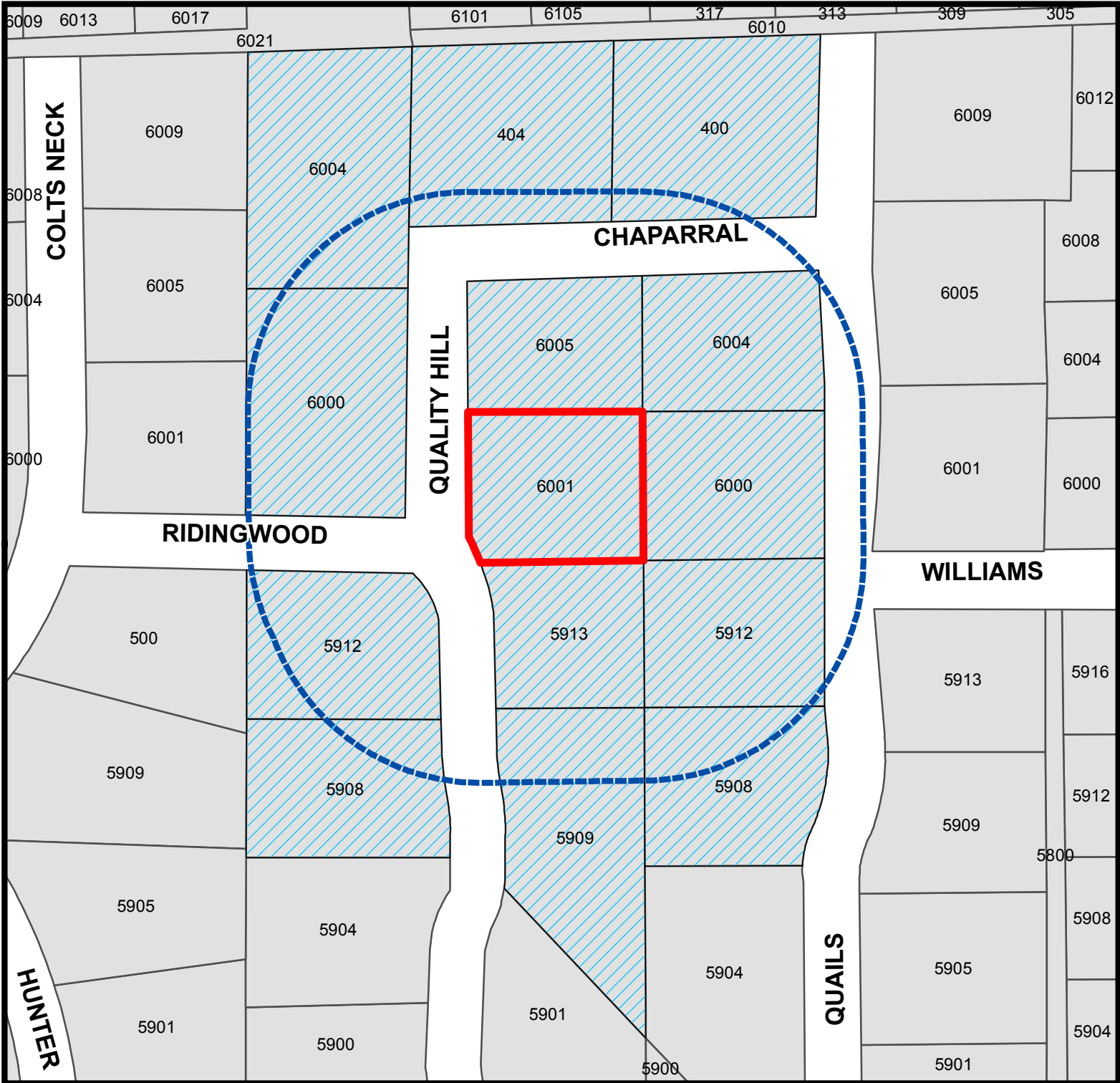
POOL HOUSE ADDITION
Meierhofer Residence
6001 Quality Hill Rd
COLLEGEVILLE, TEXAS 76034

Job No. 1616
Issue Date: 11/09/2016
Drawn by: STAFF
Checked by: STAFF
THIS OUTLINE SET WAS
PREPARED BY, OR
UNDER THE SUPERVISION
OF: TEXAS ARCHITECT
Richard A. Larsen, AIA
REG NO. 6291

SHEET TITLE
Plans
SHEET NO.
A-3

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NOTIFICATION MAP



ZC16-013

6001 QUALITY HILL ROAD



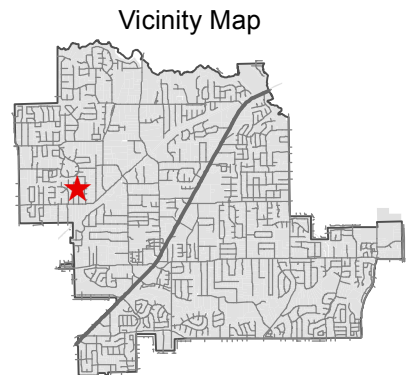
1 inch = 125 feet



Subject Property

200ft Buffer

Properties within 200ft



Vicinity Map

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Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
MEIERHOFER, MICHAEL	6001 QUALITY HILL RD	COLLEYVILLE, TX	76034	6001 QUALITY HILL RD
GEORGE, JAMES P	5908 QUALITY HILL RD	COLLEYVILLE, TX	76034	5908 QUALITY HILL RD
KIEWEG, KENNETH	5912 QUAILS PATH	COLLEYVILLE, TX	76034	5912 QUAILS PATH
GARVIN, BILLY RAY	5908 QUAILS PATH	COLLEYVILLE, TX	76034	5908 QUAILS PATH
SCHEPPY, EDWIN C	400 CHAPARRAL ST	COLLEYVILLE, TX	76034	400 CHAPARRAL ST
WHITE, DARYL H	5909 QUALITY HILL RD	COLLEYVILLE, TX	76034	5909 QUALITY HILL RD
FITZPATRICK, ALVIN A	404 CHAPARRAL ST	COLLEYVILLE, TX	76034	404 CHAPARRAL ST
COLLINS, ROBERT	5912 QUALITY HILL RD	COLLEYVILLE, TX	76034	5912 QUALITY HILL RD
LAND, KELCEY J	6004 QUAILS PATH	COLLEYVILLE, TX	76034	6004 QUAILS PATH
FREEMAN, FREDERICK D	5913 QUALITY HILL RD	COLLEYVILLE, TX	76034	5913 QUALITY HILL RD
KIDWELL, MARK D EST	6005 QUALITY HILL RD	COLLEYVILLE, TX	76034	6005 QUALITY HILL RD
USRY, CONRAD MORRIS	6000 QUAILS PATH	COLLEYVILLE, TX	76034	6000 QUAILS PATH
CHWA, RICHARD	6000 QUALITY HILL RD	COLLEYVILLE, TX	76034	6000 QUALITY HILL RD
ZEBROWSKI, MARK SHAVER	6004 QUALITY HILL RD	COLLEYVILLE, TX	76034	6004 QUALITY HILL RD
REMINGTON PARK HOA	5751 KROGER DRIVE	KELLER, TX	76244	COURTESY NOTICE
MEIERHOFER, MICHAEL	6001 QUALITY HILL RD	COLLEYVILLE, TX	76034	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed
Friday, October 28, 2016 by Araceli
Botello

ORDINANCE O-16-1999

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING OF LOT 9, BLOCK 2, OF THE BRIARWOOD-COLLEYVILLE ADDITION, LOCATED AT 6001 QUALITY HILL ROAD, BY AUTHORIZING A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit for an accessory building under Case No. ZC16-013; and

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

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

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

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

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

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for an accessory building on Lot 9, Block 2, of the Briarwood-Colleyville Addition, located at 6001 Quality Hill Road, as depicted on the attached Exhibit "A" and shown on Exhibit "B".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. The Special Use Permit shall apply to the construction of an accessory building.
- b. The accessory building shall not exceed 1,533 square feet in size.
- c. The accessory building shall be consistent with the building elevations as depicted on the attached Exhibit "C".
- d. The accessory building may not be used as an accessory dwelling unit.

- e. The existing 120 square foot accessory building is permitted to remain on the subject property.
- f. All requirements of the Land Development Code shall be met, except where amended herein.

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

Sec. 6. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

Sec. 8. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of December 2016.

The second reading and public hearing being conducted on the 20th day of December 2016.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20th day of December 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:

Whitt L. Wyatt
City Attorney

6013 6017 6021 6101 PUD-R 6105 317 313 309

6009 6004 404 400 6009

6005 6000 6005 6001 6000

RIDINGWOOD CHAPARRAL QUAIL WILLIAMS

500 5912 5913 5912 5909 5908 5905 5904 5909 5908 5904

6001 R-20 6000

QUALITY HILL

CITY OF COLLEYVILLE TEXAS

ZC16-013

6001 QUALITY HILL ROAD

Subject_Property

1 inch = 104 feet

Vicinity Map

Exhibit "B" – Site Plan

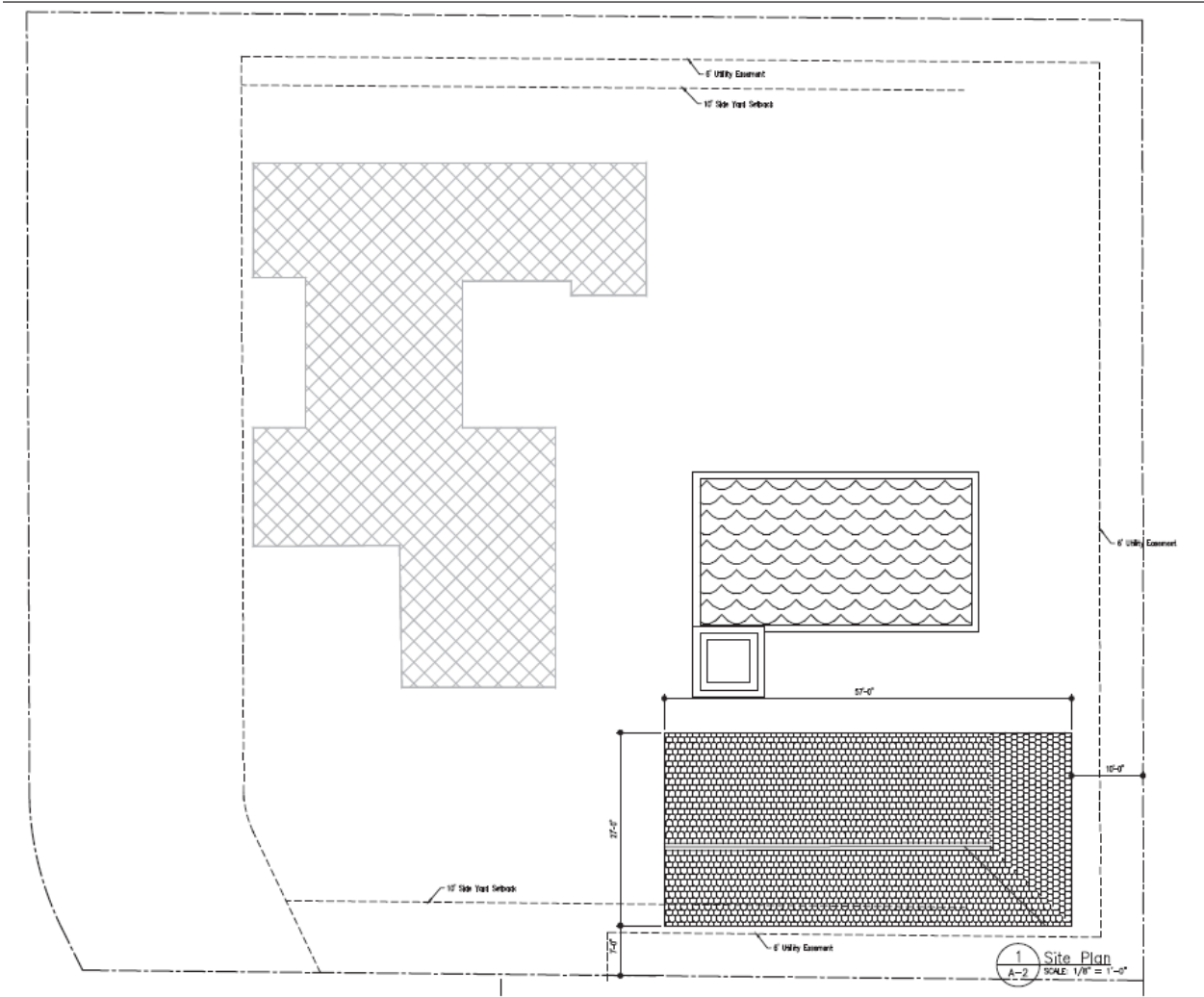
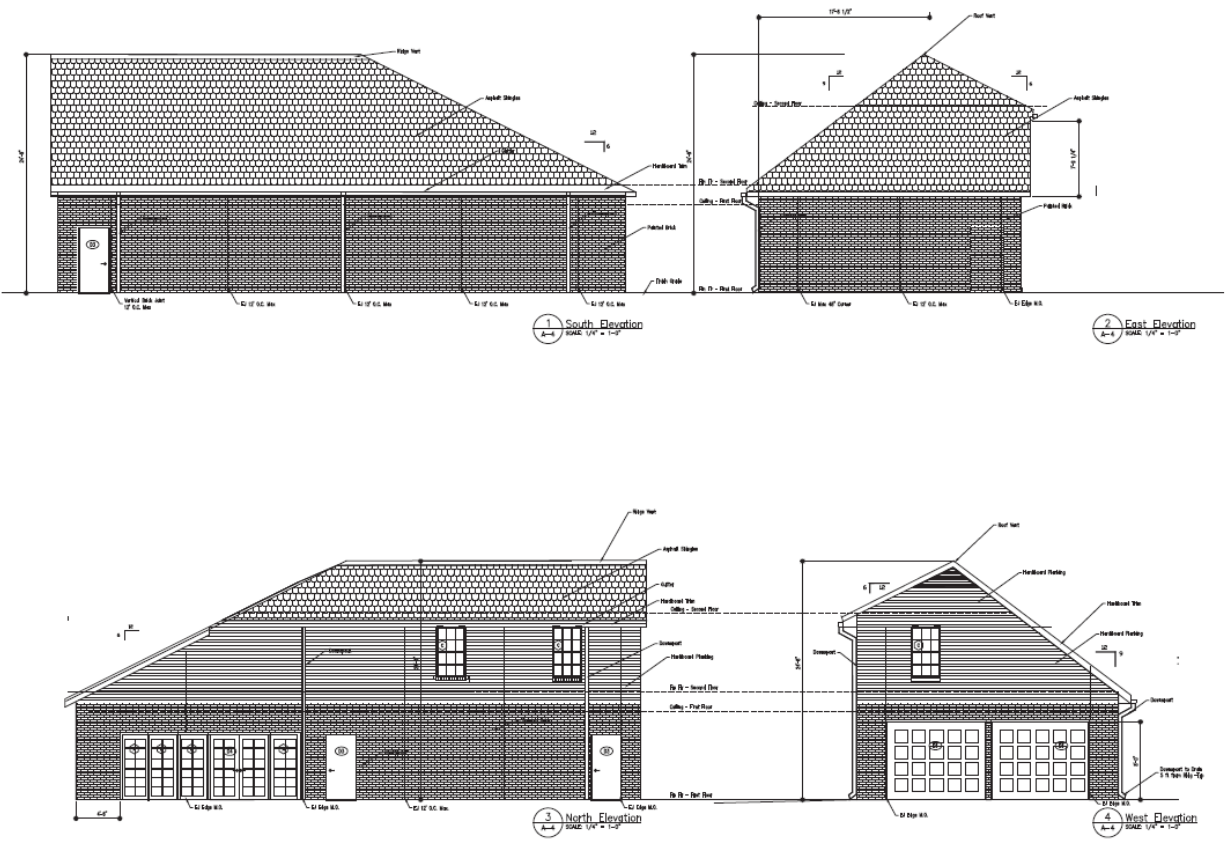


Exhibit "C" – Elevations





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5b

Agenda Date 12/20/2016

Number Ordinance O-16-2000

Type Ordinance

Department Community Development

Title

Consideration of a Special Use Permit for an accessory building larger than permitted on Lot 3, Block 2, of the Jewell Estates Addition, located at 6603 Diamond Court, Case ZC16-018

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Second Reading and Public Hearing

There was one speaker in support of this item at the December 6, 2016 City Council Meeting.

First Reading and Public Hearing

Alex Von Lange, the applicant, has submitted a request for a Special Use Permit (SUP) to construct a 1,500 square foot accessory building (garage/storage building) at 6603 Diamond Court. The SUP is being requested because the total square footage for the accessory building will exceed the maximum square footage allowed.

Existing Conditions/Background: The subject property is zoned R-40 Single Family Residential district and generally located on the east side of Diamond Court, south of Emerald Drive, and north of Tinker Road. The subject property is a platted lot of the Jewell Estates Addition and currently developed with one single family home and one, 192 square foot accessory building, which is proposed to be removed.

Proposed Special Use Permit Request:

Request – The applicant is requesting approval of a Special Use Permit to allow for the construction of an accessory building. The proposed building will exceed the total square footage permitted on the subject property.

Ordinance – Section 3.27 Accessory Buildings and Residential Carport Regulations of the Land Development Code establishes the maximum size and number of accessory buildings permitted on a residential lot:

"2. Maximum Size and Number of Buildings:

- 1. The maximum number of accessory buildings allowed per lot shall be three (3)*

buildings. In addition, the combined square footage of all accessory buildings shall not exceed the maximum square footage specified in the following table.

Maximum Square Footage of all Accessory Buildings				
Lot Size	Under .5 ac	.5– .99 ac.	1 – 2.99 ac.	3+ ac.
Total s. f.	750 s. f.	1,000 s. f.	1,750 s. f.	2,500 s. f.

- 1. For the purpose of this Section, the size of an accessory building shall be the square footage of the building footprint.*
- 2. An application to exceed the total square footage shown in the above table may be approved as a Special Use Permit (SUP)."*

Analysis – The proposed accessory structure does not comply with the following provisions of the Land Development Code:

1. Section 3.27(A)2 – Maximum Size and Number of Buildings:

For lots ranging from 0.5 to 0.99 acres in size, the maximum size allowed for all accessory buildings on the site is 1,000 square feet. The subject property is 42,964 square feet, or 0.99 acres. The proposal up for consideration requests to construct an accessory building 1,500 square feet in size. This total exceeds the maximum 1,000 square feet allowed by 500 square feet. It should be noted that the subject property falls 596 square feet below one acre. As noted in the table above, lots one acre in size are permitted to have a total of 1,750 square feet.

The applicant plans to construct the accessory building on the rear portion of the property, approximately 12 feet six inches (12' 6") from the side property line and 96 feet from the rear property line. The accessory building will be located entirely behind the primary residence and access will be provided via a new extension to the existing concrete driveway. The proposed height is 14 feet to the top plate of the exterior wall. The proposed accessory structure does not penetrate the vertical height envelope and meets the required side and rear yard setbacks, respectively.

The applicant has indicated that the proposed building will be constructed of metal siding with stone veneer at the base along the front and south elevations.

The proposed accessory building complies with all other requirements of Section 3.27. The site plan and elevations have been included as attachments.

Surrounding Development: The properties to the north, south, and west are zoned R-40 Single Family Residential district and developed with single family homes. The properties to the east are zoned R-30 Single Family Residential district and developed with single family homes.

Public Notification: Staff mailed notices to all property owners within 200 feet as well as any Homeowners Associations within 500 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. To date, no correspondence has been received.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of this request at the November 14, 2016 meeting by a vote of 7-0.

Staff Recommendation: The applicant proposes to construct a detached accessory building which will exceed the square footage allowed by the Land Development Code. As stated above, the subject property is only 596 square feet less than one acre, which would permit 1,750 square feet of accessory building. The proposal up for consideration is for a 1,500 square foot accessory building. Although this exceeds the permitted square footage, it is consistent with the amount permitted on neighboring properties. In addition, the building meets all height and setback requirements for the R-40 district. Therefore, given the location, height, size, and lot area, staff recommends approval.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Statement of Planning Objectives
4. Site Plan
5. Building Elevations
6. Photos Provided by Applicant
7. Notification Map
8. Notification List
9. Speaker Cards - Support
10. Speaker Card- Opposition
11. Ordinance O-16-2000

AERIAL MAP



ZC16-018

6603 DIAMOND COURT

 Subject Property



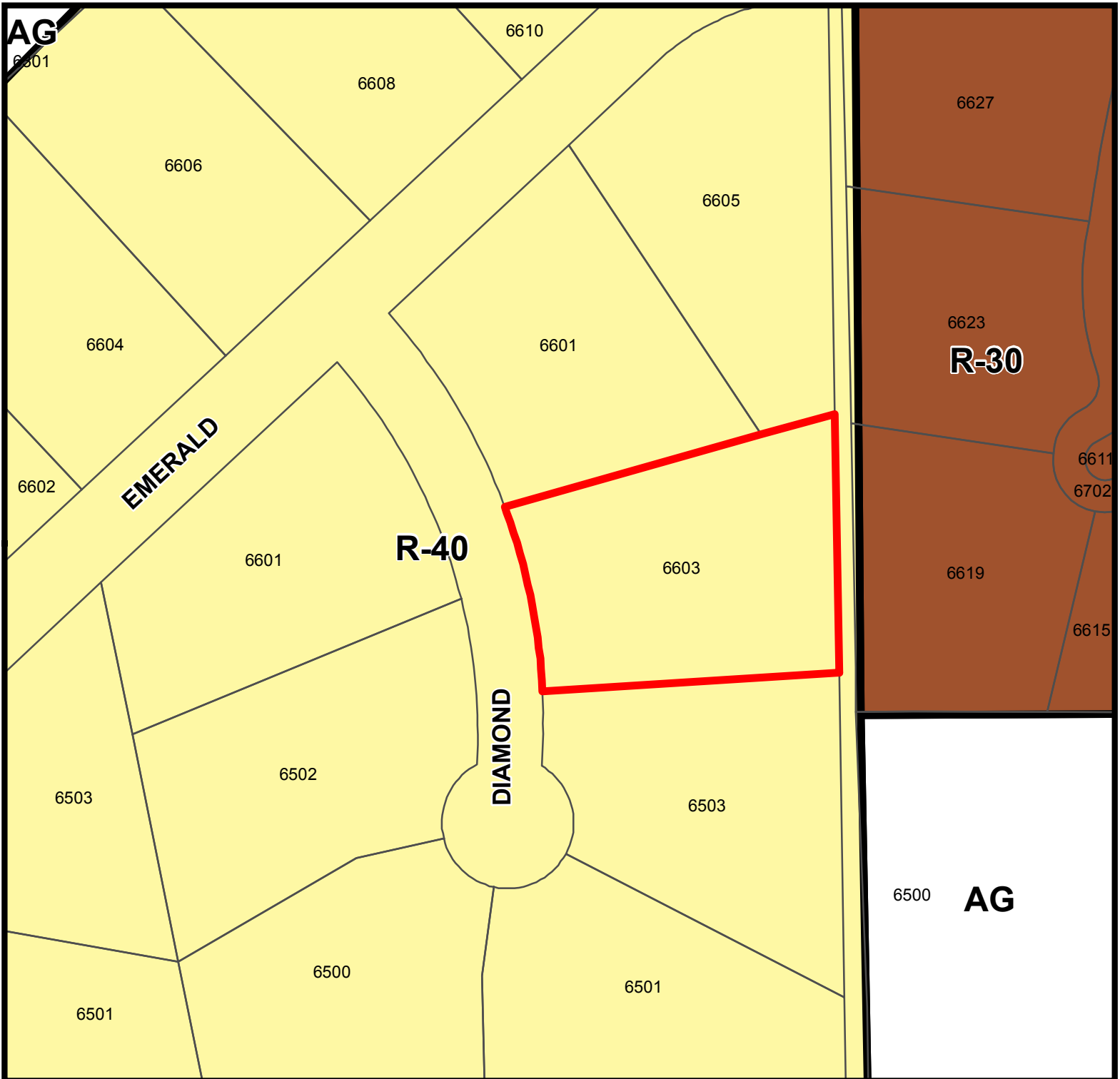
1 inch = 104 feet

Vicinity Map



DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

ZONING MAP



ZC16-018

6603 DIAMOND COURT

- Subject Property
- AG Agricultural
- R-30 Single Family Residential (30,000 sq. ft. min)
- R-40 Single Family Residential (40,000 sq. ft. min)



1 inch = 104 feet

Vicinity Map



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Statement of Planning Objectives

Application for SUP Accessory Building

Presented by G. Alex von Lange

- Remove Existing 192sq.ft. building in back of property (see attached picture)
- Request is for a 1500 sq.ft. Accessory Building
- Property size is .986 acres = 42,963sq.ft which is short 596sq.ft. to equal a full acre
- Original Plan was to have accessory building 10' from the side of the existing residential structure, which is 2900sq.ft. Approximately. This would have made it part of the existing structure per Section 3.27 Land Development Code Line Item3,b Attached Accessory Building. This plan did not work out due to the possibility of damaging Post Oak Tree (picture attached)
- Building would also be used for storage and maintaining my antique automobiles, store lawn equipment, store personal items.
- Building would also have a Solar Panel System installed to make the home more independent of fossil fuels and more energy efficient (shown on Southside elevation)
- Building construction would be as follows;
 - West side would be metal with a stone precast fascia one garage door
 - South side would be metal with a stone fascia one 32" door, Solar Panels across Southside roof to meet the south east installation requirements
 - East side would be all metal (not visible from street) one garage door
 - North side would be all metal (not visible from street)

Site Plan

**B & D
SURVEYING, INC.**

FIRM NO. 101247-00



P.O. BOX 28024
LEWISVILLE, TEXAS 76039
PHONE: 972-251-3838
bandsurveying@verizon.net

DATE: 04/01/2016

B & D JOB #: 1603086

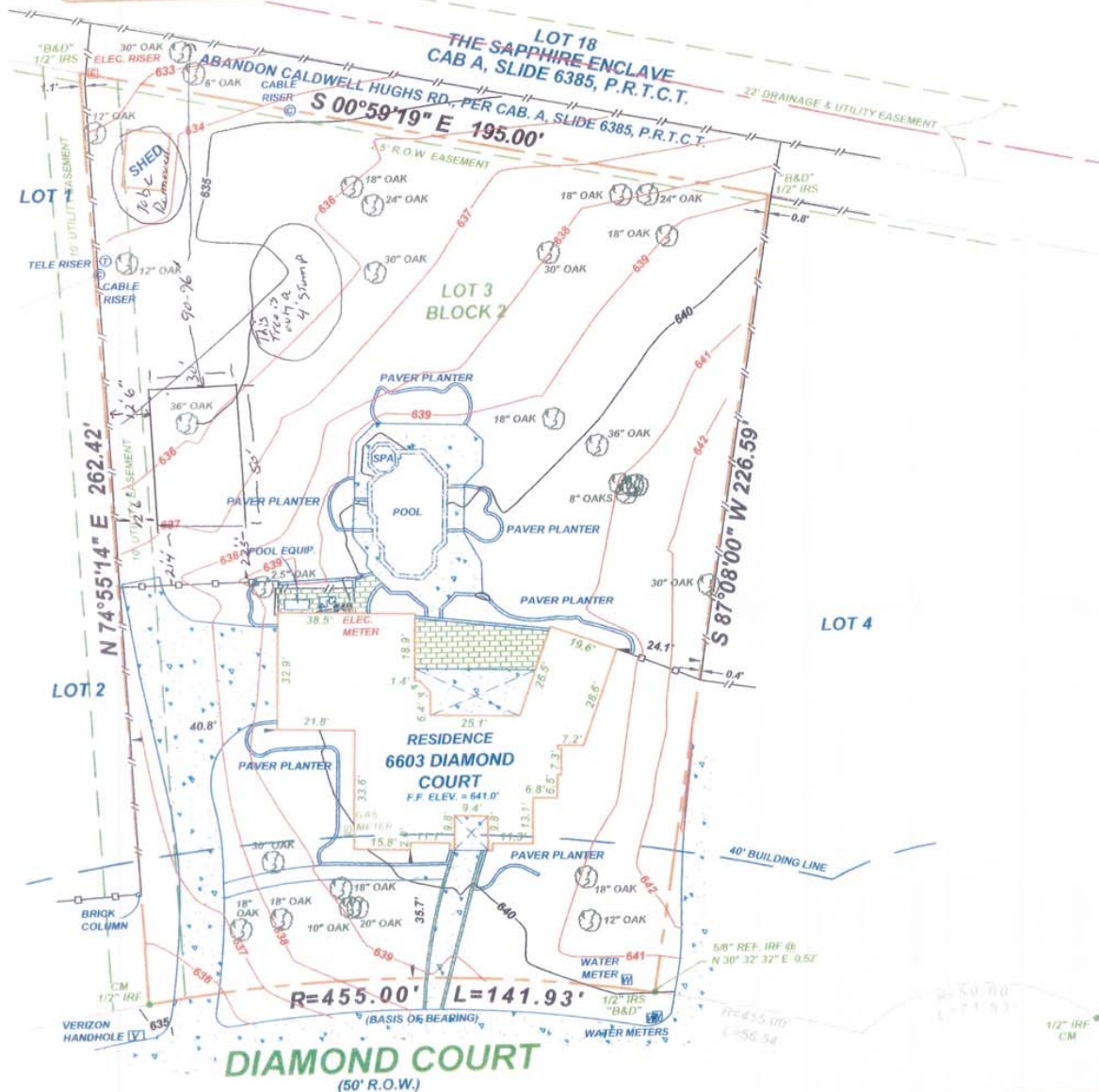
TECH: JT/BJB/MRD

LEGEND	
CONCRETE	WOOD FENCE
BRICK	WROUGHT IRON FENCE
TILE	BRICK WALL
WOOD	STONE WALL
PAVERS	OVERHEAD TELEPHONE LINE
"RPLS 3688" = RED CAP	OVERHEAD ELECTRIC LINE
STAMPED "RPLS 3688"	IRF(S) = IRON ROD FOUND (SET)
W/YC = WITH YELLOW CAP	IRP = IRON PIPE FOUND
WFPC = WOOD FENCE POST COR	CM = CONTROLLING MONUMENT
	FD = FOUND MON.

TOPOGRAPHIC SURVEY

COPYRIGHT © 2016 B & D SURVEYING INC. ALL RIGHTS RESERVED

ALEX VON LANGE
6603 DIAMOND COURT
COLLEYVILLE, TX 76034



PROPERTY DESCRIPTION

6603 DIAMOND COURT, BEING LOT 3, BLOCK 2, OF JEWELL ESTATES, AN ADDITION TO THE CITY OF COLLEYVILLE, TARRANT COUNTY, TEXAS, ACCORDING TO THE PLAT THEREOF RECORDED IN UNDER VOL. 388-170, PG. 75, PLAT RECORDS, TARRANT COUNTY, TEXAS.

SURVEYORS CERTIFICATION

THE UNDERSIGNED DOES HEREBY CERTIFY THAT THIS SURVEY WAS THIS DAY MADE ON THE GROUND OF THE PROPERTY LEGALLY DESCRIBED HEREON, IS CORRECT, AND TO THE BEST OF MY KNOWLEDGE THERE ARE NO VISIBLE DISCREPANCIES, CONFLICTS, SHORTAGES IN AREA, BOUNDARY LINE CONFLICTS, ENCROACHMENTS, OVERLAPPING OF IMPROVEMENTS AND EASEMENTS OF RIGHT-OF-WAY THAT I HAVE BEEN ADVISED OF EXCEPT AS SHOWN HEREON. SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY.

FLOOD STATEMENT

THE PROPERTY DESCRIBED HEREON IS NOT WITHIN A SPECIAL FLOOD HAZARD AREA ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP PANEL NO. 48439C0085 K PRESENT EFFECTIVE DATE OF MAP SEPTEMBER 25, 2006, HEREIN PROPERTY SITUATED WITHIN ZONE X (UNSHADED).

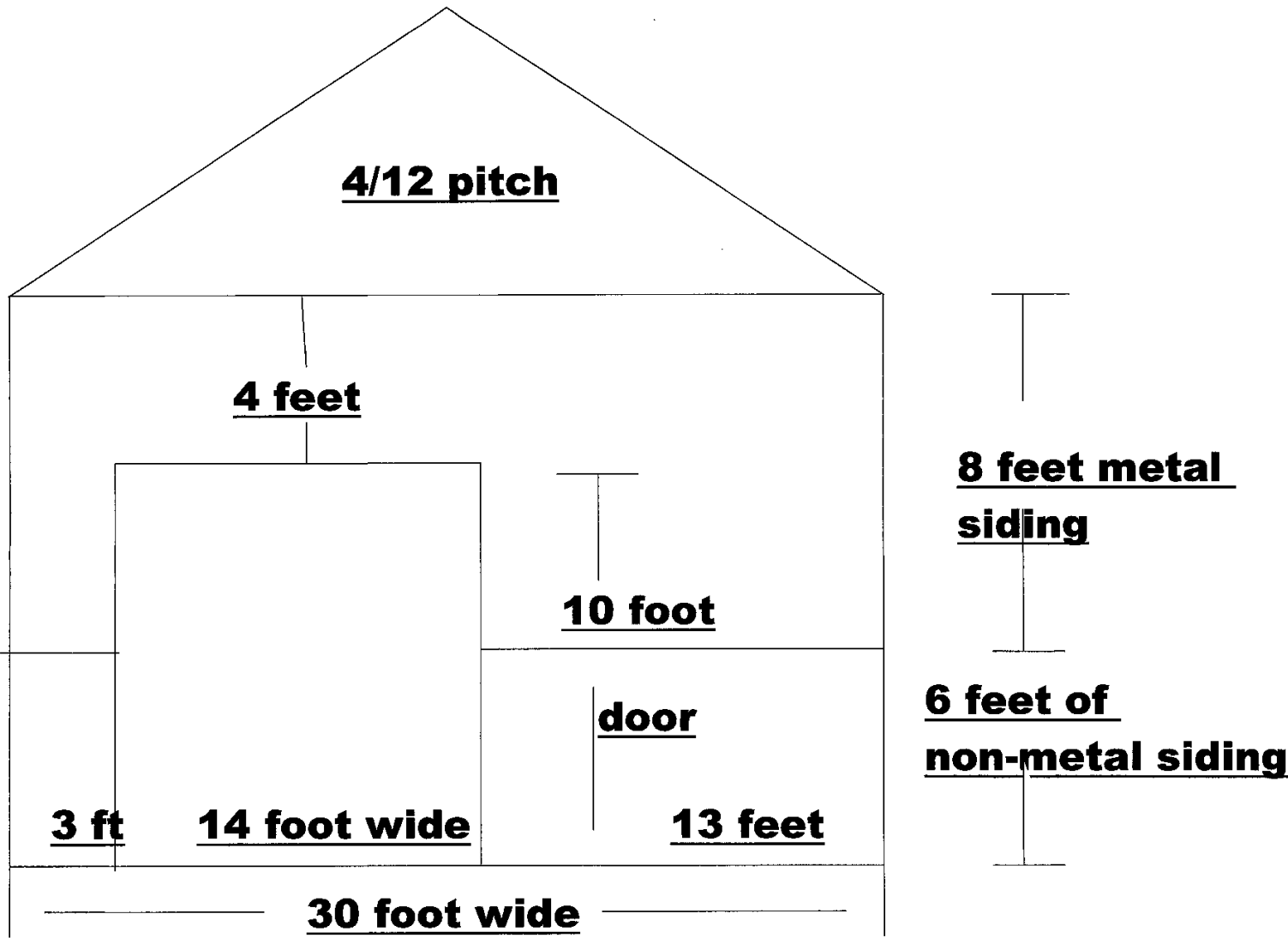
GENERAL NOTES

- 1.) THE BASIS OF BEARING FOR THIS SURVEY WAS DERIVED FROM DATA PROVIDED ON THE RECORDED PLAT.
- 2.) THERE ARE NO VISIBLE CONFLICTS OR PROTRUSIONS, EXCEPT AS SHOWN.
- 3.) THIS SURVEY IS FOR THE EXCLUSIVE USE OF THE NAMED CLIENT, MORTGAGE COMPANY, TITLE COMPANY, AND IS MADE PURSUANT TO THAT ONE CERTAIN TITLE COMMITMENT UNDER THE OF NUMBER LISTED HEREON.
- 4.) AS OF THIS DATE, ALL EASEMENTS, RIGHTS-OF-WAY OR OTHER LOCATABLE MATTERS OF RECORD SHOWN OR NOTED HEREON WERE DERIVED FROM THE RECORDED PLAT, THE VESTING DEED, OR THE TITLE REPORT AND SUPPORTING DOCUMENTS. ALL SUCH ITEMS WERE OBTAINED DURING THE RESEARCH PHASE OF THIS SURVEY OR PROVIDED BY THE CLIENT/TITLE COMPANY LISTED HEREON. B & D SURVEYING, INC. MAKES NO REPRESENTATION AS TO THE ACCURACY OR COMPLETENESS OF SUCH ITEMS AND HAS MADE NO ATTEMPTS TO OBTAIN OR SHOW ANY ADDITIONAL RESTRICTIONS ON OR NEAR THIS PROPERTY PUT IN PLACE BY LOCAL MUNICIPALITIES OR ASSOCIATIONS.
- 5.) THIS SURVEY IS NOT TO BE USED FOR CONSTRUCTION PURPOSES.
- 6.) THE EXISTING UTILITIES DEPICTED HEREON ARE BASED ON FIELD LOCATION OF VISIBLE, ABOVE GROUND EVIDENCE. UNDERGROUND UTILITIES AND OTHER MINOR IMPROVEMENTS MAY EXIST THAT ARE NOT SHOWN ON THIS SURVEY. B & D SURVEYING, INC. IS NOT RESPONSIBLE FOR THE EXACT LOCATION OF SUBSURFACE UTILITIES, OR FOR ANY DAMAGES BY ANY CONSTRUCTION OR EXCAVATION ON OR NEAR SAID UTILITIES.
- 7.) VERTICAL DATUM BASED ON THE CITY OF COLLEYVILLE BENCHMARK NO. 81



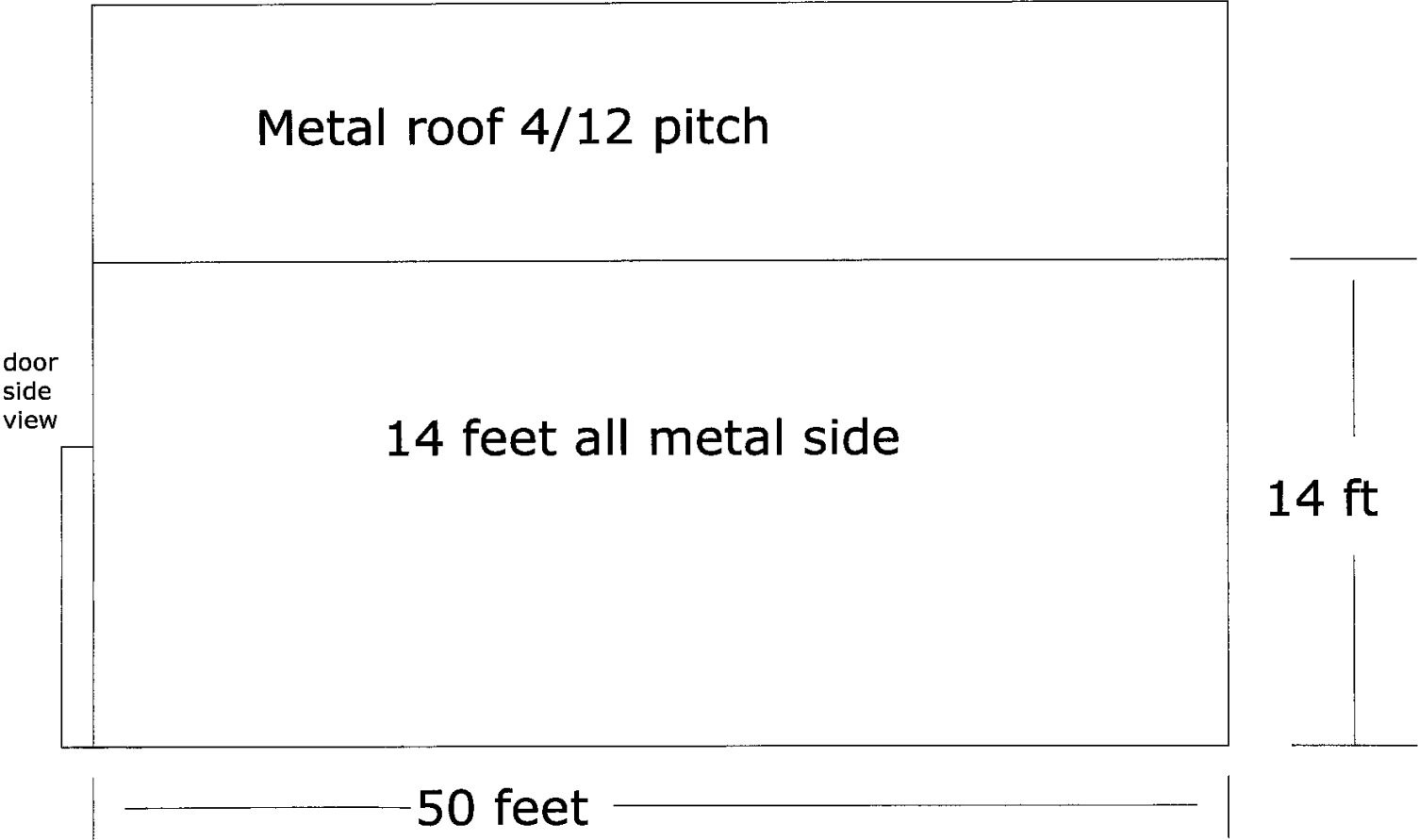
Building Elevations

Front Elevation of building



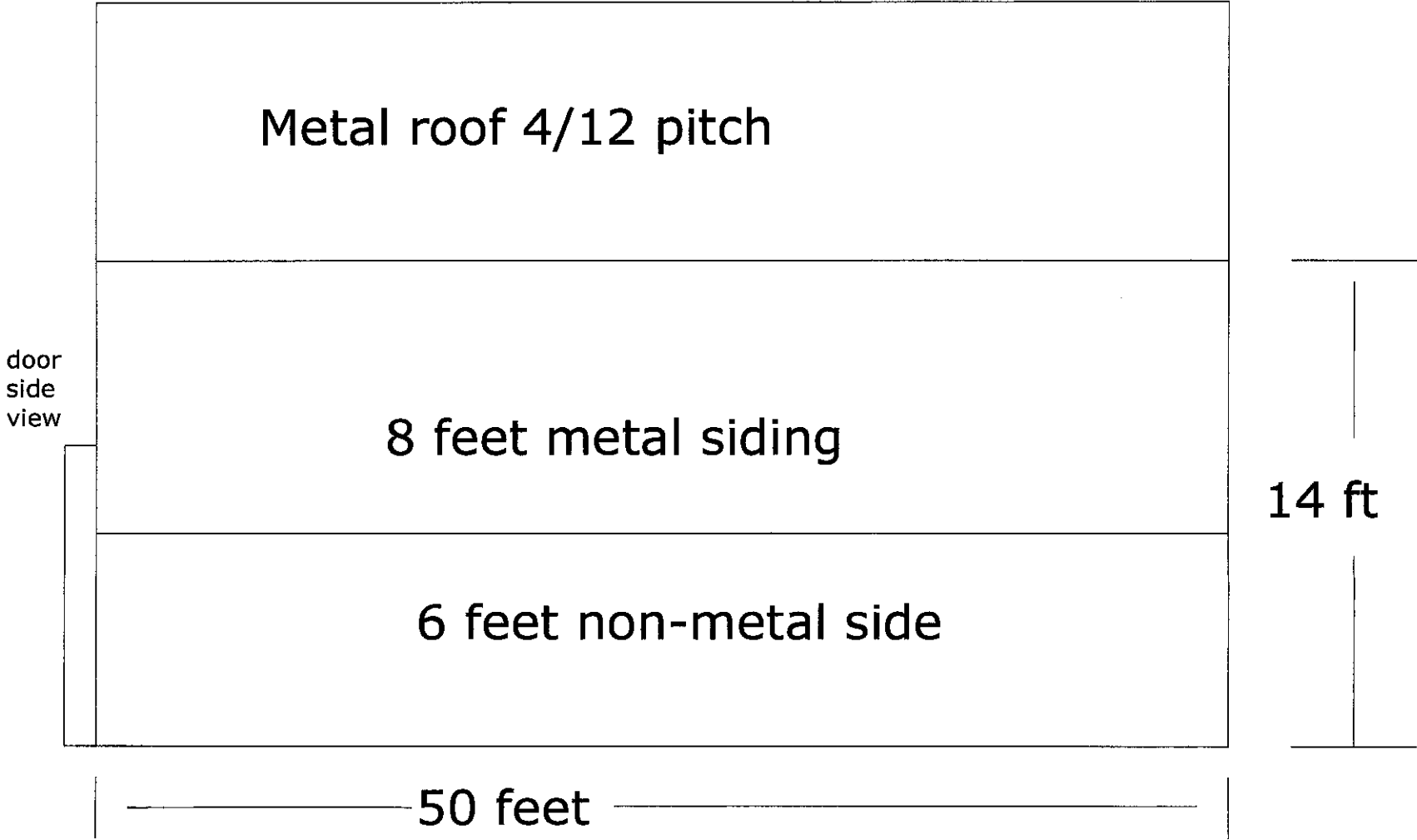
Building Elevations

Side Elevation northside

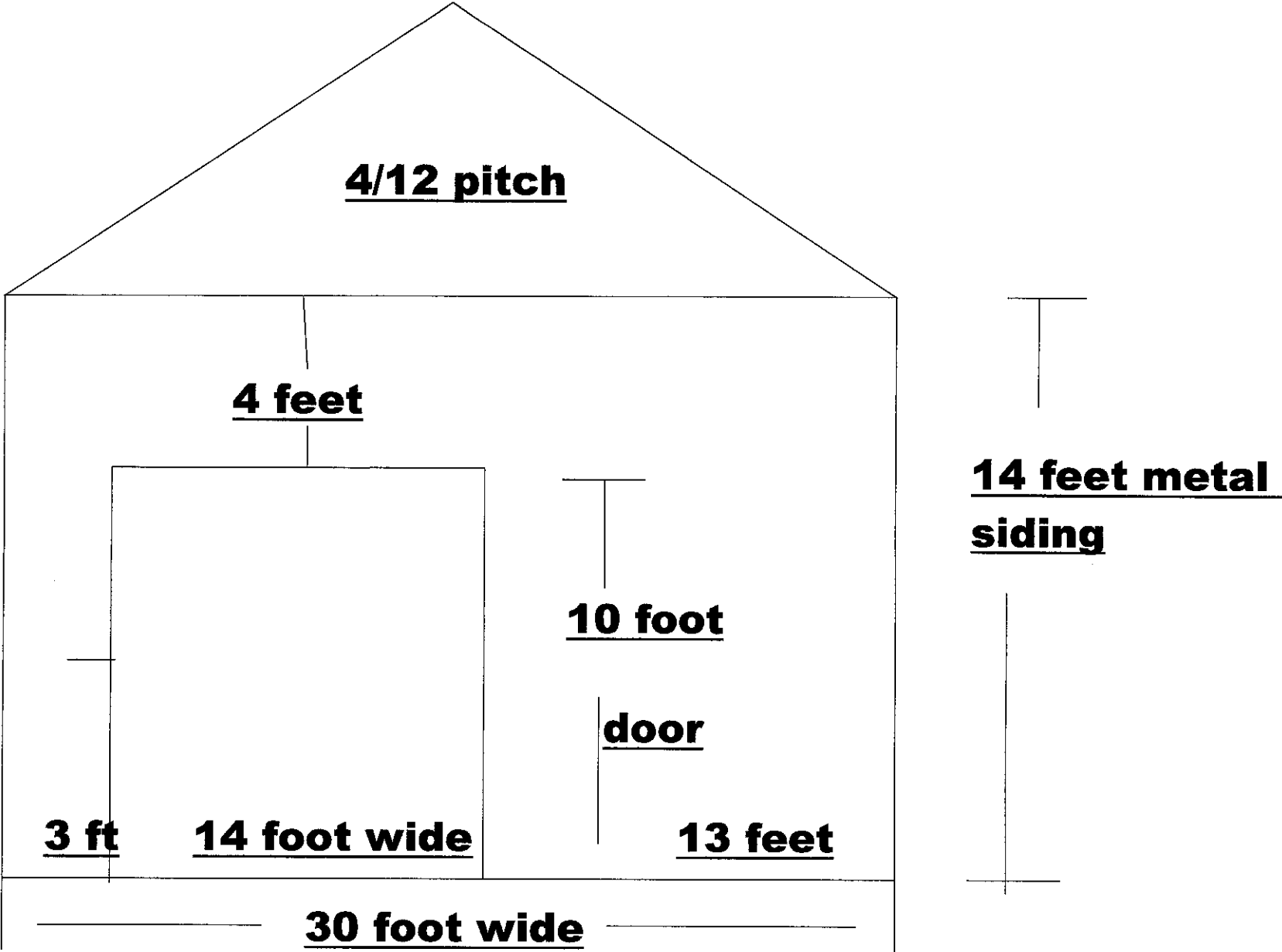


Building Elevations

Side Elevation Southside



Rear Elevation of building East side



Photos Provided by Applicant

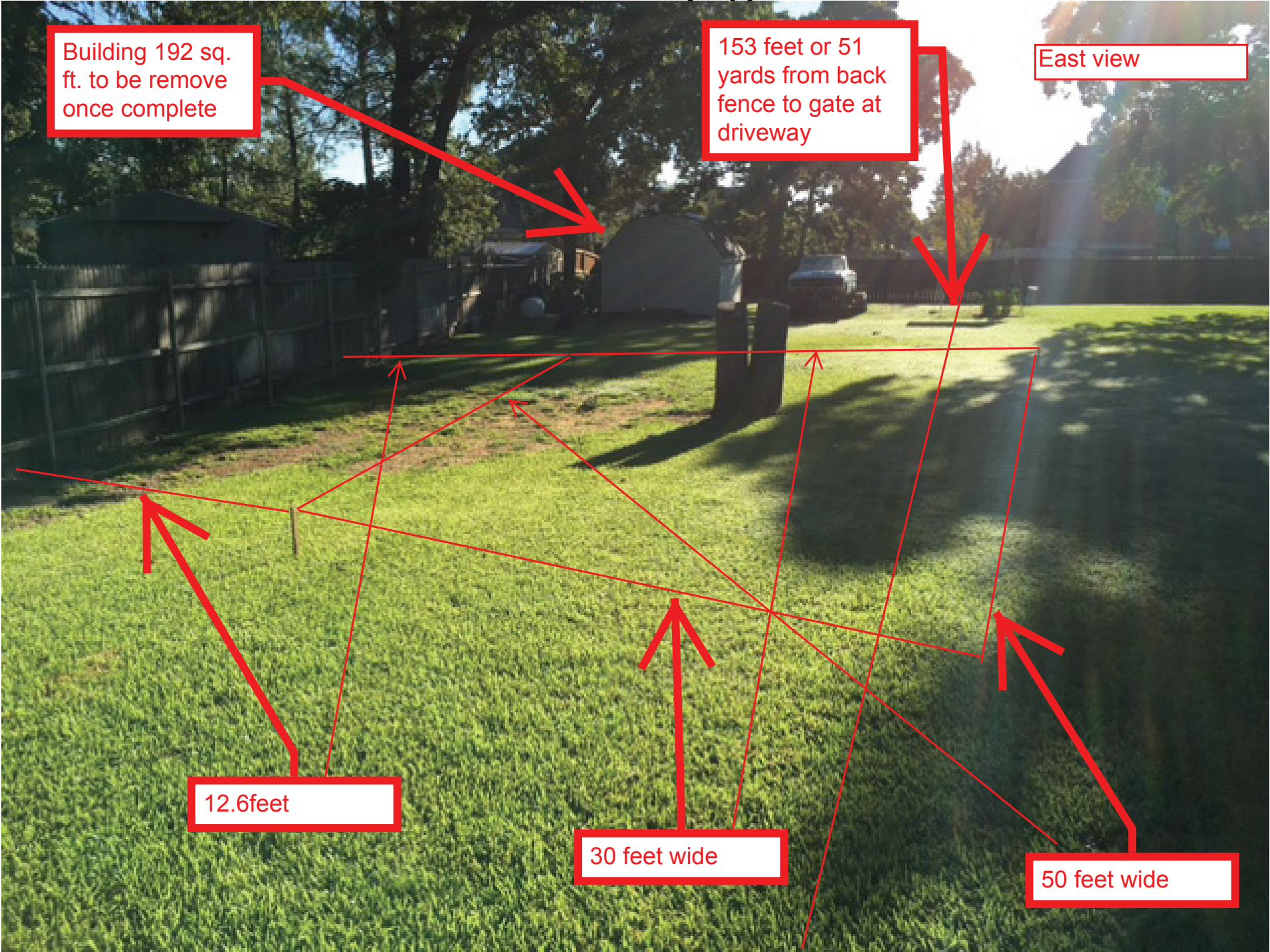


Photos Provided by Applicant



Shows landsacpe
facing south

Photos Provided by Applicant



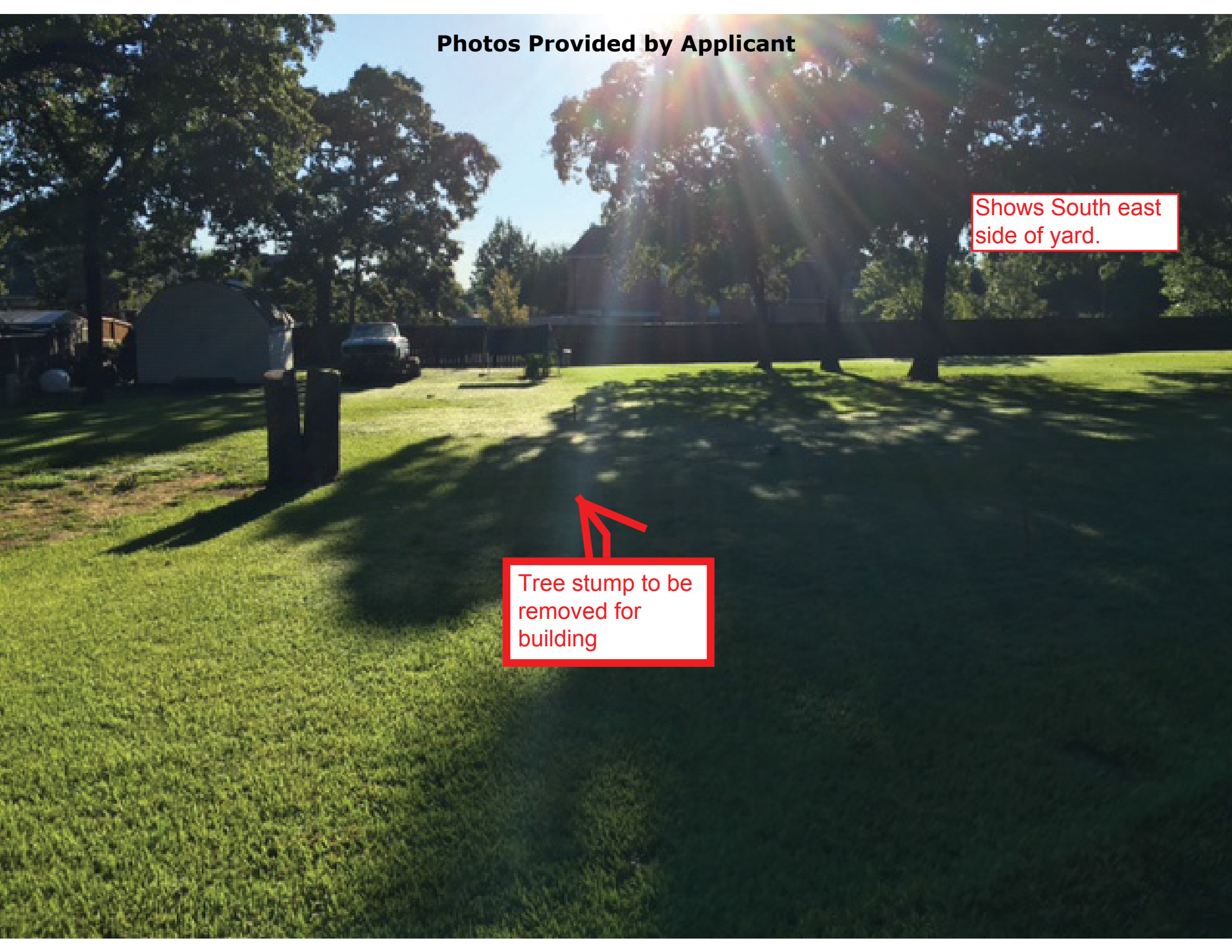
Photos Provided by Applicant



Photos Provided by Applicant

Shows South east
side of yard.

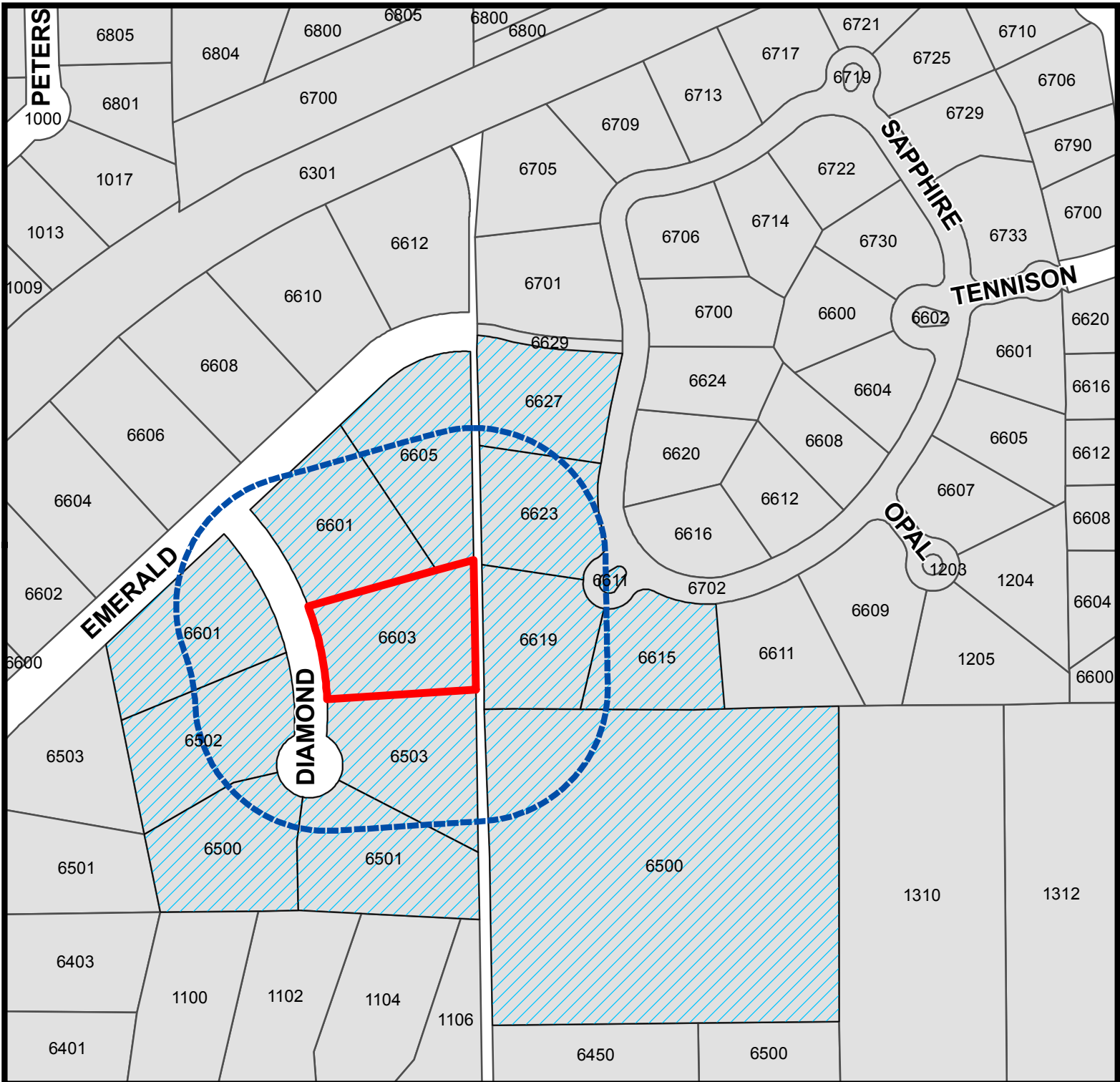
Tree stump to be
removed for
building



Photos Provided by Applicant



NOTIFICATION MAP



ZC16-018

6603 DIAMOND COURT



Subject Property



200ft Buffer



Properties within 200ft



1 inch = 208 feet

Vicinity Map



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Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
CLARK, MICHAEL D	6502 DIAMOND CT	COLLEYVILLE, TX	76034	6502 DIAMOND CT
FERGUSON, CHANDLER	6500 DIAMOND CT	COLLEYVILLE, TX	76034	6500 DIAMOND CT
HEIDINGER, RICHARD C	6503 DIAMOND CT	COLLEYVILLE, TX	76034	6503 DIAMOND CT
WATTS, BRETT M	6615 SAPPHIRE CIR S	COLLEYVILLE, TX	76034	6615 SAPPHIRE CIR S
BOORLA, SUSHRUTI	6627 SAPPHIRE CIR S	COLLEYVILLE, TX	76034	6627 SAPPHIRE CIR S
SAPPHIRE ENCLAVE HO ASSOC INC	5622 DYER ST	DALLAS, TX	75206	6702 SAPPHIRE CIR N
MAKHANI, NAZLEEN	6623 SAPPHIRE CIR S	COLLEYVILLE, TX	76034	6623 SAPPHIRE CIR S
VON LANGE, GEORGE	6603 DIAMOND CT	COLLEYVILLE, TX	76034	6603 DIAMOND CT
BRANSON, DAVID L	6619 SAPPHIRE CIR S	COLLEYVILLE, TX	76034	6619 SAPPHIRE CIR S
HEARN, JAMES W	6601 EMERALD DR	COLLEYVILLE, TX	76034	6601 EMERALD DR
ESPINOZA, LAURA	6601 DIAMOND CT	COLLEYVILLE, TX	76034	6601 DIAMOND CT
PETERSON, D M	6501 DIAMOND CT	COLLEYVILLE, TX	76034	6501 DIAMOND CT
RISCHON DEVELOPMENT CORP	6003 SUNDERLAND DR	COLLEYVILLE, TX	76034	6611 SAPPHIRE CIR S
RYAN H PALMER LTD	4909 ROCKRIMMON CT	COLLEYVILLE, TX	76034	6500 CALDWELL HUGHES RD
RYAN H PALMER LTD	4909 ROCKRIMMON CT	COLLEYVILLE, TX	76034	6500 CALDWELL HUGHES RD
MANNING, WESLEY G	6605 EMERALD DR	COLLEYVILLE, TX	76034	6605 EMERALD DR
SAPPHIRE ENCLAVE HO ASSOC INC	5751 KROGER DRIVE	KELLER, TX	76244	COURTESY NOTICE
VON LANGE, GEORGE	6603 DIAMOND CT	COLLEYVILLE, TX	76034	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed
Friday, October 28, 2016 by Araceli
Botello

Speaker Cards - Support

SPEAKER CARD

Date: 12/16/16

Agenda Item Number: 056-2000 ← Item must be completed!

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

Do you have special technology needs, such as loading photos, connecting a laptop or tablet, during your time to speak? Yes X No

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

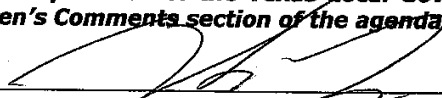
 I do not wish to speak, but please record my: **support** **opposition**

Name: George van Lange

Address: 6603 Diamond Cr

City: Collegeville

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

Signed: 

This information is a Public Record

Speaker Cards - Support

SPEAKER CARD	
Date: <u>11-14-16</u>	
☒ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition	
Agenda Item Number: <u>PC 16-012 (6B)</u>	
Name: <u>RICHARD HEADINGER</u>	
Address: <u>6503 DIAMOND CT</u>	
City: <u>COUGHLIN</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817</u>	Representing: <u>SELF</u> (organization/self)
<i>I understand I am limited to speaking for five minutes.</i>	
<i>For business not listed on the agenda as a Public Hearing, the Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.</i>	
Signed: <u>[Signature]</u>	
This information is a Public Record.	

Speaker Cards - Support

SPEAKER CARD	
Date: <u>11/14/16</u>	
☒ I will speak In Support of this item.	☒
☐ I will speak In Opposition to this item.	
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition	
Agenda Item Number: <u>6C 46B</u>	
Name: <u>George (Al) van Lange</u>	
Address: <u>6603 Diamond St.</u>	
City: <u>Colleyville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817-680-8723</u>	Representing: <u>Self</u> (organization/self)
I understand I am limited to speaking for five minutes.	
For business not listed on the agenda as a Public Hearing, the Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.	
Signed: <u>[Signature]</u>	This information is a Public Record.

Speaker Card - Opposition

Date: 11-14-16

SPEAKER CARD

A

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

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

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

Agenda Item Number: 6b

Name: Chris Collins, attorney for Ryan Palmer

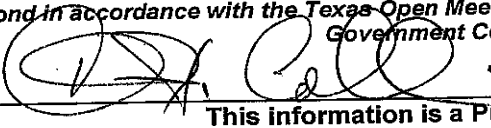
Address: Barlow Garsek & Simon, 920 Fock St., Ft. Worth, TX

City: Fort Worth State: TX Zip Code: 76107

Telephone Number: 817-731-4500 Representing: Ryan Palmer
(organization/self)

I understand I am limited to speaking for five minutes.

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

Signed: 

This information is a Public Record.

ORDINANCE O-16-2000

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING OF LOT 3, BLOCK 2, OF THE JEWELL ESTATES ADDITION, LOCATED AT 6603 DIAMOND COURT, BY AUTHORIZING A SPECIAL USE PERMIT FOR AN ACCESSORY BUILDING; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for a Special Use Permit for an accessory building under Case No. ZC16-018; and

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

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

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

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

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

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by authorizing a Special Use Permit for an accessory building on Lot 3, Block 2, of the Jewell Estates Addition, located at 6603 Diamond Court, as depicted on the attached Exhibit "A" and shown on Exhibit "B".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT the above described tract of land shall be subject to the following conditions:

1. GENERAL

- a. The Special Use Permit shall apply to the construction of an accessory building.
- b. The accessory building shall not exceed 1,500 square feet in size.
- c. The accessory building shall be consistent with the building elevations as depicted on the attached Exhibit "C".
- d. The accessory building may not be used as an accessory dwelling unit.

e. All requirements of the Land Development Code shall be met, except where amended herein.

- Sec. 5. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 6. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 7. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.
- Sec. 8. THAT it has been found that there has been a change in conditions in the above described property, it is now necessary that it be given the above zoning classification in order to permit its proper development and in order to protect the public interest, comfort and general welfare, and requires that this ordinance shall take effect immediately from and after its passage.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of December 2016.

The second reading and public hearing being conducted on the 20th day of December 2016.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20th day of December 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:

Whitt L. Wyatt
City Attorney

Exhibit "A" - Location and Zoning Map

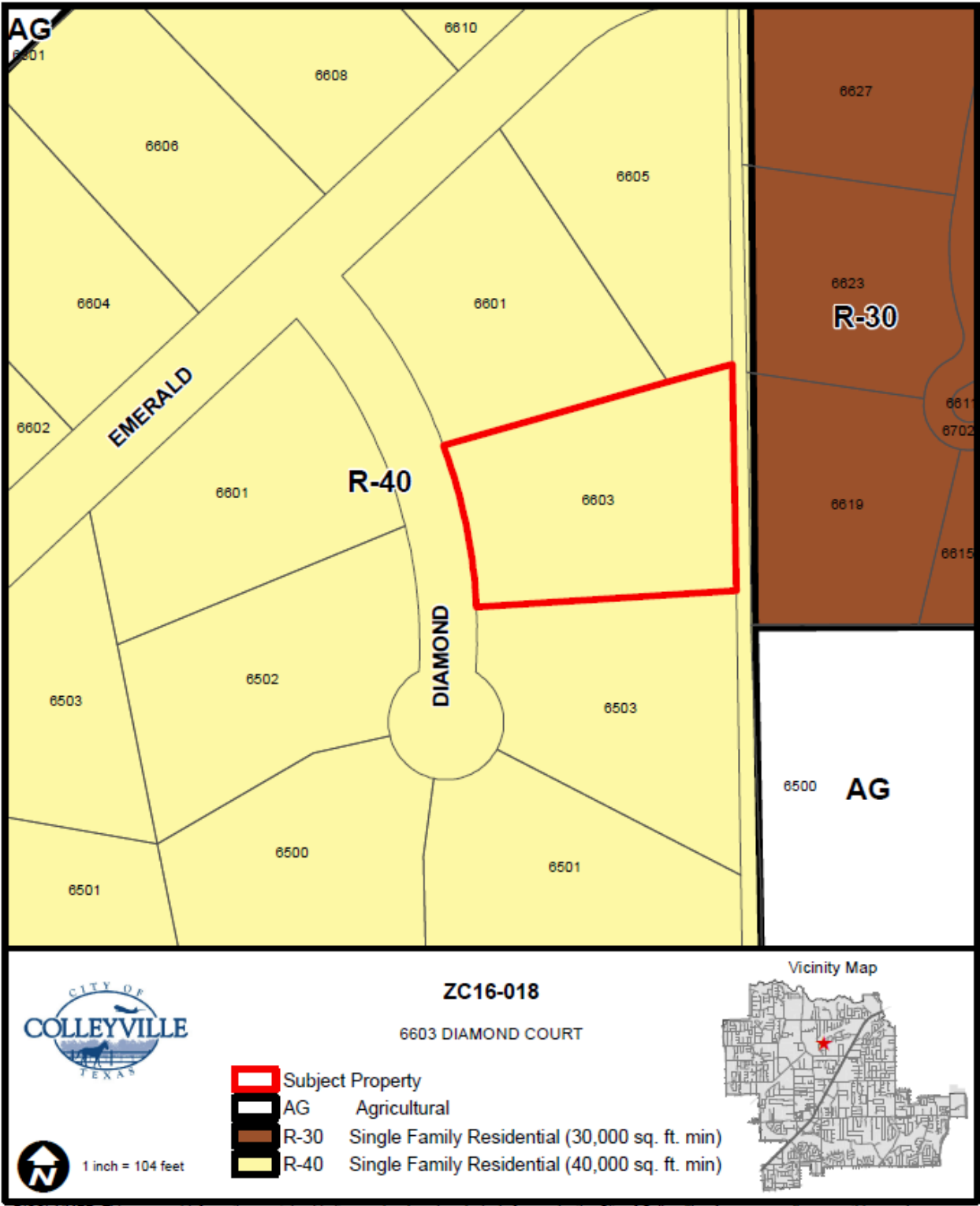


Exhibit "B" – Site Plan

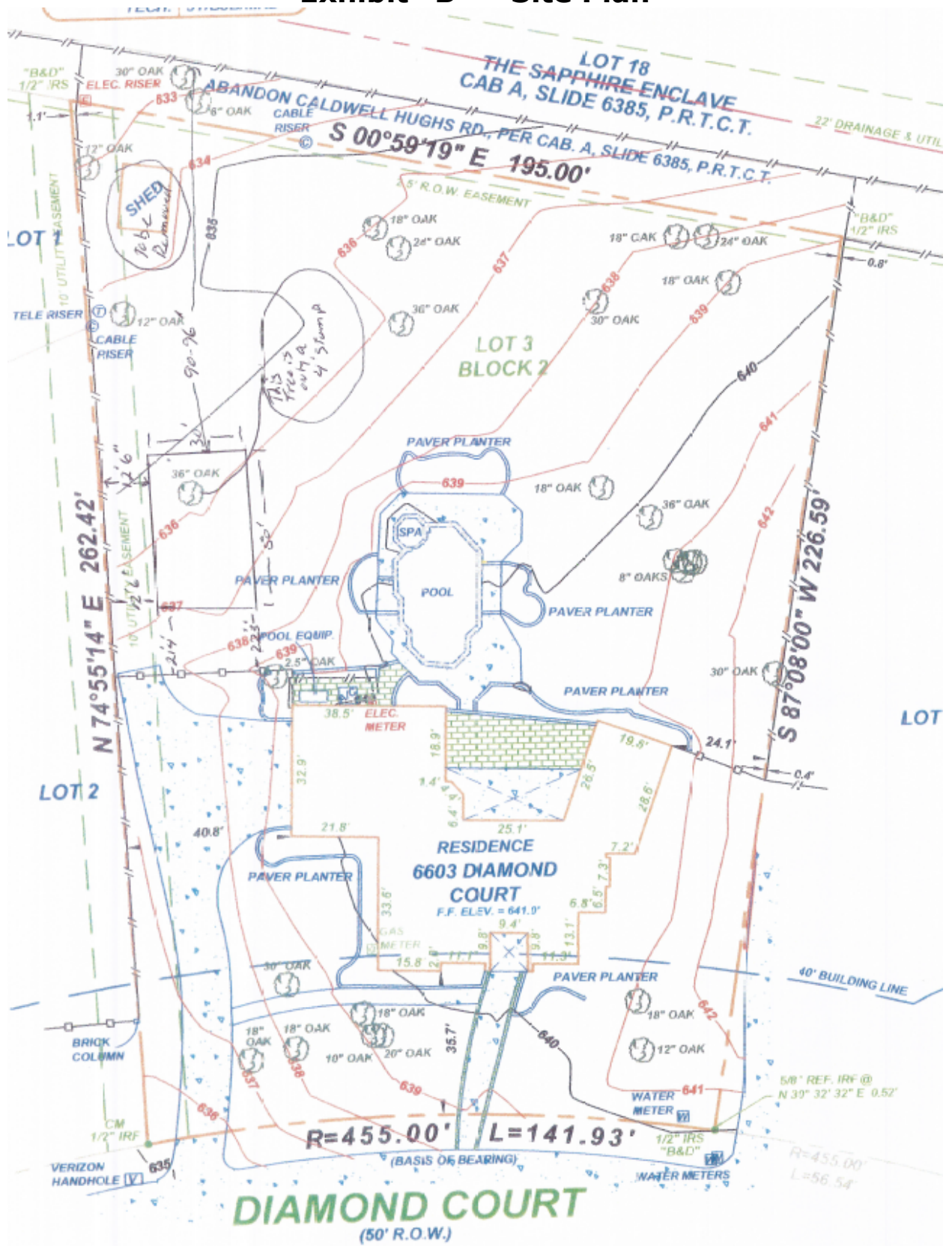
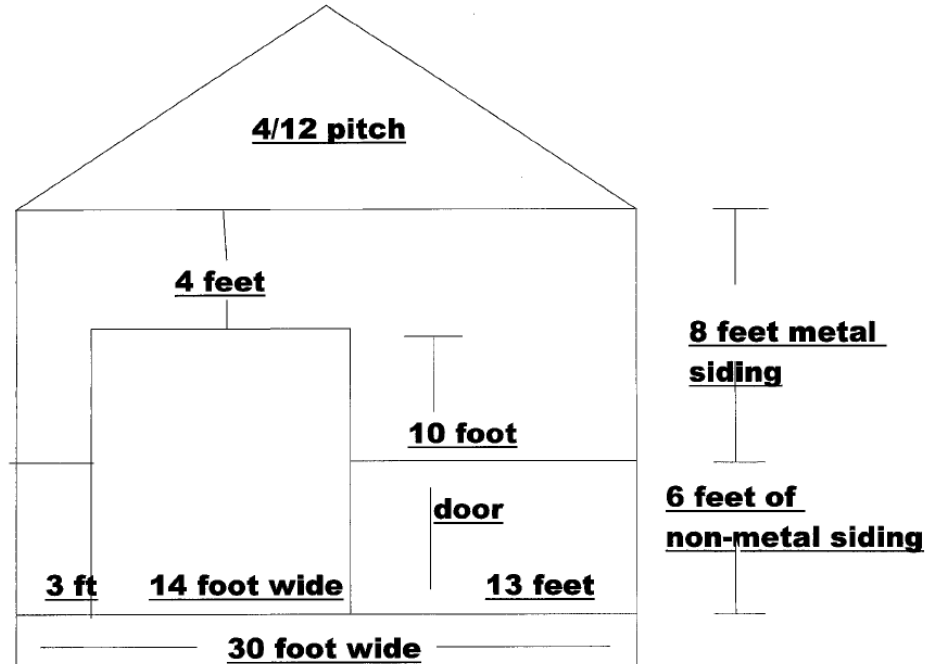


Exhibit "C" – Elevations

Building Elevations

Front Elevation of building



Side Elevation northside

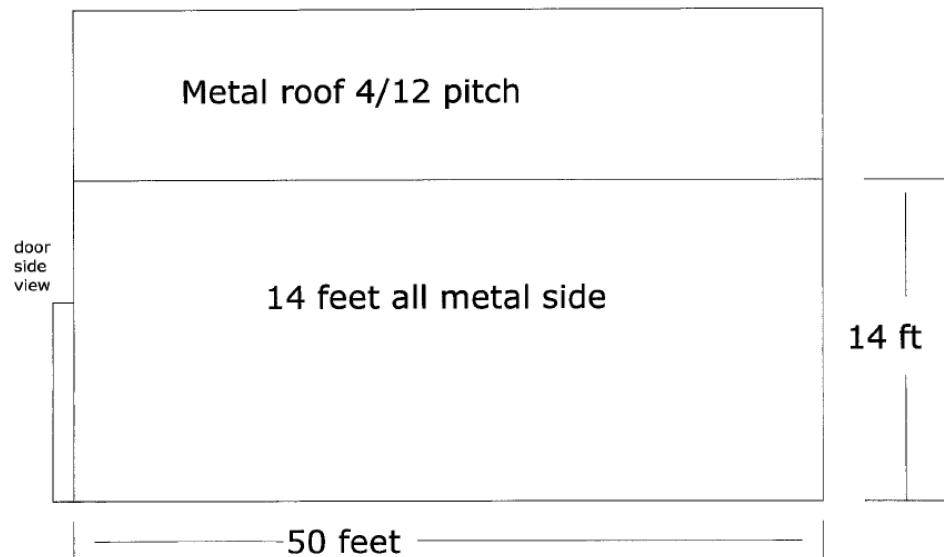
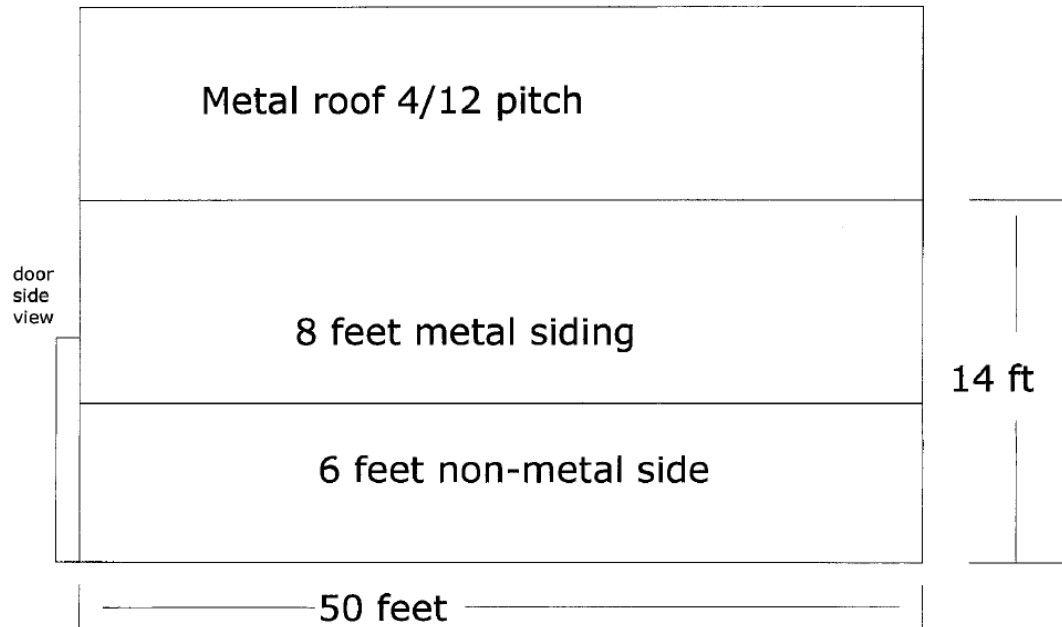
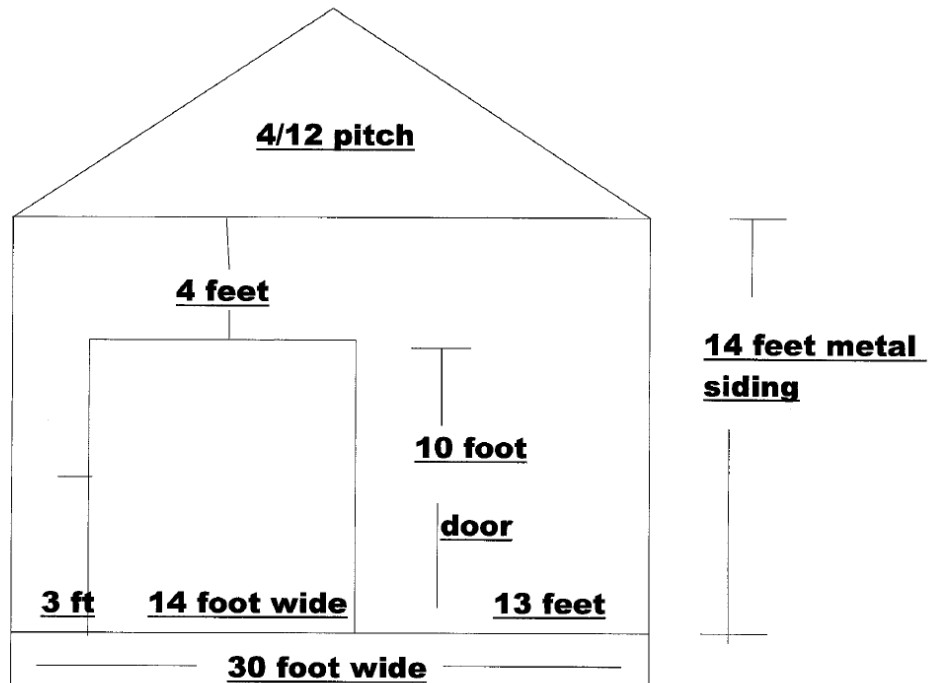


Exhibit "C" – Elevations

Side Elevation Southside



Rear Elevation of building East side





City of Colleyville City Council Agenda Briefing

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

Agenda Number 5c

Agenda Date 12/20/2016

Number Ordinance O-16-2001

Type Ordinance

Department Community Development

Title

Consideration of a zoning change from the AG-Agricultural district to the CN-Neighborhood Commercial district on Abstract 206, Tract 3A, in the BBB & C RY SURVEY located at 5300 Pleasant Run Road, Case ZC16-019

Strategy Map Connection

There is no strategy map connection for this item.

Explanation

Second Reading and Public Hearing

At the December 6, 2016 City Council meeting, Councilmember Taylor expressed concerns with the proposed site plan; specifically the location of the proposed building and fire accessibility. Councilmember Taylor requested the applicant revise the site plan to relocate the building closer to Pleasant Run Road. Based on this direction, the applicant has submitted a "Revised – Zoning Site Plan Exhibit" which is attached for review.

First Reading and Public Hearing

Olanrewaju Sobo, of Glory House Church, has submitted a request to rezone approximately 0.639 acres, located at 5300 Pleasant Run Road, from the AG Agricultural district to the CN-Neighborhood Commercial district. The applicant is seeking a zoning change in order to plat the subject property and proceed with the development of a new building.

Existing Conditions/Background: The subject property is currently unplatted and undeveloped. A subsequent minor plat will be required prior to issuance of a building permit should the rezoning request be approved. The Glory House Church currently occupies the property at 5310 Pleasant Run Road (the former Colleyville Post Office). The church has purchased the property at 5300 Pleasant Run Road and plans to vacate the existing building and construct a new building on the subject property. Following completion of the new building, Glory House Church will only occupy the property at 5300 Pleasant Run Road.

Proposed Zoning Change:

Request – The applicant is requesting a zoning change from the AG Agricultural district to the CN-Neighborhood Commercial district to proceed with the subdivision (platting)

of the property and construction of a new building. The applicant has indicated that the new building will be the future home of the existing church.

Ordinance – Per Section 3.24 G, Schedule of District Regulations in the Land Development Code, the CN-Neighborhood Commercial district regulations require the following standards:

Minimum Lot Area: 10,000 square feet
 Minimum Lot Width: 100 feet
 Minimum Lot Depth: 120 feet
 Minimum Front Yard Setback: 40 feet
 Minimum Side Yard Setbacks: 15 feet
 Minimum Rear Yard Setback: 10 feet
 Maximum Lot Coverage: 40 percent

A petition for a zoning district change to the CN district shall be accompanied by a site plan and supporting documents of the area petitioned for a zone change. The purpose of the site plan is to illustrate the logical arrangement of the elements on the land and to show relationships of elements to each other. The applicant has provided a zoning site plan exhibit which proposes a new church facility on one lot, 0.639 acres in size. This site plan appears to meet the CN-Neighborhood Commercial district's minimum lot area of 10,000 square feet as listed above. A detailed site plan review and approval process will be required prior to issuance of a building permit. The formal review process will determine compliance with all appropriate development standards contained within the Land Development Code.

Chapter 3 (Land Use) of the Land Development Code identifies the purpose and intent of the CN-Neighborhood Commercial district as designed to be compatible adjacent to or near residential areas and to provide goods needed by homeowners on a usual basis. Additionally, it states that the lot size maximum is small to encourage small-scale developments and the hours of operation do not permit businesses to be open at night.

Table 3.24 B, Schedule of Permitted Principal Uses, details the permitted land uses for each zoning district located within the City. The following excerpt identifies the majority of the permitted principal land uses for the CN district:

**P-Permitted; S-Special Use Permit; Gray-Not Permitted*

E. Public and Institutional Uses	
<i>Colleges or Universities</i>	<i>S</i>
<i>Community Centers or Recreation Centers</i>	<i>P</i>
<i>Government Buildings, Offices and Facilities</i>	<i>P</i>
<i>Fire Stations / Police Stations</i>	<i>P</i>
<i>Golf Courses – Public Owned</i>	<i>P</i>
<i>Government Maintenance Facilities</i>	<i>P</i>

<i>Libraries</i>	<i>P</i>
<i>Museums</i>	<i>P</i>
<i>Post Office</i>	<i>P</i>
<i>Parks and Open Space Areas</i>	<i>P</i>
<i>Public Maintenance and Storage Buildings</i>	<i>S</i>
<i>Private Schools – Elementary and Secondary</i>	<i>S</i>
<i>Private Schools – High School</i>	<i>S</i>
<i>Public Schools – Elementary and Secondary</i>	<i>P</i>
<i>Public Schools – High School</i>	<i>P</i>
<i>Religious Institutions</i>	<i>P</i>
F. Office Uses	<i>P</i>
Accountant's Offices	<i>P</i>
Advertising Agencies	<i>P</i>
Attorney Offices	<i>P</i>
Chiropractic Clinics	
Engineering, Architect's, and Surveyor's Offices	<i>P</i>
General Business Offices not elsewhere listed	<i>P</i>
Insurance Agencies	<i>P</i>
Management and Public Relations Services Offices	<i>P</i>
Optometrist Office	
Psychologist Offices	<i>P</i>
Physician's or Dentist's Offices	
Real Estate Agency Offices	<i>P</i>
Security Broker Offices	<i>P</i>
Title Abstract Offices	<i>P</i>
Travel Agency/ Airline Ticket Offices	<i>P</i>
G. Retail and Services Uses	
Alcohol or Drug Treatment Center	<i>S</i>
Banks, Credit Unions and Financial institutions	<i>P</i>
Barber Shops, Beauty Shops, and Day Spas	<i>P</i>
Cemeteries or Mausoleums	<i>S</i>
Civic, Social or Fraternal Organizations	<i>S</i>
Copy Centers/Print Shops	<i>S</i>
Dance Studios and Martial Arts Studios	<i>S</i>
Day Care Centers	<i>S</i>
Dry Cleaner Pick-up Stations	<i>S</i>
<i>Florist Shops</i>	<i>P</i>
Hardware, electrical & plumbing w/o outside display	<i>P</i>
Interior Decoration Stores	<i>P</i>
Locksmiths	<i>S</i>
Jewelry Stores	<i>P</i>
Mailing and Shipping Stores	<i>P</i>
Pharmacy	<i>S</i>
Photography Studios	<i>P</i>

Self-service Laundries	S
Shoe Repair Shops	P
Tailor and Alteration Shops	P
H. Recreational and Entertainment Uses	
Golf Courses- Privately Owned	P
Commercial Recreation (outdoor)	S
I. Automotive and Transportation Uses	
Airports and Heliports	S
Auto Parking Lots and Garages (free standing)	S

Analysis: In preparation for the future construction of the new church building, Glory House Church discovered that the newly purchased property is not platted. The Land Development Code requires all properties to be platted prior to issuing a building permit. As part of this process the subject property must be rezoned to a zoning district other than the AG Agricultural district. The applicant has selected the CN-Neighborhood Commercial district to be consistent with the current zoning of the property the church is occupying today.

The lot width for the subject property is 87 feet. This dimension does not meet the requirements of the CN-Neighborhood Commercial district. Additionally, the lot width does not meet the minimum requirements for any of the commercial or single family residential districts. The Land Development Code only permits lot widths less than 100 feet in the Multi-Family or Planned Unit Development zoning districts. The applicant does not desire to request either of these zoning designations for the subject property at this time.

Given the limited lot width, the forthcoming minor plat will be required to receive approval from the Planning and Zoning Commission. Section 9.7 of the Land Development Code states that the *"City may approve a plat which contains a lot that does not meet the minimum requirements when special conditions exist."* In this case staff believes there are special conditions. The subject property is constrained in lot width due to existing developed conditions on three sides. The lots to the north and south currently have existing buildings and limited setbacks from the property lines. Therefore, acquiring additional land appears to be unfeasible.

Surrounding Development: The properties to the north are zoned CN-Neighborhood Commercial and R-20 Single Family Residential. The property directly to the north is developed with the existing Glory House Church building. The properties to the west are zoned R-20 Single Family Residential and developed with single family homes. The property to the south is zoned AG-Agricultural district and is developed with one permanent structure (a large metal building). The properties to the east are zoned AG-Agricultural district and developed with single family homes.

Comprehensive Plan: The City's comprehensive plan, *Destination Colleyville*, identifies the subject property as located within the Central Sector of the Colleyville Boulevard Corridor. This area has been identified as having the greatest potential to become a true center of activity by tying together major commercial and entertainment centers along the Corridor. Public and institutional uses are encouraged within the Colleyville Boulevard Corridor.

Public Notification: Staff mailed notices to all property owners within 200 feet as well as any Homeowners Associations within 500 feet of the subject property regarding this request. Grapevine-Colleyville ISD, where the subject property is located, was notified per State law. Notice was published in the *Fort Worth Star-Telegram* as required by State law and the Land Development Code. To date, no correspondence has been received. At the November 14, 2016 Planning and Zoning Commission meeting one citizen spoke in support of this request.

Planning and Zoning Commission Recommendation: The Planning and Zoning Commission recommended approval of this request at the November 14, 2016 meeting by a vote of 6-1.

Staff Recommendation: The proposed zoning change is consistent with the City's comprehensive plan. As described in the Chapter 3 of the Land Development Code, the CN district is designed to be compatible adjacent to or near residential areas. The requested CN-Neighborhood Commercial zoning district seeks to maintain consistent zoning between the subject property and the adjacent property to the north. With similar non-residential uses in the immediate vicinity the proposed zoning request should not adversely impact the surrounding properties. Staff recommends approval of the rezoning request.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Aerial Map
2. Zoning Map
3. Future Land Use Map
4. Statement of Planning Objectives
5. Revised Zoning Site Plan Exhibit
6. Original Zoning Site Plan Exhibit
7. Notification Map
8. Notification List
9. Speaker Cards -Support - 11/14/16 Planning and Zoning Commission

10. Speaker Card - Support - 12/6/16 City Council
11. Ordinance O-16-2001

AERIAL MAP



ZC16-019

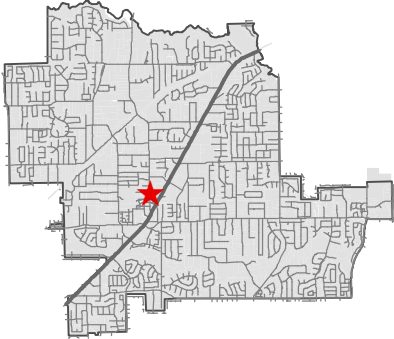
5300 PLEASANT RUN ROAD

 Subject Property



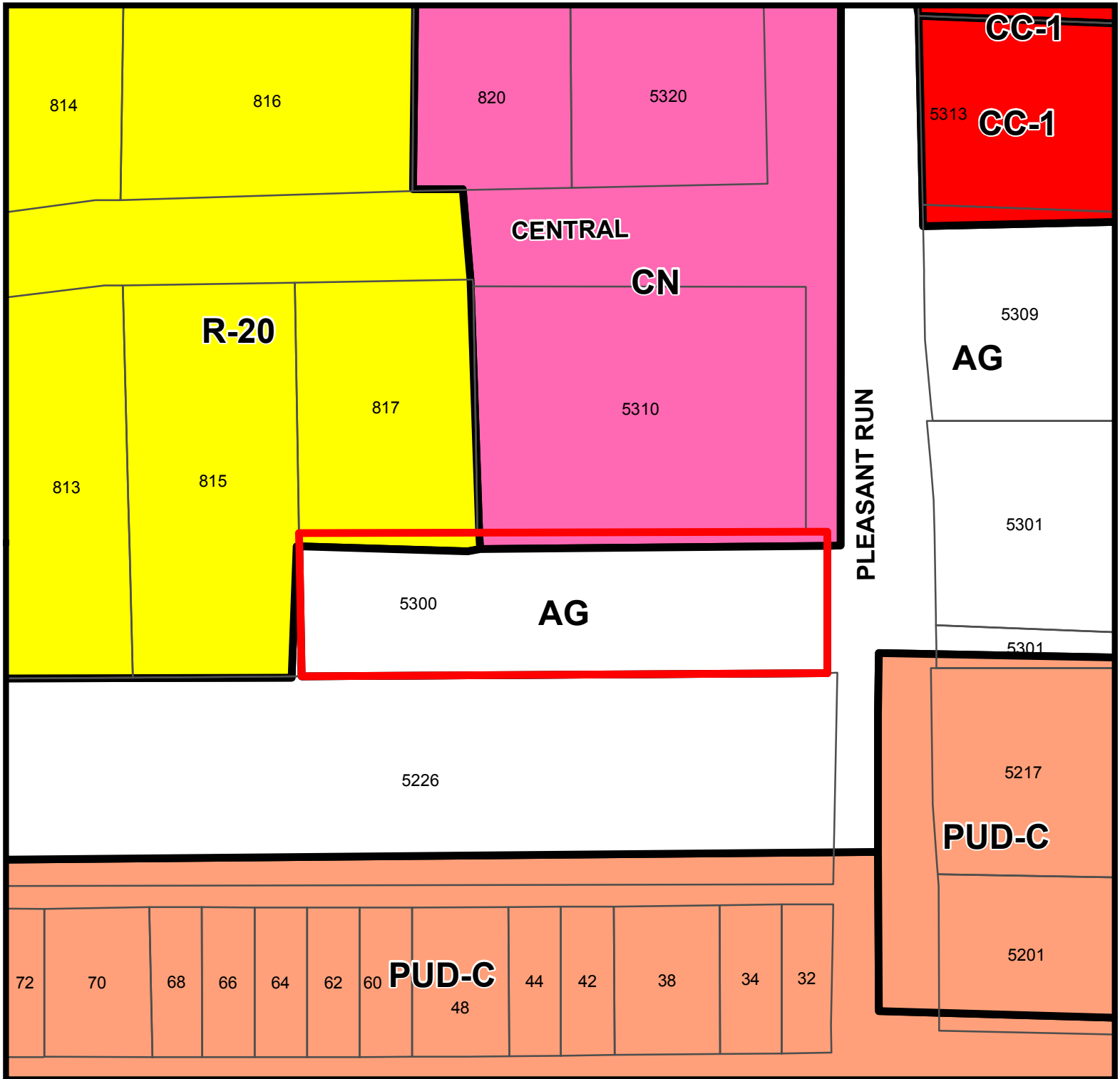
1 inch = 83 feet

Vicinity Map



DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

ZONING MAP



ZC16-019

5300 PLEASANT RUN ROAD

- Subject Property
- AG Agricultural
- CC-1 Village Retail
- CN Neighborhood Commercial
- PUD-C Planned Unit Development, Commercial
- R-20 Single Family Residential (20,000 sq. ft. min)

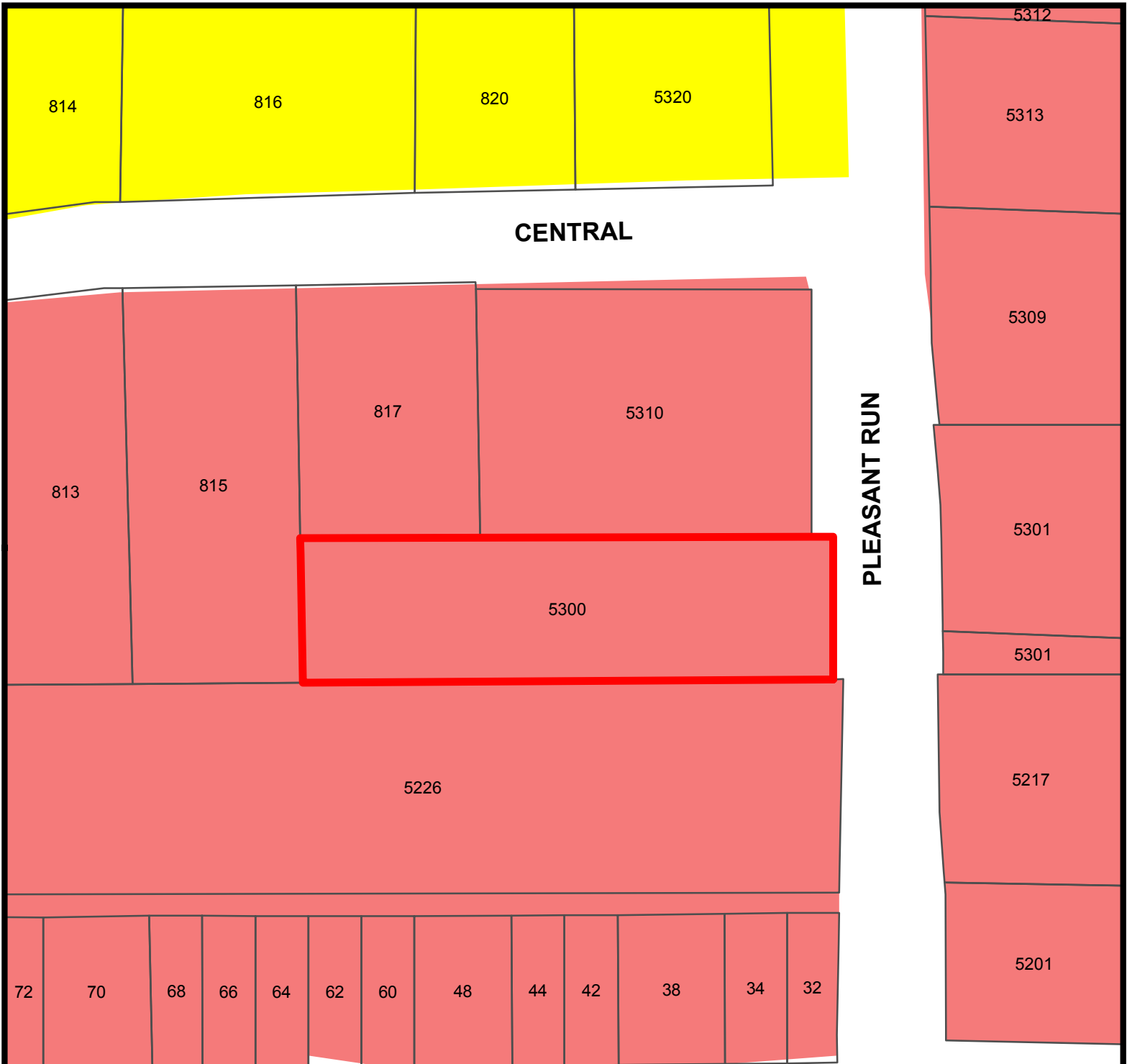
Vicinity Map



1 inch = 83 feet

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FUTURE LAND USE MAP



ZC16-019

5300 PLEASANT RUN ROAD



1 inch = 83 feet

- | | |
|--|---|
|  Subject Property |  INSTITUTIONAL |
|  RESIDENTIAL |  PARKS/ OPEN SPACE |
|  COMMERCIAL |  COLLEYVILLE BLVD CORRIDOR |

Vicinity Map



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Statement of Planning Objectives

Lambdin Architects

1340 Twisting Wind Dr
Haslet, Texas 76052

Telephone 817 / 691-6621

RCCG Glory House
5310 Pleasant Run
Colleyville, Texas 76034

Planning Objectives:

The intent is to re-zone the property from agricultural to neighborhood commercial to be consistent with the area zoning along Pleasant Run Rd.

The church is currently renting the adjacent property and would like to proceed with construction on this lot.

Their financing has been reviewed by a lender and they have preliminary approval to proceed.

The facility will be used for a worship center with a sanctuary and nursery on the first level with classrooms on the second level. The back of the building will include a small playground. The facility will include an elevator and fire sprinkler system per code.

Schedule:

If the initial zoning change is approved the project will be further developed for site plan review including the required civil engineering and architectural elevations.

It is the intent of the church to proceed directly into construction document and proceed to permit as soon as the site plan is approved.

Upon approval of the permit the intent is to immediately proceed with construction. A construction manager has already been contacted to assist with the permitting process and cost estimating. Upon finalizing the subcontractor bids construction will proceed. At this time construction is estimated to be 6 to 8 months.

[illegible]

01 SITE PLAN
SCALE: 1" = 20'-0"

issued for zoning change and site plan review



PROJECT #:
2014-043

GLORY HOUSE
5300 PLEASANT RUN
COLLEYVILLE, TX 76034

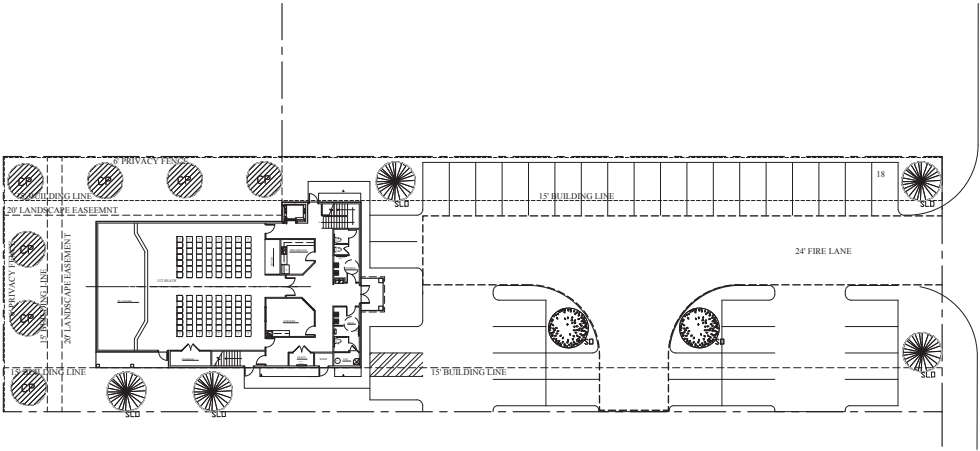
**LAMBDA
ARCHITECTS**
1340 TWISTING WIND DR.
HASLET, TEXAS 76052
BR 1985

L.L.C.
817.691.6621
wlambdin@sbcglobal.net

REVISIONS

A-1.2

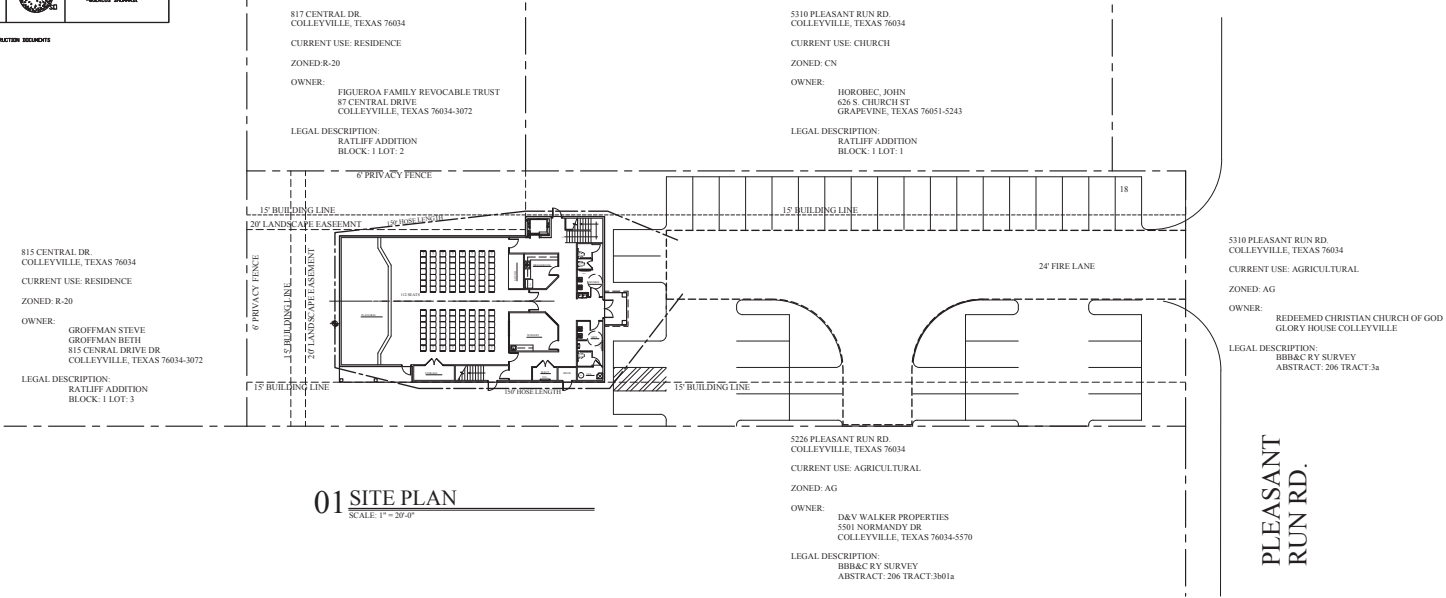
Zoning Site Plan Exhibit



01 VICINITY MAP
SCALE: 1" = 20'-0"

LEGEND			
SYMBOL	NAME	SYMBOL	NAME
	EXISTING STRUCTURE - EXISTING CHURCH		EXISTING STRUCTURE - EXISTING CHURCH
	EXISTING STRUCTURE - EXISTING CHURCH		EXISTING STRUCTURE - EXISTING CHURCH

NOTE:
ALL LANDSCAPE PLANS TO BE SUBMITTED WITH CONSTRUCTION DOCUMENTS
ALL LANDSCAPE PLANS TO BE SUBMITTED WITH CONSTRUCTION DOCUMENTS
ALL LANDSCAPE PLANS TO BE SUBMITTED WITH CONSTRUCTION DOCUMENTS
ALL LANDSCAPE PLANS TO BE SUBMITTED WITH CONSTRUCTION DOCUMENTS



issued for zoning change and site plan review

REVISIONS

LAMB DIN
ARCHITECTS L.L.C.
817.691.4621
wlambdin@stgglobal.net

GLORY HOUSE
5300 PLEASANT RUN
COLLEYVILLE, TX 76034



10/03/2016

OCT. 03, 2016

PROJECT #:
2014-043

ZONING EXHIBIT FOR ZONING CHANGE REQUEST FROM AG TO CN

NOTIFICATION MAP



ZC16-019

5300 PLEASANT RUN ROAD



Subject Property



200ft Buffer



Properties within 200ft



1 inch = 167 feet

Vicinity Map



DISCLAIMER: This map and information contained in it were developed exclusively for use by the City of Colleyville. Any use or reliance on this map by anyone else is at that party's risk and without liability to the City of Colleyville, its officials or employees for any discrepancies, errors, or variances which may exist.

Notification List

Owner Name	Owner Address	Owner City	Owner Zip	Situs Address
BURDETTE, MARK L	77 VERANDA LN	COLLEYVILLE, TX	76034	64 VERANDA LN # 410
BURDETTE, MARK L	77 VERANDA LN	COLLEYVILLE, TX	76034	64 VERANDA LN # 411
BURDETTE, MARK L	77 VERANDA LN	COLLEYVILLE, TX	76034	64 VERANDA LN # 412
BENTLEY, MARY I	42 VERANDA LN	COLLEYVILLE, TX	76034	42 VERANDA LN # 110
BENTLEY, MARY I	42 VERANDA LN	COLLEYVILLE, TX	76034	42 VERANDA LN # 112
BENTLEY, MARY I	42 VERANDA LN	COLLEYVILLE, TX	76034	42 VERANDA LN # 111
D & V WALKER PROPERTIES LLC	5501 NORMANDY DR	COLLEYVILLE, TX	76034	5226 PLEASANT RUN RD
REDEEMED CHRISTIAN CHURCH OF G	5310 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5300 PLEASANT RUN RD
FEGAN, DENNIS JOHN	1303 BELLEFONTE LN	COLLEYVILLE, TX	76034	5309 PLEASANT RUN RD
FIGUEROA FAMILY REVOCABLE TRUS	817 CENTRAL DR	COLLEYVILLE, TX	76034	817 CENTRAL DR
HART, KAY LYNN FOSTER	5301 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5301 PLEASANT RUN RD
TURNER, LORI	62 VERANDA LN	COLLEYVILLE, TX	76034	62 VERANDA LN # 312
TURNER, LORI	62 VERANDA LN	COLLEYVILLE, TX	76034	62 VERANDA LN # 311
TURNER, LORI	62 VERANDA LN	COLLEYVILLE, TX	76034	62 VERANDA LN # 310
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5217 PLEASANT RUN RD
GROFFMAN, STEVEN	815 CENTRAL DR	COLLEYVILLE, TX	76034	815 CENTRAL DR
HART, KAY LYNN FOSTER	5301 PLEASANT RUN RD	COLLEYVILLE, TX	76034	5301 PLEASANT RUN RD
GABLE, MICHAEL	813 CENTRAL DR	COLLEYVILLE, TX	76034	813 CENTRAL DR
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	38 VERANDA LN
HAMM, DAVID A	6109 EQUESTRIAN CT	COLLEYVILLE, TX	76034	32 VERANDA LN # 112
HAMM, DAVID A	6109 EQUESTRIAN CT	COLLEYVILLE, TX	76034	32 VERANDA LN # 110
HAMM, DAVID A	6109 EQUESTRIAN CT	COLLEYVILLE, TX	76034	32 VERANDA LN # 111
REDDEN, ROGER A	68 VERANDA LN # 610	COLLEYVILLE, TX	76034	68 VERANDA LN # 611
YOUNG, CLINT	811 CENTRAL DR	COLLEYVILLE, TX	76034	811 CENTRAL DR
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	48 VERANDA LN
HOROBEC, JOHN	626 S CHURCH ST	GRAPEVINE, TX	76051	5310 PLEASANT RUN RD
REDDEN, ROGER A	68 VERANDA LN # 610	COLLEYVILLE, TX	76034	68 VERANDA LN # 610
BOES, MARK	34 VERNADA LN # 210	COLLEYVILLE, TX	76034	34 VERANDA LN # 211
REDDEN, ROGER A	68 VERANDA LN # 610	COLLEYVILLE, TX	76034	68 VERANDA LN # 612
BOES, MARK	34 VERNADA LN # 210	COLLEYVILLE, TX	76034	34 VERANDA LN # 212
BOES, MARK	34 VERNADA LN # 210	COLLEYVILLE, TX	76034	34 VERANDA LN # 210
VILLAGE OWNERS ASSOCIATION INC	909 LAKE CAROLYN PKWY STE 150	IRVING, TX	75039	70 CASA LN
SOUTH BOWIE INVESTMENT PARTNER	PO BOX 126	COLLEYVILLE, TX	76034	5201 PLEASANT RUN RD
BELL, WILLIAM M	5900 E LANCASTER AVE	FORT WORTH, TX	76112	60 VERANDA LN # 211
BELL, WILLIAM M	5900 E LANCASTER AVE	FORT WORTH, TX	76112	60 VERANDA LN # 212
BELL, WILLIAM M	60 VERANDA LN # 210	COLLEYVILLE, TX	76034	60 VERANDA LN # 210
GBC CAPITAL LLC	PO BOX 121	COLLEYVILLE, TX	76034	44 VERANDA LN
PITTS, REX A	66 VERANDA LN	COLLEYVILLE, TX	76034	66 VERANDA LN # 512
PITTS, REX A	66 VERANDA LN	COLLEYVILLE, TX	76034	66 VERANDA LN # 510
GBC CAPITAL LLC	PO BOX 121	COLLEYVILLE, TX	76034	44 VERANDA LN
GBC CAPITAL LLC	PO BOX 121	COLLEYVILLE, TX	76034	44 VERANDA LN
PITTS, REX A	66 VERANDA LN	COLLEYVILLE, TX	76034	66 VERANDA LN # 511
COLLEYVILLE HEIGHTS HOA	8528 DAVIS BOULEVARD, SUITE 134	NORTH RICHLAND HILLS	76182	COURTESY NOTICE
REDEEMED CHRISTIAN CHURCH OF G	5310 PLEASANT RUN RD	COLLEYVILLE, TX	76034	APPLICANT
GRAPEVINE-COLLEYVILLE ISD	3051 IRA WOODS AVE E	GRAPEVINE, TX	76051	STATE LAW REQUIRED

Public hearing notices were mailed
Friday, October 28, 2016 by Araceli
Botello

Speaker Card - Support

Date: <u>11-14-16</u>	SPEAKER CARD
☒ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition	
Agenda Item Number: <u>ZC16-019</u>	
Name: <u>Robert Figueroa</u>	
Address: <u>817 CENTRAL</u>	
City: <u>Collegeville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>817-771-0193</u>	Representing: <u>self</u> (organization/self)
<i>I understand I am limited to speaking for five minutes.</i>	
<i>For business not listed on the agenda as a Public Hearing, the Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.</i>	
Signed: <u>Robert Figueroa</u>	
This information is a Public Record.	

Speaker Card- Support

SPEAKER CARD	
Date: <u>11.14.16</u>	
☒ I will speak In Support of this item.	
☐ I will speak In Opposition to this item.	
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition	
Agenda Item Number: <u>602</u>	
Name: <u>Michael Oak</u>	
Address: <u>6502 Diamond Ct.</u>	
City: <u>Cookeville</u>	State: <u>TX</u> Zip Code: <u>76034</u>
Telephone Number: <u>214810927</u>	Representing: <u>m</u> (organization/self)
I understand I am limited to speaking for five minutes. For business not listed on the agenda as a Public Hearing, the Planning and Zoning Commission will not respond in accordance with the Texas Open Meetings Law, Chapter 551 of the Texas Local Government Code.	
Signed: <u>[Signature]</u>	This information is a Public Record.

Speaker Card - Support

Date: 11/14/16

SPEAKER CARD

☒ I will speak In **Support** of this item. X
☐ I will speak In **Opposition** to this item.
☐ I do not wish to speak, but please record my: ☐ support ☐ opposition

Agenda Item Number: 6C 46B

Name: George (Alex) van Lange

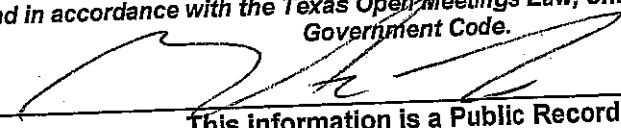
Address: 6603 Diamond St.

City: Colleyville State: TX Zip Code: 76034

Telephone Number: 817-680-8723 Representing: Self
(organization/self)

I understand I am limited to speaking for five minutes.

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

Signed: 

This information is a Public Record.

Speaker Card- Support

SPEAKER CARD

Date: 12-6-16

Agenda Item Number: 5C

0-16-2001

← Item must be completed!

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

Do you have special technology needs, such as loading photos, connecting a laptop or tablet, during your time to speak? Yes No

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

 X I do not wish to speak, but please record my: V support opposition

Name: Robert Figueroa

Address: 817 CENTRAL Dr City: Colleyville, TX

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

Signed: Robert Figueroa

This information is a Public Record

ORDINANCE O-16-2001

AMENDING THE ZONING ORDINANCE AND THE OFFICIAL ZONING MAP OF THE CITY OF COLLEYVILLE, TEXAS, BY CHANGING THE ZONING ON 0.64 ACRES, ABSTRACT 206, TRACT 3A, IN THE BBB & C RY SURVEY LOCATED AT 5300 PLEASANT RUN ROAD, FROM THE AG-AGRICULTURAL DISTRICT TO THE CN-NEIGHBORHOOD COMMERCIAL ZONING DISTRICT; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00); AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Colleyville has received an application for rezoning under Case ZC16-019; and

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

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

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

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

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

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

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

- Sec. 1. THAT all the foregoing premises and findings are found to be true and correct and are incorporated into the body of this ordinance as if copied in their entirety.
- Sec. 2. THAT the Comprehensive Zoning Ordinance of the City of Colleyville, Texas, be, and the same is hereby amended by changing the zoning on 0.64 acres of Abstract 206, Tract 3A, in the BBB & C RY SURVEY located at 5300 Pleasant Run Road, located at 5300 Pleasant Run Road from the AG-Agricultural district to the CN-Neighborhood Commercial district, as depicted in the attached Exhibit "A" and Exhibit "B".
- Sec. 3. THAT the above described tract of land shall be used only in the manner and for the purposes provided by the Comprehensive Zoning Ordinance of the City of Colleyville as heretofore amended, and as amended herein.
- Sec. 4. THAT any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Comprehensive Zoning Ordinance of the City of Colleyville, and upon conviction shall be punishable by a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense.
- Sec. 5. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.

Sec. 6. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.

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

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 6th day of December 2016.

The second reading and public hearing being conducted on the 20th day of December 2016.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20TH DAY OF DECEMBER 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:

Whitt L. Wyatt
City Attorney

Exhibit "A"- Zoning Map

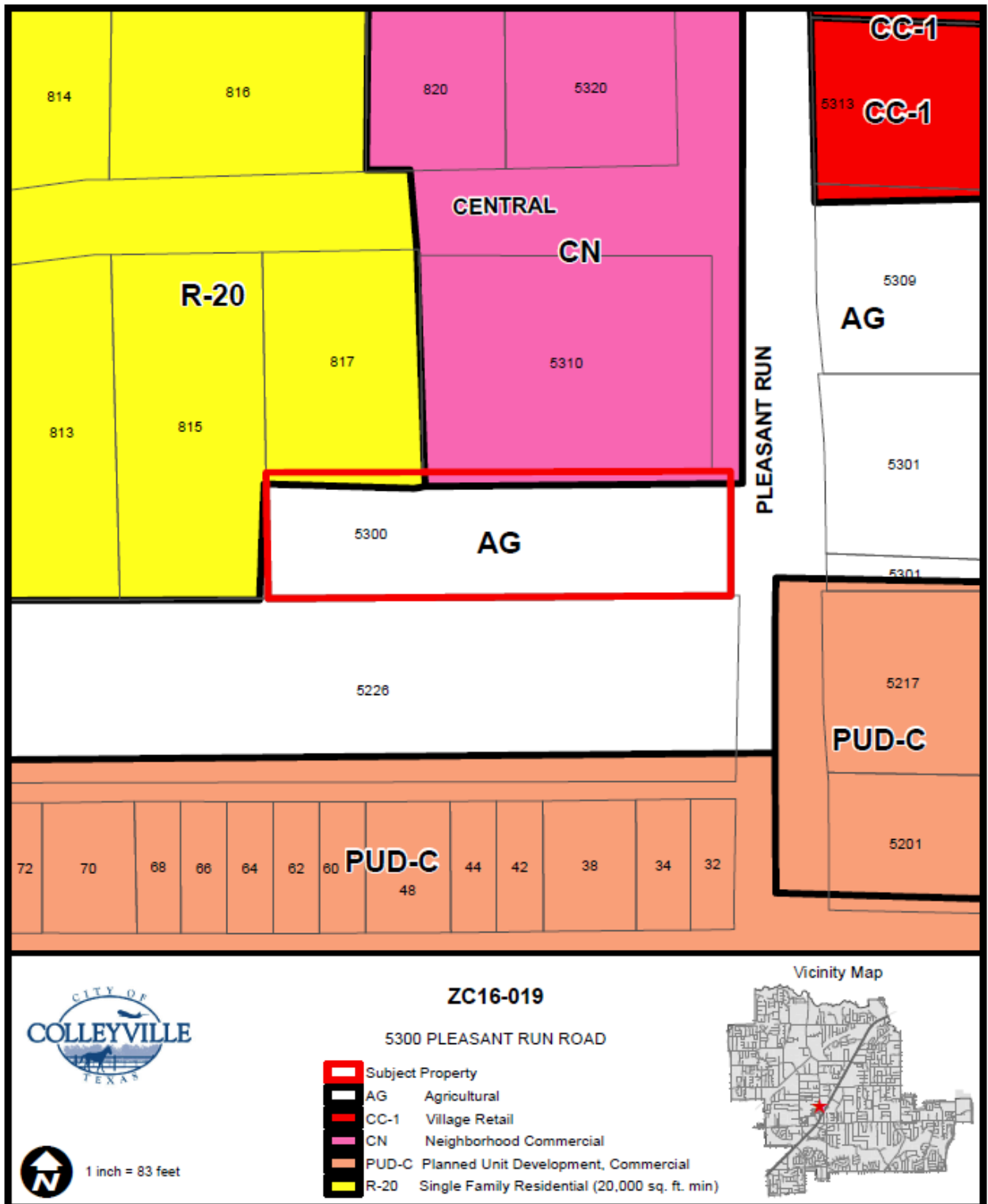


Exhibit "B"- Metes & Bounds Description

PROPERTY DESCRIPTION

Being a tract of land situated in the B.B.B. and C. RAILROAD CO. SURVEY, Abstract No. 206, Tarrant County, Texas, and being all that certain tract of land described in deed to Ruth M. Venable as recorded in Volume 7478, Page 1163, Deed Records, Tarrant County, Texas, and being more particularly described by metes and bounds as follows:

BEGINNING at a found 5/8-inch iron rod on the west line of Pleasant Run Road (50 foot right-of-way), said iron rod being the northeast corner of said Venable tract and being North 89 degrees 49 minutes 00 seconds East, a distance of 25.00 feet from the southeast corner of Ratliff Addition, an addition to the City of Colleyville, Tarrant County, Texas, according to the plat thereof recorded in Volume 388-132, Page 82, Plat Records, Tarrant County, Texas;

THENCE South, a distance of 87.00 feet to the southeast corner of said Venable tract and being the on the west line of said Pleasant Run Road and being the northeast corner of a tract of land described in deed to D & V Walker Family Limited Partnership Number Two as recorded in Instrument No. D204220691, of said Deed Records, from which a found 1/2-inch iron rod bears South 53 degrees 02 minutes 52 seconds West, 3.53 feet;

THENCE South 89 degrees 49 minutes 00 seconds West, a distance of 320.00 feet to the southwest corner of said Venable tract and being on the north line of said Walker Family tract and being the southeast corner of Lot 3, Block 1 of Ratliff Addition, Second Filing, an addition to the City of Colleyville, Tarrant County, Texas, according to the plat thereof recorded in Volume 388-162, Page 57, Plat Records, Tarrant County, Texas;

THENCE North, a distance of 87.00 feet to a fence corner at the northwest corner of said Venable tract and being on the east line of said Lot 3 and being the southwest corner of Lot 2, Block 1 of Ratliff Addition, an addition to the City of Colleyville, Tarrant County, Texas, according to the plat thereof recorded in Cabinet B, Slide 844, of said Plat Records;

THENCE North 89 degrees 49 minutes 00 seconds East, passing the southeast corner of said Lot 2 and the southwest corner of aforesaid Lot 1 at 95.00 feet and passing the southeast corner of said Lot 1 at 295.00 feet and continuing a total distance of 320.00 feet and containing 27,839 square feet or 0.639 of one acre of land.

THIS IS TO DECLARE that on this date a survey was made on the ground, under my direction and supervision of the above described tract of land.

There are no visible conflicts, visible evidence of easements or rights-of-way, or protrusions, except as shown, and that this date the easements, rights-of-way or other locatable matters of record of which the undersigned has knowledge or has been advised are as shown or noted hereon.

The subject property does not appear to lie within the limits of a 100-year flood hazard zone according to the Map published by the Federal Emergency Management Agency, and has a Zone "X" Rating as shown by Map No. 48439C0295 J, dated AUGUST 23, 2000. The statement that the property does or does not lie within a 100-year flood zone is not to be taken as a representation that the property will or will not flood. This Survey is not to be used for construction purposes and is for the exclusive use of Rattikin Title Company only and this survey is made pursuant to that one certain title commitment under the GF number 05-11085, provided by the title company named hereon.



City of Colleyville City Council Agenda Briefing

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

Agenda Number 6a

Agenda Date 12/20/2016

Number Ordinance O-16-2002

Type Ordinance

Department City Secretary

Title

Approval of an ordinance repealing Ordinance O-02-1322 and Ordinance O-13-1896 and amending the Financial Disclosure and Business Conflict of Interest Forms

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

First Reading and Public Hearing

At the December 6, 2016 City Council Worksession, staff provided an overview of the Financial Disclosure and Business Conflict of Interest Forms as outlined by the Charter amendments approved during the November 8, 2016, Special Election. In addition, staff provided an overview of the attached proposed ordinance to repeal Ordinances O-02-1322 and O-13-1896.

Brief Historical Overview: To ensure citizen trust of elected and appointed officials of the City, City Council adopted Resolution R-01-1789, attached, which required, as a matter of policy, Financial Disclosure and Business Conflict of Interest forms to be submitted, and the city manager was to create the forms. In 2002, City Council repealed this resolution by Ordinance O-02-1322, attached, which included detailed explanations and a disclosure area map. In 2013, City Council amended that ordinance by Ordinance O-13-1896, attached, which amended the filing dates for an occurrence in changes, and the disclosure area map.

The purpose of this item is to repeal Ordinances O-02-1322 and O-13-1896 so that there are no conflicts with the Charter amendments approved during the November 8, 2016 Special Election.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Resolution R-01-1789
2. Ordinance O-02-1322

3. Ordinance O-13-1896
4. Ordinance O-16-2002

RESOLUTION R-01-1789

A RESOLUTION OF THE CITY OF COLLEYVILLE, TEXAS STATING THAT AS A MATTER OF POLICY EACH ELECTED OFFICIAL OR CANDIDATE FOR CITY OFFICE FILE A FINANCIAL DISCLOSURE STATEMENT AND BUSINESS CONFLICTS OF INTEREST STATEMENT FOR THE INDIVIDUAL, THE INDIVIDUAL'S SPOUSE AND MINOR CHILDREN

WHEREAS, to ensure citizen trust of their elected officials.

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

Sec. 1. THAT as a matter of policy the Mayor and Council and Council Candidates should file a financial disclosure statement that shall include:

- A. The account of financial activity required in this section to file a financial statement must include a statement of financial activity of the individual, individual's spouse and minor children if the individual had actual control over the activity for the year or it is community property.
- B. The account of financial activity consists of:
 - i. A list of sources of occupational income, identified by the employer, or if self-employed, by the nature of the occupation; and
 - ii. Identification by description of all beneficial interests in real property, including but not limited to partnerships and limited real estate partnerships in land located in the areas of Northeast Tarrant County and Denton County defined to include Texas Motor Speedway in the northwest border, Lake Grapevine to the north, Interstate 35 to the west and Interstate 30 to the south and the Dallas and Tarrant County line to the east; and
 - iii. Identification of business entities held or acquired; and

- iv. Identification of a person or other organization from which the individual or the individual's spouse or dependent children received a gift of anything of value in excess of \$250 and a description of each gift, except:
 - a. a gift received from an individual at any time within the second degree by consanguinity or affinity as determined under Subchapter A, Chapter 573 of the Government Code; and
 - b. a political contribution that was reported as required by law; and
 - c. an expenditure required to be reported by a person to be registered under Chapter 305 of the Government Code.
- v. A list of all boards of directors of which the individual is a member and executive positions that the individual holds in corporations, not-for-profit corporations, charitable boards, firms, partnerships or proprietorships, stating the name of each corporation, firm partnership, or proprietorship and position held; and
- vi. Any partnership, joint venture, or other business association in which the City Official and Candidate has an interest.

Sec. 3. THAT disclosure of any bankruptcy whether personal or by a business in which the Mayor, Councilmember or Candidate has a ten percent or more ownership interest or is an officer or on the Board of Directors is required.

Sec. 4. THAT the Mayor, Councilmembers or Candidates for those offices shall disclose any felony indictments or convictions personal to them or of corporations, partnerships, companies or proprietorships, in which they have a ten percent or larger financial interest or are officers or board members, stating the name and position on each corporation, firm, partnership, or proprietorship and the nature of the indictment or felony conviction.

- Sec. 5. THAT an Ethics Committee, consisting of five (5) members, will be established by the City Council to review the ethics portion of the Colleyville City Charter and ethics ordinances and resolutions to make recommendations to the City Council.
- Sec. 6. THAT the City Manager is directed to create a disclosure form, the first of which is to be filed eight (8) days prior to election to public office and any changes to be filed on January 15 and July 15, of each subsequent year.
- Sec. 7. THAT this Resolution shall take effect immediately upon passage.

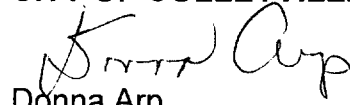
AND IT IS SO RESOLVED.

Passed by a vote of 5 ayes, 0 nays, and 0 abstentions on the 14th day of April, 2001.

ATTEST:


Cynthia Singleton, TRMC
City Secretary

CITY OF COLLEYVILLE


Donna Arp
Mayor

ORDINANCE O-02-1322

AN ORDINANCE OF THE CITY OF COLLEYVILLE, TEXAS, REQUIRING THE FILING OF A FINANCIAL DISCLOSURE AND BUSINESS CONFLICTS OF INTEREST STATEMENT FOR ELECTED OFFICIALS, CANDIDATES, AND CERTAIN BOARDS AND COMMISSION MEMBERS, ESTABLISHING DEFINITIONS OF TERMS, PROMULGATING REPORTING FORMS, PROVIDING FOR FILING DATES, REPEALING A PRIOR RESOLUTION CONCERNING THE SUBJECT MATTER OF THE ORDINANCE, PROVIDING A PENALTY AND AUTHORIZING PUBLICATION.

WHEREAS, the citizens of the City of Colleyville are entitled to know certain information about candidates for public office, elected officials and members of the Planning and Zoning Commission and the Zoning Board of Adjustment that may influence their decisions or determine whether they can make unbiased decisions; and

WHEREAS, to insure citizen trust of elected and appointed officials of the City,

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

Sec. 1. THAT the terms used in this ordinance shall have the following meaning:

A. Account of Financial Activity. An "Account of Financial Activity" means and shall consist of:

- (i) A list of sources of occupational income during the reporting period, identified by the employer, the employer's address and position held, or if self-employed, by the nature of the occupation, the business address and position held of the individual, their spouse and those under the individual's financial control; and
- (ii) Where an individual or those under the individual's financial control own real property or a beneficial interest in a business entity owning real property within the area crosshatched on Exhibit "A" to this ordinance during the reporting period, the account shall list the name in which legal title to the property is held, the nature of ownership interest, the name of the business entity in which a beneficial interest is held (if applicable), the lot, block, subdivision, city and county, or, if the real property is not part of a subdivision, the number of acres and tract, city and county in which the property is located. Further the account shall list each property identification number assigned by the

county appraisal district to the property and by the street address (if available). Further, the account shall list the names and addresses of other persons or business entities which own an interest in the real property. If a business entity is a limited partnership, the name and address of the general partner shall be included; and

- (iii) The name, address and nature of business of any business entity in which the individual or those under the individual's control held or acquired a beneficial interest of 10% or more during the reporting period; and
- (iv) The name and address of the person, business entity or other organization from which the individual or those under the individual's financial control during the reporting period received a gift of anything of value in excess of \$250.00 and a description of each gift, except (1) gifts received from an individual within the second degree of consanguinity or affinity as determined under sub-chapter B of Chapter 573 of the Government Code; (2) a political contribution that was reported as required by law; and (3) an expenditure required to be reported by a person required to be registered under Chapter 305 of the Government Code; and
- (v) The name and address of any business entity, non-profit corporation, charitable association, business association or other type of organization in which the individual or those under the individual's financial control were an officer, director, or held another position during the reporting period and a description of the position held.

B. Bankruptcy. "Bankruptcy" means the filing of a petition, voluntary or involuntary, under Chapter 7, 11 or 13 of the Bankruptcy Code. (Title 11 of the United States Code).

C. Beneficial Interest. A "beneficial interest" means an ownership of either legal or equitable title and includes any ownership interest held in trust where the individual is either the trustee or the beneficiary of the trust. Where the ordinance refers to a beneficial interest of 10% or more of a business entity it is meant that the individual owns or is entitled to either a legal or equitable interest in 10% or more of the

outstanding stock, membership interest or other indicia of ownership of the business entity.

- D. Business Entity. A "business entity" means a sole proprietorship, partnership, firm, corporation, holding company, joint stock company, receivership, trust, or any other entity recognized by law through which business or profit is conducted.
- E. Those Under The Individual's Financial Control. "Those under the individual's financial control" means the individual's spouse and dependent children's property or financial interest over which the individual had actual control or where the property was community property during the reporting period.
- F. Reporting Individuals. "Reporting Individuals" means each member of the City Council, including the Mayor, each candidate for membership in the City Council, including the Mayor, each member of the Planning and Zoning Commission and Zoning Board of Adjustment, who are appointed after the passage of this ordinance and each applicant for a position on the Planning and Zoning Commission or the Zoning Board of Adjustment.
- G. Reporting Period. The "reporting period" means the twelve (12) month period immediately preceding the date the Account of Financial Activity is due pursuant to the terms of this ordinance.
- H. Trust. A "trust" means a trust subject to Chapter 9 of the Texas Property Code that owns real property or a beneficial interest in a business entity owning real property within the area crosshatched on Exhibit "A" to this ordinance or where the trust owns a 10% or more beneficial interest in another business entity.

Sec. 2. THAT the Reporting Individuals shall file a report of their Account of Financial Activity for the applicable reporting period.

Sec. 3. THAT the Reporting Individuals shall file a report disclosing the filing of any bankruptcy petition by or against the individual, their spouse, a business entity in which the individual owned a beneficial interest of 10% or more, a business entity in which the individual was an officer or director of the business entity at the time of bankruptcy filing.

- Sec. 4. THAT the Reporting Individuals shall file a report disclosing the filing of any information which charges a misdemeanor involving moral turpitude, a felony indictment, conviction of a misdemeanor involving moral turpitude or conviction of a felony of the individual or of a business entity in which the individual had a 10% or more beneficial interest or where the individual was at the time of the filing or conviction an officer or director of the business entity. The report shall specify the name of the person or business entity charged, the nature of the offense, and if the information or indictment did not result in a conviction, the disposition of the information or the indictment.
- Sec. 5. THAT the disclosures required by Sections 2, 3 and 4 hereof shall be made on the Financial Disclosure and Business Conflict of Interest Forms which are attached hereto, shall be verified as provided therein and shall be filed with the City Secretary on the following dates:
- A. Candidates for membership in the City Council, including the Mayor, who are not currently sitting Council members, shall file within two (2) business days following the date upon which the filing for election for the position for which the individual seeks election is closed.
 - B. Sitting Council members, including the Mayor, shall file on or before twenty (20) days after the passage of this ordinance and on the first business day following January 15 and July 15 each year.
 - C. Applicants seeking appointment to the Planning and Zoning Commission or the Zoning Board of Adjustment shall file within two (2) business days following the end of the application period stated in the official City advertisement for application for the position.
 - D. Sitting members of the Planning and Zoning Commission and the Zoning Board of Adjustment, who are appointed after the passage of this ordinance, shall file on the first business day following January 15 and July 15 of each year.
- Sec. 6. THAT the Reporting Individuals shall have a duty to file supplemental disclosures upon the Financial Disclosure and Business Conflict of Interest Forms which are attached hereto within three (3) business days of an occurrence of any change in the information reflected in the Financial Disclosure and Business Conflict of Interest Forms previously filed by the individual or where said information becomes inaccurate or

incomplete after the reporting period but prior to the conduct of the election at which they seek office or prior to their appointment.

- Sec. 7. THAT the failure to file when due the Financial Disclosure and Business Conflict of Interest Forms, including any supplements required thereto, shall constitute a violation of this ordinance and shall be punishable by a fine not to exceed the sum of \$500.00. It shall be a defense to any prosecution of a violation of this ordinance that within three (3) business days of the due date of any Financial Disclosure and Business Conflict of Interest Form, including any supplements required thereto, the individual filed a Financial Disclosure and Business Conflict of Interest Form in conformity with the provisions of this ordinance.
- Sec. 8. THAT if any section, paragraph, clause or provision of this ordinance for any reason is to be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect the remaining portion of this ordinance and the ordinance shall be read as if such invalid or unenforceable provisions did not exist.
- Sec. 9. THAT upon passage hereof, Resolution R-01-1789 is repealed in its entirety.
- Sec. 10. THAT the City Secretary is hereby authorized and directed to cause publication of a description caption and penalty clause hereof as an alternative method of publication as provided by law.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 15th day of January 2002.

The second reading and public hearing being conducted on the 5th day of February 2002.

ATTEST:



Cynthia Singleton, TRMC
City Secretary

CITY OF COLLEYVILLE



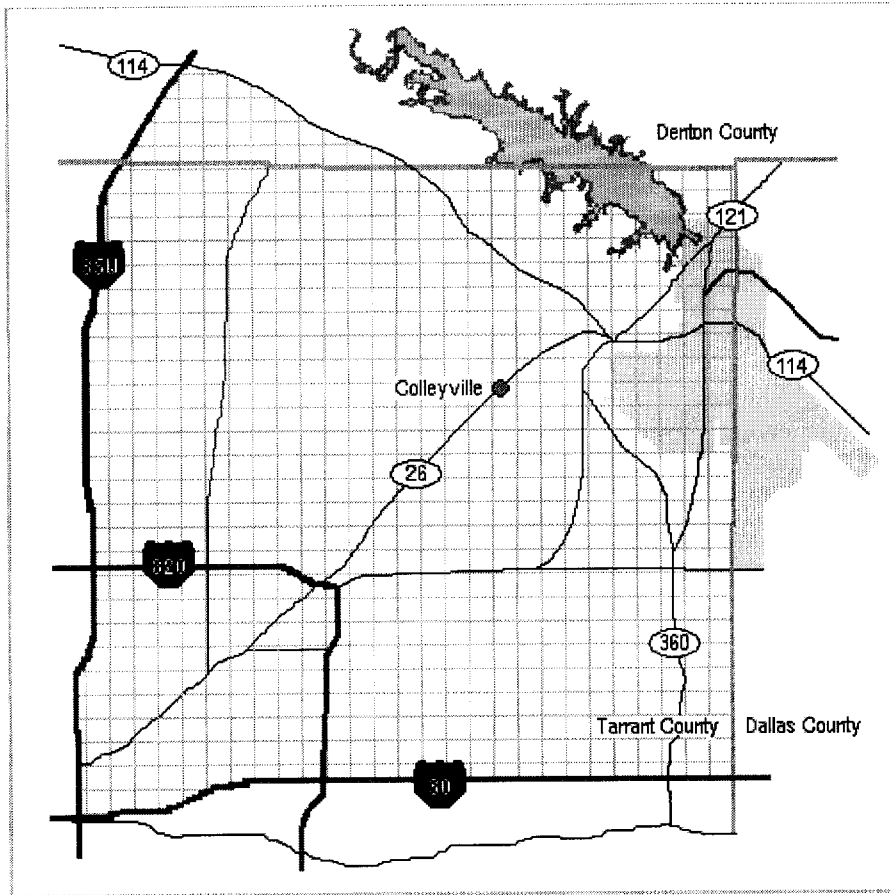
Donna Arp
Mayor

APPROVED AS TO FORM AND LEGALITY:



Ross T. Foster
City Attorney

ORDINANCE NO. 0-02-1322
Exhibit "A"



The crosshatched area is the portion of Tarrant County north of Interstate 30 and east of Interstate 35 W, and that portion of Denton County south of State Highway 114 and east of Interstate 35 W.

INFORMATION STATEMENT**Form 1**

Filed in accordance with Ordinance 02-1322

TOTAL NUMBER OF PAGES FILED:

OFFICE USE ONLY**1 NAME**

TITLE; FIRST, MI

NICK NAME; LAST, SUFFIX

Account Number

Date Received

2 ADDRESS

ADDRESS / CITY / STATE / ZIP

**3 TELEPHONE
NUMBER**

AREA CODE

PHONE NUMBER; EXTENSION

()

Receipt Number

Amount

Date Processed

Date Imaged

**4 REASON
FOR FILING
STATEMENT**☐ CANDIDATE _____ (INDICATE OFFICE)☐ ELECTED OFFICIAL _____ (INDICATE OFFICE)☐ ZONING BOARD OF ADJUSTMENT (APPLICANT OR APPOINTEE) _____☐ PLANNING AND ZONING COMMISSION (APPLICANT OR APPOINTEE) _____☐ TWO (2) BUSINESS DAYS FOLLOWING THE CLOSING OF FILING FOR ELECTIVE
OFFICE OR APPOINTMENT☐ CHANGES TO BE FILED JANUARY 15TH☐ CHANGES TO BE FILED JULY 15TH☐ SUPPLEMENTAL CHANGES

5 Provide information for spouse and dependent children whose financial activity the filer had actual control over during this filing period. In addition, the source of annual income of the spouse shall be provided, as subject to federal election reporting requirements for a spouse:

☐ SPOUSE _____☐ DEPENDENT CHILD 1 _____

2 _____

3 _____

6 ☐ NO CHANGE. I do by here verify that there has been no changes since the previous filing of the Financial Disclosure and Business Conflict of Interest Forms. PLEASE SEE FORM 8

In parts 1-4 disclose your financial activity during the 12 months proceeding the date of filing. In part 5 disclose not only your own financial activity, but also that of your spouse and/or dependent child or children, if you had actual control over that person's financial activity.

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: _____

DATE: _____

SOURCES OF OCCUPATIONAL INCOME**Form 2**

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on FORM 1.

¹ INFORMATION RELATES TO☐ FILER☐ SPOUSE☐ DEPENDENT CHILD _____² EMPLOYMENT☐ EMPLOYED BY ANOTHER☐ SELF EMPLOYED

NAME AND ADDRESS OF EMPLOYER / POSITION HELD

NATURE OF OCCUPATION / NAME AND ADDRESS / POSITION HELD

INFORMATION RELATES TO

☐ FILER☐ SPOUSE☐ DEPENDENT CHILD _____

EMPLOYMENT

☐ EMPLOYED BY ANOTHER☐ SELF EMPLOYED

NAME AND ADDRESS OF EMPLOYER / POSITION HELD

NATURE OF OCCUPATION / NAME AND ADDRESS / POSITION HELD

INFORMATION RELATES TO

☐ FILER☐ SPOUSE☐ DEPENDENT CHILD _____

EMPLOYMENT

☐ EMPLOYED BY ANOTHER☐ SELF EMPLOYED

NAME AND ADDRESS OF EMPLOYER / POSITION HELD

NATURE OF OCCUPATION

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: _____

DATE: _____

INTERESTS IN REAL PROPERTY**Form 3**

Describe all beneficial interests in real property held or acquired by you, your spouse, or a dependent child during the calendar year within the area crosshatched on the map attached to Ordinance 02-1322.
For more information see INSTRUCTION GUIDE

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

1 HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
2 DESCRIPTION	Lot _____ City _____ Block _____ County _____ Subdivision _____ Ad Valorem Tax Account Number _____ Acres and Tract _____
3 STREET ADDRESS ☐ NOT APPLICABLE	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
4 NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
2 DESCRIPTION	Lot _____ City _____ Block _____ County _____ Subdivision _____ Ad Valorem Tax Account Number _____ Acres and Tract _____
3 STREET ADDRESS ☐ NOT APPLICABLE	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
4 NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: _____

DATE: _____

Gifts**Form 4**

Identify any person or organization that has given a gift worth more than \$250 to you, or those under your financial control as defined in Ordinance 02-1322. Do not include: 1) expenditures required to be reported by a person required to be registered as a lobbyist under Government Code, Chapter 305, 2) political contributions reported as required by law, or 3) gifts given by a person related to the recipient within the second degree by consanguinity or affinity.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
² DONOR	NAME AND ADDRESS
³ DESCRIPTION OF GIFT	
RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DONOR	NAME AND ADDRESS
DESCRIPTION OF GIFT	
RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DONOR	NAME AND ADDRESS
DESCRIPTION OF GIFT	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: _____

DATE: _____

BOARDS AND EXECUTIVE POSITIONS**Form 5**

This section is for information concerning executive positions and directorship held by you or those under your financial control. For more information see INSTRUCTION GUIDE

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
² ORGANIZATION ☐ NON PROFIT ☐ CHARITABLE ASSOCIATION ☐ BUSINESS ASSOCIATION	ADDRESS
³ POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION ☐ NON PROFIT ☐ CHARITABLE ASSOCIATION ☐ BUSINESS ASSOCIATION	ADDRESS
POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION	
POSITION HELD	
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: _____

DATE: _____

BANKRUPTCIES**Form 6**

Individuals shall disclose any bankruptcy petition by or against the individual, their spouse, a business entity in which the individual owned a beneficial interest of 10% or more, or a business entity in which the individual was an officer or director of the business entity at the time of bankruptcy filing. For more information see INSTRUCTION GUIDE

1 TYPE OF BANKRUPTCY NAME _____	☐ PERSONAL ☐ BUSINESS ☐ N/A ☐ NONE
2 CHAPTER	☐ 7 ☐ 11 ☐ 13
3 IF CHAPTER 7 DID YOU RECEIVE A DISCHARGE	☐ YES ☐ NO
4 IF CHAPTER 11 OR 13 DID YOU COMPLETE A SUCCESSFUL REORGANIZATION	☐ YES ☐ NO

Misdemeanor Involving Moral Turpitude and Felonies

Individuals shall disclose any information which charges a misdemeanor involving moral turpitude, a felony indictment, conviction of a misdemeanor involving moral turpitude or conviction of a felony of the individual or of a business entity in which the individual had a 10% or more beneficial interest or where the individual was at the time of the filing or conviction an officer or director of the business entity.

1 NAME _____ Business or Entity Charged	☐ PERSONAL ☐ BUSINESS
2 TYPE OF INDICTMENT or INFORMATION	
3 NATURE OF OFFENSE	DESCRIPTION
4 DISPOSITION OF INDICTMENT or INFORMATION	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: _____

DATE: _____

**INTERESTS IN PARTNERSHIPS, JOINT VENTURES,
OR OTHER BUSINESS ASSOCIATIONS****Form 7**

Describe all interests in business entities held or acquired by you or those under your financial control as defined in Ordinance 02-1322. For an explanation of "beneficial interest" and other specific directions for completing this section, see INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION	NAME AND ADDRESS
NATURE OF BUSINESS	
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION	NAME AND ADDRESS
NATURE OF BUSINESS	
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: _____

DATE: _____

**PERSONAL FINANCIAL STATEMENT
AFFIDAVIT****Form 8**

The Ordinance 02-1322 requires that the disclosures in the Financial Disclosure and Business Conflict of Interest Forms be verified. The verification page must have the signatures of the Financial Disclosure and Business Conflict of Interest Forms, as well as the signature and seal of a notary public. Without proper verification, the statement is not considered filed. Falsification of information is subject to criminal prosecution under state penal code.

Before me, the undersigned authority, personally appeared _____
who, after being duly sworn upon their oath deposed and stated as follows:

"My name is _____ and I hereby submit for filing pursuant to
Ordinance No. 0-02-1322 of the City of Colleyville, the attached Financial Disclosure and Business Conflict
of Interest Forms. I have personal knowledge of all information contained in said forms and all information
contained in the forms is true and correct."

"Further, all of the information contained in the forms is complete. There is no information that has
been withheld or not disclosed which is responsive to or required to be disclosed by the forms."

Affiant

Sworn to and subscribed before me, this the _____ day of _____, 2002.

Notary Public, State of Texas

INITIAL HERE: _____

DATE: _____

ORDINANCE O-13-1896

AMENDING ORDINANCE O-02-1322 FILING DATES OF A FINANCIAL DISCLOSURE AND BUSINESS CONFLICTS OF INTEREST FORM; PROVIDING FOR THE VIOLATION OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council approved Ordinance O-02-1322 on February 5, 2002, to establish the filing of a Financial Disclosure and Business Conflicts of Interest Statement for elected officials, candidates, and certain boards and commission members; establish definitions of terms; promulgate reporting forms; and provide for filing dates; and

WHEREAS, the City Council deems it in the best interests of the public to make available certain information about candidates for public office, elected officials, and members of the Planning and Zoning Commission, and the Zoning Board of Adjustment that may influence their decisions, or determine whether they can make unbiased decisions; and

WHEREAS, the City Council wishes to ensure citizen trust of elected and appointed officials of the City; and

WHEREAS, the original disclosure ordinance is in need of an update to make compliance more practicable, while achieving the same basic goals; 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 are to promote the public health, safety, and general welfare of the citizens of the City of Colleyville.

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 Ordinance O-02-1322 is hereby amended to include the following:
- (1) Section 5B shall read as follows: Sitting Councilmembers, including the Mayor, shall have a duty to file supplemental disclosures upon the Financial Disclosure and Business Conflict of Interest Forms, which are attached hereto, within five (5) days of an occurrence of any change in the information reflected in the Financial Disclosure and Business Conflict of Interest Forms previously filed by the individual.
 - (2) Section 5D: shall read as follows: Sitting members of the Planning and Zoning Commission and the Zoning Board of Adjustment, shall have a duty to file supplemental disclosures upon the Financial Disclosure and Business Conflict of Interest Forms, which are attached hereto, within five (5) days of an occurrence of any change in the information reflected in the Financial Disclosure and Business Conflict of Interest Forms previously filed by the individual.
 - (3) The boundary map has been revised to include the Colleyville City limits only, attached as Exhibit "A".
 - (4) Section 6 is deleted entirely.
 - (5) Section 7 shall read as follows: THAT the failure to file any change in the Financial Disclosure and Business Conflict of Interest Forms, including any supplements required thereto, shall constitute a violation of this ordinance and shall be punishable by a fine not to exceed the sum of \$500.00. It shall be a defense, to any prosecution of a violation of this ordinance, that within five (5) days of any change in the Financial Disclosure and Business Conflict of Interest Form, including any supplements required thereto, the individual filed a Financial Disclosure and Business

Conflict of Interest Form in conformity with the provisions of this ordinance.

- Sec. 3. THAT the Financial Disclosure and Business Conflict of Interest Forms which are attached hereto as Exhibit "B", shall be verified as provided therein, and shall be filed with the City Secretary on the aforementioned dates.
- Sec. 4. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 5. THAT in addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.
- Sec. 6. THAT Ordinance O-02-1322 shall remain in full force and effect, except where amended by this ordinance.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 5th day of November 2013.

The second reading and public hearing being conducted on the 19th day of November 2013.

PASSED AND APPROVED by the City Council of the City of Colleyville, Texas, on this the 19th day of November 2013.

ATTEST:



Amy Shelley, TRMC
City Secretary

CITY OF COLLEYVILLE



Mike Taylor
Mayor Pro Tem

APPROVED AS TO FORM AND LEGALITY:

MA G. R

Matthew C. G. Boyle
City Attorney

Exhibit "A"

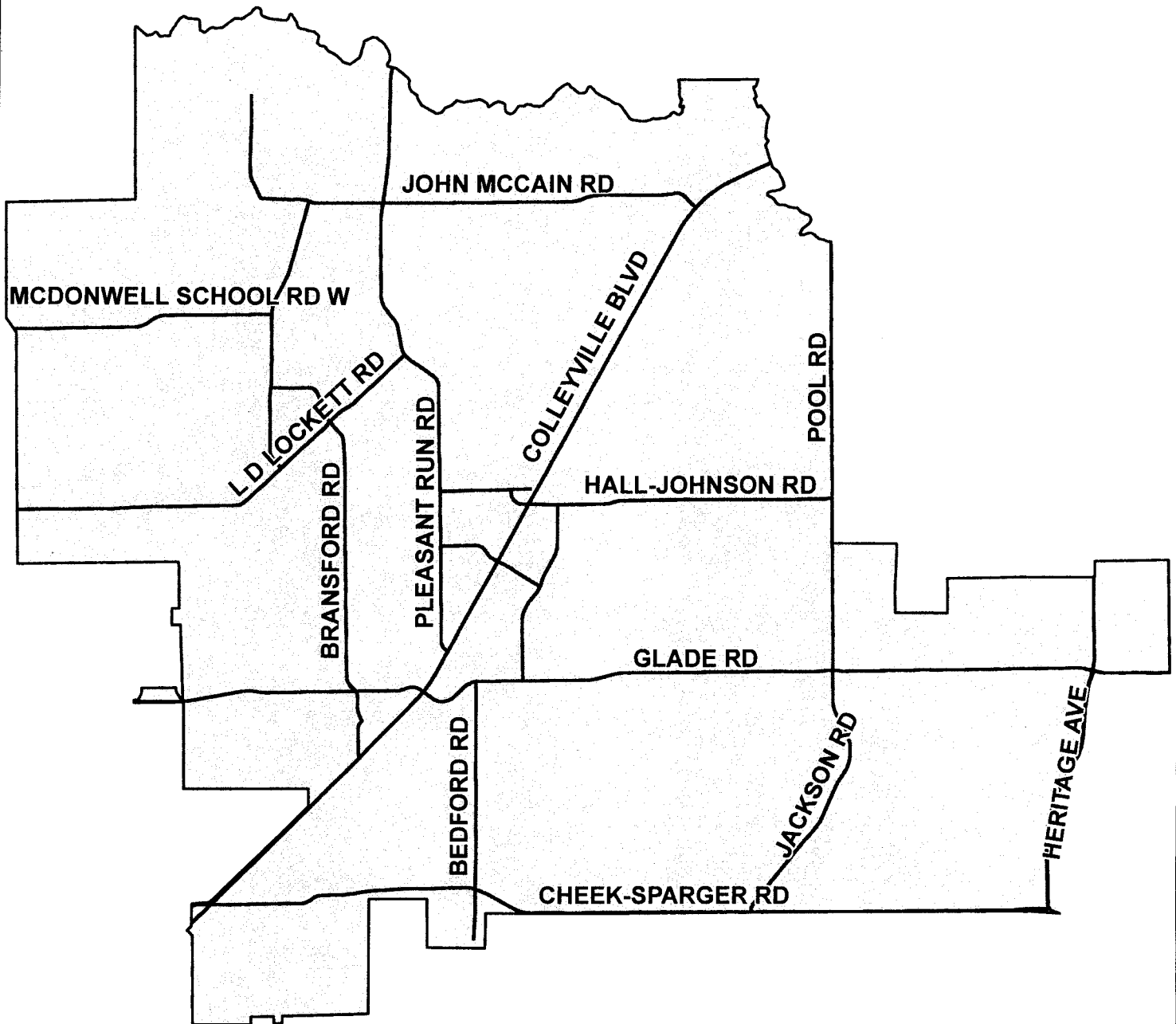


Exhibit "B"

City of Colleyville

Financial Disclosure and Business Conflict of Interest Forms

INFORMATION STATEMENT		Form 1	
		TOTAL NUMBER OF PAGES FILED:	
		OFFICE USE ONLY	
1 NAME	TITLE; FIRST, MI NICK NAME; LAST, SUFFIX	Account Number	Date Received
2 ADDRESS	ADDRESS / CITY / STATE / ZIP	Receipt Number Amount Date Processed Date Integrated	
3 TELEPHONE NUMBER	AREA CODE PHONE NUMBER; EXTENSION ()		
4 REASON FOR FILING STATEMENT	☐ CANDIDATE _____ (INDICATE OFFICE) ☐ ELECTED OFFICIAL _____ (INDICATE OFFICE) ☐ ZONING BOARD OF ADJUSTMENT (APPLICANT OR APPOINTEE) _____ ☐ PLANNING AND ZONING COMMISSION (APPLICANT OR APPOINTEE) _____ ☐ TWO (2) BUSINESS DAYS FOLLOWING THE CLOSING OF FILING FOR ELECTIVE OFFICE OR APPOINTMENT ☐ SUPPLEMENTAL DISCLOSURE FILED WITHIN FIVE (5) DAYS OF AN OCCURRENCE IN PREVIOUSLY FILED FORMS		
5 Provide information for spouse and dependent children whose financial activity the filer had actual control over during this filing period. In addition, the source of annual income of the spouse shall be provided, as subject to federal election reporting requirements for a spouse: ☐ SPOUSE _____ ☐ DEPENDENT CHILD 1 _____ 2 _____ 3 _____			
In parts 1-4 disclose your financial activity during the 12 months proceeding the date of filing. In part 5 disclose not only your own financial activity, but also that of your spouse and/or dependent child or children, if you had actual control over that person's financial activity. COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY			

INITIAL HERE: _____

DATE: _____

SOURCES OF OCCUPATIONAL INCOME**Form 2**

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on FORM 1.

¹ INFORMATION RELATES TO	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
² EMPLOYMENT ☐ EMPLOYED BY ANOTHER ☐ SELF EMPLOYED	NAME AND ADDRESS OF EMPLOYER / POSITION HELD NATURE OF OCCUPATION / NAME AND ADDRESS / POSITION HELD
INFORMATION RELATES TO	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
EMPLOYMENT ☐ EMPLOYED BY ANOTHER ☐ SELF EMPLOYED	NAME AND ADDRESS OF EMPLOYER / POSITION HELD NATURE OF OCCUPATION / NAME AND ADDRESS / POSITION HELD
INFORMATION RELATES TO	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
EMPLOYMENT ☐ EMPLOYED BY ANOTHER ☐ SELF EMPLOYED	NAME AND ADDRESS OF EMPLOYER / POSITION HELD NATURE OF OCCUPATION
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: _____

DATE: _____

INTERESTS IN REAL PROPERTY**Form 3**

Describe all beneficial interests in real property held or acquired by you, your spouse, or a dependent child during the calendar year

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

1 HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
2 DESCRIPTION	Lot _____ City _____ Block _____ County _____ Subdivision _____ Ad Valorem Tax Account Number _____ Acres and Tract _____
3 STREET ADDRESS ☐ NOT APPLICABLE	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
4 NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
2 DESCRIPTION	Lot _____ City _____ Block _____ County _____ Subdivision _____ Ad Valorem Tax Account Number _____ Acres and Tract _____
3 STREET ADDRESS ☐ NOT APPLICABLE	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
4 NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: _____

DATE: _____

Gifts**Form 4**

Identify any person or organization that has given a gift worth more than \$250 to you, or those under your financial Control. Do not include: 1) expenditures required to be reported by a person required to be registered as a lobbyist under Government Code, Chapter 305, 2) political contributions reported as required by law, or 3) gifts given by a person related to the recipient within the second degree by consanguinity or affinity.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
² DONOR	NAME AND ADDRESS
³ DESCRIPTION OF GIFT	
RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DONOR	NAME AND ADDRESS
DESCRIPTION OF GIFT	
RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DONOR	NAME AND ADDRESS
DESCRIPTION OF GIFT	
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: _____

DATE: _____

BOARDS AND EXECUTIVE POSITIONS**Form 5**

This section is for information concerning executive positions and directorship held by you or those under your financial control.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
² ORGANIZATION ☐ NON PROFIT ☐ CHARITABLE ASSOCIATION ☐ BUSINESS ASSOCIATION	ADDRESS
³ POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION ☐ NON PROFIT ☐ CHARITABLE ASSOCIATION ☐ BUSINESS ASSOCIATION	ADDRESS
POSITION HELD	
POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
ORGANIZATION	
POSITION HELD	
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: _____

DATE: _____

BANKRUPTCIES**Form 6**

Individuals shall disclose any bankruptcy petition by or against the individual, their spouse, a business entity in which the individual owned a beneficial interest of 10% or more, or a business entity in which the individual was an officer or director of the business entity at the time of bankruptcy filing.

1 TYPE OF BANKRUPTCY NAME _____	☐ PERSONAL ☐ BUSINESS ☐ N/A ☐ NONE
2 CHAPTER	☐ 7 ☐ 11 ☐ 13
3 IF CHAPTER 7 DID YOU RECEIVE A DISCHARGE	☐ YES ☐ NO
4 IF CHAPTER 11 OR 13 DID YOU COMPLETE A SUCCESSFUL REORGANIZATION	☐ YES ☐ NO

Misdemeanor Involving Moral Turpitude and Felonies

Individuals shall disclose any information which charges a misdemeanor involving moral turpitude, a felony indictment, conviction of a misdemeanor involving moral turpitude or conviction of a felony of the individual or of a business entity in which the individual had a 10% or more beneficial interest or where the individual was at the time of the filing or conviction an officer or director of the business entity.

1 NAME _____ Business or Entity Charged	☐ PERSONAL ☐ BUSINESS
2 TYPE OF INDICTMENT or INFORMATION	
3 NATURE OF OFFENSE	DESCRIPTION
4 DISPOSITION OF INDICTMENT or INFORMATION	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: _____

DATE: _____

**INTERESTS IN PARTNERSHIPS, JOINT VENTURES,
OR OTHER BUSINESS ASSOCIATIONS****Form 7**

Describe all Interests in business entities held or acquired by you or those under your financial control.

When reporting Information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION	NAME AND ADDRESS
NATURE OF BUSINESS	
HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD _____
DESCRIPTION	NAME AND ADDRESS
NATURE OF BUSINESS	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: _____

DATE: _____

**PERSONAL FINANCIAL STATEMENT
AFFIDAVIT****Form 8**

Financial Disclosure and Business Conflict of Interest Forms are required to be verified. The verification page must have the signatures of the Financial Disclosure and Business Conflict of Interest Forms, as well as the signature and seal of a notary public. Without proper verification the statement is not considered filed. Falsification of information is subject to criminal prosecution under state penal code.

Before me, the undersigned authority, personally appeared _____
who, after being duly sworn upon their oath deposed and stated as follows:

"My name is _____ and I hereby submit for filing
the attached Financial Disclosure and Business Conflict of Interest Forms. I have personal
knowledge of all information contained in said forms and all information contained in the
forms is true and correct."

"Further, all of the information contained in the forms is complete. There is no information
that has been withheld or not disclosed which is responsive to or required to be disclosed
by the forms."

Affiant

Sworn to and subscribed before me, this the _____ day of _____ 20____.

Notary Public, State of Texas

INITIAL HERE: _____

DATE: _____

ORDINANCE O-16-2002

BEING AN ORDINANCE REPEALING AND REPLACING THE REQUIREMENTS FOR FILING OF A FINANCIAL DISCLOSURE AND BUSINESS CONFLICTS OF INTEREST STATEMENT FOR ELECTED OFFICIALS, CANDIDATES, CERTAIN BOARD AND COMMISSION APPLICANTS AND MEMBERS, CITY MANAGER, AND SENIOR CITY STAFF; PROVIDING FOR AN AMENDED DISCLOSURE MAP; APPROVING THE FINANCIAL DISCLOSURE AND BUSINESS CONFLICTS OF INTEREST STATEMENT FORMS; REPEALING ORDINANCES O-02-1322 AND O-13-1896; PROVIDING FOR VIOLATIONS OF THIS ORDINANCE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR INJUNCTIVE RELIEF; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council approved Ordinance O-02-1322 on February 5, 2002, to establish the filing of a Financial Disclosure and Business Conflicts of Interest Statement for elected officials, candidates, and certain board and commission members; establish definitions of terms; promulgate reporting forms; and provide for filing dates; and

WHEREAS, the City Council amended Ordinance O-02-1322 on November 19, 2013, by approval and adoption of Ordinance O-13-1896; and

WHEREAS, on November 8, 2016, Charter Amendment ballot Proposition 5 passed during a special election, providing for an amendment to Section 14.02 of the City of Colleyville Charter entitled Personal Financial Interest, by adding new subsection (K) to provide, in relevant part, that all Council and Mayoral candidates, Planning and Zoning Commission and Board of Adjustment applicants, City Manager and senior City staff shall file financial disclosure and conflict of interest forms with the City; 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.

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

Sec. 1. THAT the terms used in this ordinance and/or exhibits attached hereto shall have the following meaning:

- A. Beneficial Interest. A "beneficial interest" means an ownership of either legal or equitable title and includes any ownership interest held in trust where the individual is either the trustee or the beneficiary of the trust. Where the reference to a beneficial interest relates to a certain percentage of ownership in a business entity, it is meant that the defined person(s) owns or is entitled to either a legal or equitable interest equal to or greater than that percentage of the business entity.
- B. Business and/or Business Entity. A "business" and/or business entity" means sole proprietorship, limited liability company, partnership, firm, corporation, holding company, joint stock company, receivership, trust, or any other entity recognized by law through which business or profit is conducted.
- C. Disclosure Forms. The "Disclosure Form(s)" means the newly revised City of Colleyville Financial Disclosure and Business Conflict of Interest Forms, attached hereto as Exhibit "A".
- D. Senior City Staff. "Senior Staff" means all City employees with the position title "Director" or higher as provided in the City's organizational chart, as the same may be amended from time to time. The term shall include the City Manager and City Secretary.

Sec. 2. THAT the newly revised Disclosure Forms attached hereto as Exhibit "A" are hereby adopted and approved.

Sec. 3. THAT the newly revised Financial Disclosure and Business Conflict of Interest Disclosure Area Map, attached hereto as Exhibit "B", is hereby adopted and approved.

- Sec. 4. THAT the disclosures required by the City Charter and/or this ordinance to be made on the Disclosure Forms attached hereto, shall be verified and timely filed with the City Secretary in accordance with deadlines established in Section 14.02 of the City Charter, this ordinance and/or the Disclosure Forms, as applicable. Notwithstanding any other provision to the contrary, currently employed Senior Staff will have sixty (60) days upon adoption of this ordinance to comply with the filing requirements.
- Sec. 5. Nothing in this ordinance shall be deemed to waive any confidentiality protection provided by state and/or federal law governing personal information of any person required to file a Disclosure Form under this ordinance.
- Sec. 6. THAT if any section, paragraph, subdivision, clause, phrase or provision of this ordinance shall be judged invalid or unconstitutional, the same shall not affect the validity of this ordinance as a whole or any portion thereof other than that portion so decided to be invalid or unconstitutional.
- Sec. 7. THAT the failure to timely file a Disclosure Form in the manner required herein, including any supplement required thereto, shall constitute a violation of this ordinance and shall be punishable by a fine not to exceed the sum of \$500.00. It shall be a defense, to any prosecution of a violation of this ordinance, that within five (5) days of the deadline to file a required Disclosure Form, including any supplements required thereto, the individual filed the required Disclosure Form in conformity with the provisions of this ordinance. In addition to and accumulative of all other penalties, the City shall have the right to seek injunctive relief for any and all violations of this ordinance.
- Sec. 8. THAT Ordinances O-02-1322 and O-13-1896 are hereby repealed in their entirety.
- Sec. 9. THAT this ordinance will become effective immediately upon passage and publication as required by law.

AND IT IS SO ORDERED.

The first reading and public hearing being conducted on the 20th day of December 2016.

The second reading and public hearing being conducted on the 3rd day of January 2017.

PASSED AND APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE ____ day of _____ 2017.

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:

Whitt L. Wyatt
City Attorney

Exhibit "A"

City of Colleyville Financial Disclosure and Business Conflict of Interest Forms

PERSONAL FINANCIAL STATEMENT

AFFIDAVIT

Financial Disclosure and Business Conflict of Interest Forms shall be provided by candidates for Mayor and City Council and by applicants seeking appointments to the Planning and Zoning Commission or the Zoning Board of Adjustment, and shall file such forms within two (2) business days following the end of the candidate filing period, or if for appointment, within (2) business day following the end of the application period stated in the official City advertisement for application for the position.

The city manager and the city manager's senior staff members (including any staff member who is appointed with City Council approval) shall also file the same within thirty (30) days of hiring. All person(s), as outlined above, shall have a duty to file supplemental disclosures annually and within five (5) business days of an occurrence of any change in the information reflected in the forms previously filed by the individual.

Before me, the undersigned authority, personally appeared: _____ who, after being duly sworn upon their oath and deposed and stated as follows:

"My name is _____ and I hereby submit for filing the attached Financial Disclosure and Business Conflict of Interest forms. I have personal knowledge of all information contained in said forms and all information contained in the forms is true and correct."

"Further, all information contained in the forms is complete. There is no information that has been withheld or not disclosed which is responsive to or required to be disclosed by the forms."

Affiant

Sworn to and subscribed before me, this the _____ day of _____, 20_____

Notary Public, State of Texas

INFORMATION STATEMENT

		TOTAL NUMBER OF PAGES FILED:
		OFFICE USE ONLY
1 NAME	First, MI Last, Suffix	Date Received
2 ADDRESS	Address/City/State/Zip	
3 TELEPHONE NUMBER	Area Code, Phone Number, Extension	
4 REASON FOR FILING STATEMENT	☐ ☐ ☐ ☐ ☐ ☐ ☐ EMPLOYEE _____ (CITY MANAGER OR *SENIOR STAFF) CANDIDATE _____ (INDICATE OFFICE) ELECTED OFFICIAL _____ (INDICATE OFFICE) ZONING BOARD OF ADJUSTMENT (APPLICANT OR APPOINTEE) _____ PLANNING & ZONING COMMISSION (APPLICANT OR APPOINTEE) _____ Two (2) business days following the end of the candidate filing period or if appointment, following the end of the application period stated in the official city advertisement for the position. Supplemental disclosure filed annually and within five (5) business days of an occurrence in previously filed form.	
*SENIOR STAFF is defined as those employees who are classified as directors and above in the City's classification system and the City Manager and City Secretary. 5 SPOUSE NAME _____ DEPENDENT CHILD/CHILDREN NAME(S) 1. _____ 2. _____ 3. _____ 4. _____		
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY		

INITIAL HERE: _____

DATE: _____

INTERESTS IN REAL PROPERTY**Section 1**

Describe the location, size, and current use of all property owned within the included map, or held in trust by the filer, spouse, and any dependent minor children, or any business entity in which the person has a financial interest.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Information Statement.

¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² DESCRIPTION	Lot _____ City _____ Block _____ County _____ Subdivision _____ Ad Valorem Tax Account Number _____ Acre(s) and Tract _____
³ STREET ADDRESS	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
⁴ NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY
¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² DESCRIPTION	Lot _____ City _____ Block _____ County _____ Subdivision _____ Ad Valorem Tax Account Number _____ Acre(s) and Tract _____
³ STREET ADDRESS	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
⁴ NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

☐ NOT APPLICABLE

INITIAL HERE: _____

DATE: _____

FEE, SALARY, OR GIFT**Section 2**

The name and address of any person or corporation which currently has or during the preceding twelve (12) months has had a contractual relationship with the City and from which the person(s) their spouse or dependent minor children have received a fee, salary, or gift of value exceeding one hundred dollars (\$100.00).

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Information Statement.

¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² FEE, SALARY, GIFT	NAME AND ADDRESS
³ DESCRIPTION OF FEE, SALARY, GIFT	
¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² FEE, SALARY, GIFT	NAME AND ADDRESS
³ DESCRIPTION OF FEE, SALARY, GIFT	
¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² FEE, SALARY, GIFT	NAME AND ADDRESS
³ DESCRIPTION OF FEE, SALARY, GIFT	
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

☐ NOT APPLICABLE

INITIAL HERE: _____

DATE: _____

BUSINESS INTERESTS**Section 3**

The name and address of any corporation or business, which currently has or in the preceding twelve (12) months has had a contractual relationship with the City, of which person(s), their spouse, or any dependent minor children own more than two percent (2%) of the outstanding equity interest or more than two percent (2%) of the assets.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on the Information Statement.

¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	
¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	
¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # ____
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

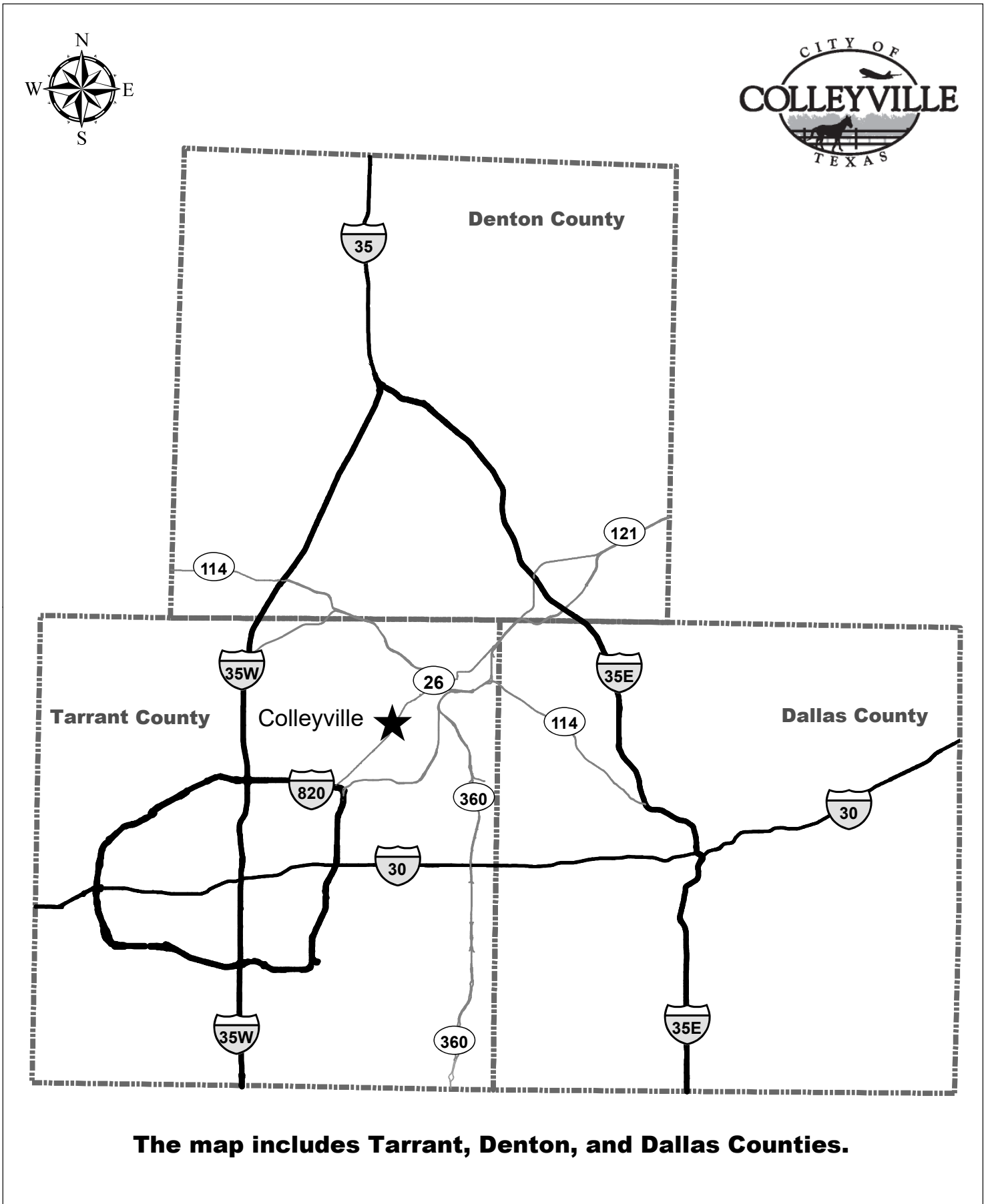
☐ NOT APPLICABLE

INITIAL HERE: ____

DATE: ____

Exhibit "B"

Financial Disclosure and Business Conflict of Interest Disclosure Area Map





City of Colleyville City Council Agenda Briefing

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

Agenda Number 7a

Agenda Date 12/20/2016

Number Resolution R-16-4068

Type Resolution

Department City Secretary

Title

Appointing members to the Classification and Compensation Study Committee

Strategy Map Connection

B2- Proactively seek process improvements and sustainable solutions

B4- Cultivate a culture of transparency and consistent communication

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

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

Explanation

Reading and Public Hearing

In the FY17 budget, the City set aside funds to conduct a comprehensive classification and compensation study. Best practices recommend a review of an organization's classification and compensation plan every three to four years. This is even more important when an organization is in a rapidly changing job market like the Dallas/Ft. Worth region. The last comprehensive study was conducted in FY13.

At the November 15, 2016 City Council Workession, the Council chose to move forward with appointing the mayor and a member of the City Council and up to two citizens with expertise in this field to the FY17 Classification and Compensation Study Committee. The purpose of this committee is to select a consultant, provide suggestions and recommendations to the consultant throughout the study, review drafts and provide input for presentation(s), review implementation costs and timelines, and provide recommendations to the City Council.

Based upon the recruitment and retention challenges the City is facing, the following staff members have been designated to participate on this committee as well:

- Assistant Police Chief Robert Hinton
- Fire Battalion Chief Tim Folden
- Public Works Director Jeremy Hutt
- Parks Manager Heather Dowell
- Strategic Services Manager Adrienne Lothery
- Human Resources Director Rachel Huitt

This item was tabled during the December 6, 2016 regular City Council meeting. The proposed Resolution R-16-4067 is attached for the City Council's consideration.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Classification & Compensation Committee Presentation
2. Resolution R-16-4068

Classification & Compensation Committee



Committee of Council, citizens and staff

- Select consultant
- Provide suggestions and recommendations to consultant
- Review drafts and provide input for presentations
- Review implementation costs and timelines
- Provide recommendations to Council

RESOLUTION R-16-4068

A RESOLUTION APPOINTING MEMBERS TO THE CLASSIFICATION AND COMPENSATION STUDY COMMITTEE

WHEREAS, best practices recommend a review of an organization's classification and compensation plan on a regular basis; and

WHEREAS, the City's current strategy is to perform a comprehensive study every three to four years; and

WHEREAS, the last comprehensive study was conducted in FY13; and

WHEREAS, in the FY17 budget, the City set aside funds to conduct a comprehensive classification and compensation study.

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

Sec. 1. THAT the following City Councilmembers are appointed to the Classification and Compensation Study Committee:

- Mayor Richard Newton
-

Sec. 2. THAT the following citizens are appointed to the Classification and Compensation Study Committee:

-
-

Sec. 3. THAT the committee's responsibilities may include:

- a. Select a consultant to conduct a comprehensive classification and compensation study.
- b. Provide suggestions and recommendations to the consultant throughout the study.
- c. Review drafts and provide input for presentations.
- d. Review implementation costs and timelines.
- e. Provide recommendations to the City Council.

- Sec. 4. THAT the Committee shall use its best efforts to complete this project by April 18, 2017.
- Sec. 5. THAT upon issuance of final recommendations to the City Council, the work of the Committee will be completed, and the terms of the Committee members will be concluded.
- Sec. 6. 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 DECEMBER 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 8a

Agenda Date 12/20/2016

Number Resolution R-16-4072

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Architectural Review Commission

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

The Architectural Review Commission (ARC), is comprised of seven members and meets as needed. The Commission did not meet in 2015 or 2016. The City Council established ARC to engage the Colleyville community in the City's economic development efforts. The Commission serves in an advisory role to the City Council and provides recommendations on matching grant applications, recommendations related to issues such as the quality and effectiveness of Colleyville's Commercial Design Standards, and the possibility of an Overlay District within the core of the Colleyville Boulevard corridor.

There are four (4) positions on the ARC whose terms expire December 2016. The positions were advertised and the incumbents were notified their term was expiring and asked to submit an Application for Appointment, if they wished to be considered for reappointment.

The following Commissioner's terms expire December 2016:

- Jim Makens
- Brian Margetts
- Christina Keilson Talley
- Curtis Young

The applicants are listed below and the applications are attached:

- Mark Burnett
- George Lynch
- Frank Manzare
- Jason McDougall
- Curtis Young

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

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Architectural Review Commission roster
2. Architectural Review Commission applications for appointment
3. Resolution R-16-4072

ARCHITECTURAL REVIEW COMMISSION

Jeffrey Ground

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

John Hines

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

Jim Makens

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

Brian Margetts

7105 Vanguard Court
Colleyville, TX 76034
H: (865) 201-0320
texasgecko@me.com
TERM: Feb 2016 - Dec 2016

Christina Keilson Talley

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

Gerald Ward

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

Curtis W. Young

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



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

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

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

1. Architectural Review Commission

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

2. Parks and Recreation Advisory Board

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Mark L. Burnett

Address: 77 Veranda Lane, Colleyville 76034

Home phone: 214-621-8591

Work phone: 214-621-8591

E-mail Address: marklburdette@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 had a life long interest in Architecture. In college I did an independent study of airport architecture, and studied medieval architecture. The architecture courses were some of my strongest grades in college. When I graduated, with a degree in physics, I went to work for Trans World Airlines. My career didn't provide much opportunity to pursue my interest in architecture, aside from participating in the planning of some facility improvements and renovations.

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

Attached

Signature: *Mark L. Burnett*

Date: 11/22/16

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

Mark L. Burnett

Application for appointment

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

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

I have had a life-long interest in Architecture. In college I did an independent study of airport architecture, and studied medieval architecture. The architecture courses were some of my strongest grades in college. When I graduated, with a degree in physics, I went to work for Trans World Airlines. My career didn't provide much opportunity to pursue my interest in architecture, aside from participating in the planning of some facility improvements and renovations. In 1991, I left Trans World Airlines, and joined American Airlines in the labor relations field. I held increasingly responsible positions with American in Employee Relations, until I retired in 2012 after having served as the Vice President of Employee Relations since 2004. My Employee and Labor Relations experience gave me a great opportunity to hone my mediation and negotiation skills, and to learn how to accomplish goals with a variety of different types of people, who often had competing interests. I believe those skills would be useful in volunteer work for the city of Colleyville, which has been my home since 1991. I am also a photographer, and own a photography business, photomarque, llc, which is focused on free-lance work, and travel and landscape photography. I am also currently working as a Mediator and Arbitrator of primarily labor disputes, doing work for Southwest Airlines, DART, the BBB Autoline program, and Jet Blue Airlines, among others.



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

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

1. Architectural Review Commission

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

2. Metroport Teen Court Advisory Board
3. Planning and Zoning Commission

Name: ☐ Ms. ☐ Mrs. ☒ Mr. George Lynch

Address: 2702 Summertree, Colleyville, TX 76034

Home phone: 817-929-3136

Work phone: 817-575-9923

E-mail Address: george@traffick911.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 serve as CEO of Traffick911, an NGO that exists to free youth from sex trafficking. In that role, I sit on a number of interdisciplinary boards to collaborate on issues of public safety and advocacy. Serve on North Texas Coalition Against Human Trafficking (Governor's office representative, police, DAs, NGOs, school district representatives) and CEASE (Cities Equipped to Abolish Sexual Exploitation) Network police, DAs, NGOs, school district representatives, Denton County Coalition (police and NGOs working on social service needs of Denton County).

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

Signature: _____

Date: 11/18/2016

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 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. Download the financial disclosure form here.

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

1. Click to choose from drop down menu - ARC
2. Click to choose from drop down menu - CVcenter
3. Click to choose from drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Frank Manzare

Address: 5105 Apple Valley Dr

Home Phone: 682-214-1655

Work Phone: 214-475-3334

E-mail Address: fjmanzari@aol.com

Fax: 214-677-9002

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

City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:

have previously served on the Traffic Advisory Committee. I have been in the residential remodeling business since 1977 and co owner of Statewide Remodeling since its inception in 1994

1. What do you perceive your role will be in serving on a board, commission, or committee?

I have lived in Colleyville since 1987. Built a home here at that time and moved to present home in 2005. I feel I have a lot of knowledge gained from my almost 30 years here that would be of use to any committee.

2. In your opinion, what policies/programs/assets of Colleyville are working well?

At the present time I have little knowledge of the workings of current policies/programs or assets.

3. What are some issues in Colleyville that may require change?

I think residential lot density is becoming an issue of great concern. Roads are another area that needs attention

4. If you could influence the City in just one way, what would that be?

Control growth

5. Please share with us your vision for the City of Colleyville.

I think we have to control growth. from what I see around Colleyville it appears there is a lot of development going in different directions. I have not seen the master development plan for the city so it may just be my personal impression. We have a beautiful community and a good school district. We need to maintain & improve where possible

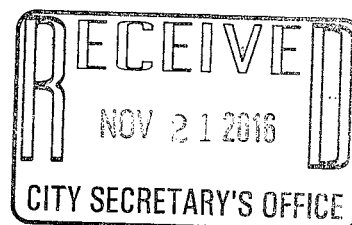
Signature: _____

Date: _____

All information provided is public pursuant to the Texas Public Information Act.

Please return completed application to:

City Secretary, 100 Main Street, Colleyville, TX 76034, Office: 817.503.1130 Fax: 817.503.1130
 sloven@colleyville.com or asheliev@colleyville.com





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. Architectural Review Commission



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

2. Parks and Recreation Advisory Board



3. Colleyville Center Advisory Committee



Name: ☐ Ms. ☐ Mrs. ☒ Mr. Jason McDougall

Address: 3713 Sweetbriar Ln

Home phone: 682-207-8425

Work phone:

E-mail Address: mcdougall@live.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'm a self employed real estate investor and real estate agent, and I would like to be considered for the Architectural Review Commission. I hold a CompTIA Project+ Project Management certification, and manage the renovations of the houses that I buy and sell. I have lived in Colleyville for 5 years, and I love this city. I've been searching for a way to get involved in the community and use my skill set, and I think that this would be a great opportunity for me to give back and help shape the city that I live in.

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

- I volunteer with Gateway Church each month to build wheelchair ramps for disabled people in the community.
- I'm going to be the president of Woodbriar Estates HOA in October 2017.

Signature: *Jason McDougall*

Date: 11/23/16

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 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. [Download the financial disclosure form here.](#)

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

1. Architectural Review Commission
2. Click to choose from drop down menu
3. Click to choose from drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Curtis Young

Address: 8003 Jefferson Circle, Colleyville, Texas 76034

Home Phone: 817-498-2011/817-909-0909 Work Phone: 817-424-2626

E-mail Address: cyoung@sage-dfw.com Fax: 817-424-2626

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

City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:

Past member, Hwy 26 Committee; current member of the Architectural Review Commission. Past member, Grapevine P&Z- 1990-96. Registered Architect, Texas and other states. National Architectural Registration Certificate.

1. What do you perceive your role will be in serving on a board, commission, or committee?

As the ARC is an advisory board to the City Council, my role would be to utilize my education, knowledge and professional experience to analyze whatever architectural issue we are tasked to review, and provide the Council with the best advice possible, to assist them in their decision making process.

2. In your opinion, what policies/programs/assets of Colleyville are working well?

Colleyville has wonderful neighborhoods, which is why most of us live here. We have enjoyed and participated in the youth programs over the years and always felt they were well run. As a member of a neighborhood HOA Board, the city staff has always been responsive to issues or questions we have raised.

3. What are some issues in Colleyville that may require change?

Many of the roads are in various states of disrepair, and often they are fixed in a piecemeal fashion, which ultimately seems to result in a short-lived fix. Obviously, roads are a big-ticket item, but they are an asset or liability that affects all residents.

4. If you could influence the City in just one way, what would that be?

I would hope that the city would be open to all viewpoints, on some of the more controversial issues that come up, and strive to make decisions and implement policy to the benefit of all residents, not just the few that may speak up at one time.

5. Please share with us your vision for the City of Colleyville.

My vision is for Colleyville to remain a great place to live and raise a family, and also to continue to evolve and add amenities and strive for high quality in all new things added.

Signature: Curtis Young

Digitally signed by Curtis Young
DN: cn=Curtis Young, o, ou, email=cyoung@sage-dfw.com, c=US
Date: 2016.11.21 17:44:23 -06'00'

Date: 11/21/16

All information provided is public pursuant to the Texas Public Information Act.

Please return completed application to:

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

RESOLUTION R-16-4072

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

WHEREAS, four (4) positions on the Architectural Review Commission have terms expiring December 2016.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following persons to the Architectural Review Commission with a term expiring December 2018:

-
-
-
-

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 20TH DAY OF DECEMBER 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 8b

Agenda Date 12/20/2016

Number Resolution R-16-4073

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Colleyville Center Advisory Committee

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

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

The terms of three (3) at-large members, and three (3) organization representatives (Colleyville Garden Club, Colleyville Lions Club, and National Charity League) of the CCAC expire December 2016. Each organization has provided an appointment name, as shown below under "Organization representatives."

Additionally, one (1) additional organization representative for the Colleyville Chamber of Commerce was approved by an amendment to the CCAC bylaws, which provided for the Chamber of Commerce to appoint a representative (bylaws excerpt attached). The Chamber of Commerce chose to wait until this appointment period to appoint their representative; however, they have now asked to delay an appointment until a Chamber Director is hired. The positions were advertised and incumbents and organizations, were asked to submit an Application for Appointment, if they wished to be considered for reappointment.

The following at-large committee member's terms expire December 2016:

- Louis Miller
- Amy Redfearn
- Paul Vigiletti

The following organization committee member's terms expire December 2016:

- Julie George – Colleyville Garden Club
- Tom Westerman – Colleyville Lions Club
- Tracy Cutrona – National Charity League

- To be appointed - Colleyville Chamber of Commerce

There are six (6) applicants for the at-large positions, and four (4) organization appointments.

The applicants are listed below and applications are attached.

At-Large:

- Patrina Fowler
- Frank Manzare
- Karen Matusic
- Jason McDougall
- Amy Redfearn
- Paul Vigiletti

Organization representatives:

- Julie George - Colleyville Garden Club
- Louis Miller - Colleyville Lions Club
- Sandi Totherow - National Charity League
- Deferred to a later date - Colleyville Chamber of Commerce

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

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Colleyville Center Advisory Committee roster
2. Colleyville Center Advisory Committee Bylaws Excerpt
3. Colleyville Center Advisory Committee Applications for Appointment
4. Resolution R-16-4073

COLLEYVILLE CENTER ADVISORY COMMITTEE

At-Large

Adrian Esquivel

304 Oak Valley Drive

Colleyville, TX 76034

H: (817) 905-2356

Adresquivel11@gmail.com

TERM: Feb 2016 – Dec 2017

At-Large

Earlene Garvey

4508 Cresthaven Drive

Colleyville, TX 76034

W: (817) 271-3257

H: (817) 271-3257

Earlene.Garvey@gmail.com

TERM: Dec 2015 - Dec 2017

At-Large

Judith Goodwin

4001 Allendale Street

Colleyville, TX 76034

H: (817) 267-8702

dongoodwin@verizon.net

TERM: Dec 2015 - Dec 2017

At-Large

Mark Johnson

4804 Mill Brook Drive

Colleyville, TX 76034

H: (817) 909-0778

markjohnson49@mac.com

TERM: Dec 2015 - Dec 2017

At-Large

Louis C. Miller

7802 Tillman Hill Court

Colleyville, TX 76034

W: (817) 994-6180

millerlouis@sbcglobal.net

TERM: Dec 2014 - Dec 2016

At-Large

Fred Mills

5400 Linden Court

Colleyville, TX 76034

H: (817) 545-6862

saxmills@verizon.net

TERM: Dec 2015 - Dec 2017

At-Large

Amy Redfearn

7300 Chanel Court

Colleyville, TX 76034

W: (972) 896-3796

H: (817) 577-1009

amyredfearn@verizon.net

TERM: Dec 2014 - Dec 2016

At-large

Paul Vigiletti

604 Summertree Court

Colleyville, TX 76034

W: (817) 689-4475

H: (817) 485-7417

paubervig@att.net

TERM: Dec 2014 - Dec 2016

Colleyville Garden Club

Julie George

5908 Quality Hill Road

Colleyville, TX 76034

W: (214) 202-4671

H: (817) 577-2627

juliefgeorge@sbcglobal.net

TERM: Dec 2014 - Dec 2016

Colleyville Lions Club

Tom Westerman

308 Oak Valley

Colleyville, TX 76034

W: (817) 300-0881

H: (817) 485-0911

twesterman1@att.net

TERM: Dec 2014 - Dec 2016

National Charity League

Tracy Cutrona

Colleyville, TX 76034

TERM: Feb 2016 - Dec 2016

Colleyville Rotary Club

Mike Bolton

1305 Caldwell Creek Drive

Colleyville, TX 76034

TERM: Dec 2015 - Dec 2017

Colleyville Woman's Club

Darla Dennison

100 Franklin Court

Colleyville, TX 76034

H: (817) 770-8805

TERM: Dec 2015 - Dec 2017

Colleyville Chamber of Commerce

TERM: Dec 2016 – Dec 2018

Colleyville Center Advisory Committee Bylaws Excerpt

COLLEYVILLE CENTER ADVISORY COMMITTEE BYLAWS

ARTICLE I – Identification and Purpose

The Colleyville Community Center Advisory Committee was established by the City Council of Colleyville, Texas, by Resolution R-93-893 on June 15, 1993. The purpose of the Colleyville Community Center Advisory Committee is to maximize the role of citizens in the planning, design, and operation of the Community Center project and was established for a time period not to exceed one year.

The Colleyville Community Center Advisory Committee's charge was revised by the City Council of Colleyville, Texas, by Resolution R-97-1326 on October 21, 1997. The purpose of the Colleyville Community Center Advisory Committee is to recommend policies for rental and use of the Colleyville Center including policies and procedures; fee structure; develop long range plans for the use and marketing of the Center; and provide a written report of the Committee's activities and future plans for City Council on an annual basis.

The Colleyville Community Center name was changed by City Council by Resolution R-02-2058 on November 19, 2002, to Colleyville Center.

ARTICLE II – Membership

- 2.1 The Colleyville Center Advisory Committee shall consist of 14 members who shall be appointed by the City Council for a two-year term. The following civic organizations shall select a single representative from their organization to serve on the Advisory Committee for a two-year term: Colleyville Woman's Club, Colleyville Lions Club, Colleyville Garden Club, Colleyville Chapter of National Charity League, Colleyville Area Chamber of Commerce, and Colleyville Rotary Club. All other members of the Advisory Committee shall serve at-large.
- 2.2 Members shall serve without compensation and until their successors are appointed.
- 2.3 Members must be residents of Colleyville, Texas, unless City Council waives the residency requirement.



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

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

1. Metroport Teen Court Advisory Board

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

2. Colleyville Library Board

3. Colleyville Center Advisory Committee

Name: ☒ Ms. ☐ Mrs. ☐ Mr. Patrina L. Fowler

Address: 4520 Alexandra Dr. Colleyville, Tx 76034

Home phone: 202-250-4718

Work phone: 214-200-8226

E-mail Address: patrina.fowler@att.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:

I am a Registered Nurse as well as an attorney (I hold a bar license in the State of Maryland, but attended Law School at UT, Austin). After living in the San Antonio area for 6 years and working for Bexar County Hospital District as COO of their health plan I relocated to the DFW area and became a resident of Colleyville two years ago. I am very interested in being a part of my community in a more meaningful way. A role on the Teen Court Advisory Bd would allow me to use my legal knowledge.

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

Signature: 

Date: 10/7/2016

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 Boards, Commissions, and Committees

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

1. Click to choose from drop down menu - ARC
2. Click to choose from drop down menu - CVcenter
3. Click to choose from drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Frank Manzare

Address: 5105 Apple Valley Dr

Home Phone: 682-214-1655

Work Phone: 214-475-3334

E-mail Address: fjmanzari@aol.com

Fax: 214-677-9002

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

City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:

have previously served on the Traffic Advisory Committee. I have been in the residential remodeling business since 1977 and co owner of Statewide Remodeling since its inception in 1994

1. What do you perceive your role will be in serving on a board, commission, or committee?

I have lived in Colleyville since 1987. Built a home here at that time and moved to present home in 2005. I feel I have a lot of knowledge gained from my almost 30 years here that would be of use to any committee.

2. In your opinion, what policies/programs/assets of Colleyville are working well?

At the present time I have little knowledge of the workings of current policies/programs or assets.

3. What are some issues in Colleyville that may require change?

I think residential lot density is becoming an issue of great concern. Roads are another area that needs attention

4. If you could influence the City in just one way, what would that be?

Control growth

5. Please share with us your vision for the City of Colleyville.

I think we have to control growth. from what I see around Colleyville it appears there is a lot of development going in different directions. I have not seen the master development plan for the city so it may just be my personal impression. We have a beautiful community and a good school district. We need to maintain & improve where possible

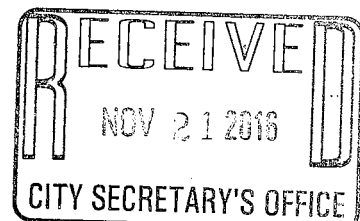
Signature: _____

Date: _____

All information provided is public pursuant to the Texas Public Information Act.

Please return completed application to:

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





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

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

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

1. Colleyville Library Board

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

2. Colleyville Center Advisory Committee

3. Colleyville Economic Development Corporation

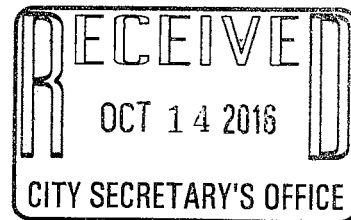
Name: ☒ Ms. ☐ Mrs. ☐ Mr. Karen Matusic

Address: 4813 Cranbrook Drive West, Colleyville, TX 76034

Home phone: 412-298-7203

Work phone: 817-885-3386

E-mail Address: kmatusic@hotmail.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:

Bachelor of Arts, Communications/Public Affairs (summa cum laude), Bethany College

Worked at the college library during university, avid reader

Worked as a foreign correspondent (journalist) for 20 years before joining ExxonMobil where I am a senior public affairs manager.

Mother of two, step mother of three

I love our community and am keen to take an active role in doing what I can to make it even better.

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

Signature: *Karen Matusic*

Date: 10/10/16

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

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

1. Architectural Review Commission

☐

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

2. Parks and Recreation Advisory Board

☐

3. Colleyville Center Advisory Committee

☐

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Jason McDougall

Address: 3713 Sweetbriar Ln

Home phone: 682-207-8425

Work phone:

E-mail Address: mcdougall@live.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.
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Knowledge, experience, or education applicable to Board, Commission, or Committee function:

I'm a self employed real estate investor and real estate agent, and I would like to be considered for the Architectural Review Commission. I hold a CompTIA Project+ Project Management certification, and manage the renovations of the houses that I buy and sell. I have lived in Colleyville for 5 years, and I love this city. I've been searching for a way to get involved in the community and use my skill set, and I think that this would be a great opportunity for me to give back and help shape the city that I live in.

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

- I volunteer with Gateway Church each month to build wheelchair ramps for disabled people in the community.
- I'm going to be the president of Woodbriar Estates HOA in October 2017.

Signature: *Jason McDougall*

Date: 11/23/16

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 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. Download the financial disclosure form here.

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

1. Click to choose from drop down menu *Colleyville Center Advisory Cmte*
2. Click to choose from drop down menu *Colleyville Citizens City Charter Review Cmte*
3. Click to choose from drop down menu *Colleyville Library Board*

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Amy Redfearn

Address: 7300 Chanel Ct.

Home Phone: 817-577-1009 Work Phone: _____

E-mail Address: amyredfearn@verizon.net Fax: _____

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

City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:

- *Colleyville Master Plan Cmte*
- *Served as Chair for the Special Events Cmte - 4 yrs*
- *Board member for Colleyville Center - 2 yrs*
- *Healthy Lifestyles Chair for City - 1 yr. Secured \$10,000*

1. What do you perceive your role will be in serving on a board, commission, or committee?

To be an informed, involved and offer helpful insights to guide city staff.

2. In your opinion, what policies/programs/assets of Colleyville are working well?

Colleyville has amazing charm & rural elegance. I'd like to preserve that. It's citizens are highly educated, our community is tight & I believe we have policies in place to honor those ideals

3. What are some issues in Colleyville that may require change?

Colleyville has a divisive relationship, it appears between citizen, City Council & staff. I for one think we are all fighting for the same cause - the best community!

4. If you could influence the City in just one way, what would that be?

My positive attitude about our City.

5. Please share with us your vision for the City of Colleyville.

To continue to flourish with growth that is reflective of our respect for others.

Signature: *Amy Redfearn* Date: 11.08.16

All information provided is public pursuant to the Texas Public Information Act.

Please return completed application to:

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



Application for Appointment 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. [Download the financial disclosure form here.](#)

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

1. Colleyville Center Advisory Committee
2. Click to choose from drop down menu
3. Click to choose from drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Paul Vigiletti

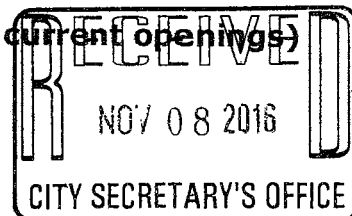
Address: 604 Summertree Court, Colleyville TX, 76034

Home Phone: 817-485-7417

Work Phone: 817-689-4475 (Cell)

E-mail Address: paubervig@att.net

Fax: 817-485-7417



- ☒ I understand attendance and active support is required for each appointee.
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☒ I understand I will be required to bring my own device to meetings to view packet information.
☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
☐ Additional materials attached.

City service and experience, civic organizations, knowledge, experience, or education applicable to Board, Commission, or Committee function:

1. What do you perceive your role will be in serving on a board, commission, or committee?

I have been on the board since it's beginning. I have and will continue to support all city functions involving the center and to support the Colleyville Center in all current programs and future endeavors in accordance with center staff, city staff, and city council.

2. In your opinion, what policies/programs/assets of Colleyville are working well?

The fees for space rental as determined by the Advisory committee and supported by City Council. All association with the organizations that use the Center for their functions. The professional staff that is currently operating the Center and the great support from the City Staff and City Council.

3. What are some issues in Colleyville that may require change?

I feel that expansion of the Center need to always been on the agenda for future growth. This includes all the land surrounding the Center.

4. If you could influence the City in just one way, what would that be?

First, the Colleyville Center is near and dear to me and I would like to remain on the Advisory Board. Second to continue to look at the Centers growth expansion and to enhance the surroundings. Make the Center a focal point for our City.

5. Please share with us your vision for the City of Colleyville.

Continue it's economic growth, improving roads to reduce the traffic congestion that currently exists. To continue to bring in new business and new restaurants.

Signature: Paul Vigiletti

Date: 11-8-2016

All information provided is public pursuant to the Texas Public Information Act.

Please return completed application to:

City Secretary, 100 Main Street, Colleyville, TX 76034, Office: 817.503.1130 Fax: 817.503.1139

cloven@colleyville.com or ashelley@colleyville.com

RESOLUTION R-16-4073

A RESOLUTION APPOINTING MEMBERS TO THE COLLEYVILLE CENTER ADVISORY COMMITTEE

WHEREAS, the Colleyville Center Advisory Committee has six (6) positions whose terms expire December 2016; and

WHEREAS, three (3) positions are at-large and three (3) positions represent the Colleyville Garden Club, Colleyville Lions Club, and National Charity League.

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

Sec. 1. THAT the following persons are hereby appointed to the Colleyville Center Advisory Committee with a term expiring December 2018:

- | | |
|------------------|-------------------------|
| • | At-Large |
| • | At-Large |
| • | At-Large |
| • Julie George | Colleyville Garden Club |
| • Louis Miller | Colleyville Lions Club |
| • Sandi Totherow | National Charity League |

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ___ AYES, ___ NAYS, AND ___ ABSTENTIONS ON THIS THE 20TH DAY OF DECEMBER 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 8c

Agenda Date 12/20/2016

Number Resolution R-16-4074

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Parks and Recreation Advisory Board

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

The eight-member Parks and Recreation Advisory Board meets quarterly or as needed and acts in an advisory capacity to City Council on all matters pertaining to Parks and Recreation. In an effort to advance sound Parks and Recreation planning and programming, the Board may also coordinate with other governmental agencies, civic groups, and citizens of Colleyville.

There are four (4) positions on the Parks and Recreation Advisory Board, whose terms expire December 2016, and one (1) vacant position with an unexpired term of December 2017. The positions were advertised and the incumbents were notified their term was expiring and asked to submit an Application for Appointment, if they wished to be considered for reappointment.

The following board member's terms expire December 2016:

- Debra Minea, Place 1
- Charles Bethards, Place 3
- Ken Llewellyn, Place 5
- Michelle McGarry, Place 7

Place 2 is vacant with an unexpired term of December 2017.

The applicants are listed below, and the applications are attached:

- Jonathan Black
- Mark Burnett
- Natalie Genco
- Jim Hasenpflug
- Rich Hendler
- John Hillebrand

- Cliff LeBlanc
- Jason McDougall
- Kelly Tookey

This resolution provides for City Council to consider appointments to the Parks and Recreation Advisory Board.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Parks and Recreation Advisory Board roster
2. Parks and Recreation Advisory Board applications for appointment
3. Resolution R-16-4074

PARKS AND RECREATION ADVISORY BOARD

PLACE 1

Debra Minea

1007 Dogwood Court
Colleyville, TX 76034

H: (817) 428-8335

dgminea@gmail.com

TERM: Sep 2015 - Dec 2016

PLACE 2

Vacant

TERM: Dec 2015 - Dec 2017

PLACE 3 - VICE CHAIR

Charles Bethards

1602 Royal Lane
Colleyville, TX 76034

W: (817) 999-4784

H: (817) 581-7005

bethards@sbcglobal.net

TERM: Dec 2014 - Dec 2016

PLACE 4

Mitali Mandlekar

4701 Mill Crossing West
Colleyville, TX 76034

H: (817) 524-9310

mitali.mandlekar@gmail.com

TERM: Dec 2015 - Dec 2017

PLACE 5

Ken Llewellyn

7905 Jefferson Circle
Colleyville, TX 76034

W: (817) 410-4775

H: (817) 988-6525

ken.llewellyn@employeebenefitresources.com

TERM: Dec 2014 - Dec 2016

PLACE 6

Ajit Purandare

1109 Riverwalk Court
Colleyville, TX 76034

W: (202) 361-7674

H: (682) 325-4172

apurandoc@aol.com

TERM: Dec 2015 - Dec 2017

PLACE 7 - CHAIR

Michelle McGarry

4912 Prestwick Drive
Colleyville, TX 76034

H: (214) 449-8155

mlamontagne15@hotmail.com

TERM: Dec 2014 - Dec 2016

PLACE 8

Hillary Schwanbeck

5816 Quality Hill
Colleyville, TX 76034

W: (817) 552-7302

H: (832) 656-4977

hillary.schwanbeck@gmail.com

TERM: Dec 2015 - Dec 2017

YOUTH SPORT ASSOCIATIONS LIAISONS

Colleyville Baseball Association

Brenton Johnson

308 W. Elm Street
Colleyville, TX 76034

W: (817) 504-8898

BrentonJohnson@me.com

TERM: Sept 2015 – December 2016

Colleyville Girls Softball Association

Brent Hines

5504 Coventry Court
Colleyville, TX 76034

W: (817) 300-5950

brent@colleyvillesoftball.com

TERM: Sept 2015 – December 2016

Colleyville Lacrosse Association

Erika Davis Noble

Colleyville Soccer Association

Patrick Dunagan

57 Piazza Lane
Colleyville, TX 76034

W: (817) 808-0699

president@ColleyvilleSoccer.net

TERM: Sept 2015 – December 2016



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. 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:

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. Architectural Review Commission

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

2. Parks and Recreation Advisory Board

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Mark L. Burnett

Address: 77 Veranda Lane, Colleyville 76034

Home phone: 214-621-8591

Work phone: 214-621-8591

E-mail Address: marklburdette@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 had a life long interest in Architecture. In college I did an independent study of airport architecture, and studied medieval architecture. The architecture courses were some of my strongest grades in college. When I graduated, with a degree in physics, I went to work for Trans World Airlines. My career didn't provide much opportunity to pursue my interest in architecture, aside from participating in the planning of some facility improvements and renovations.

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

Attached

Signature: *Mark L. Burnett*

Date: 11/22/16

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

Mark L. Burnett

Application for appointment

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

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

I have had a life-long interest in Architecture. In college I did an independent study of airport architecture, and studied medieval architecture. The architecture courses were some of my strongest grades in college. When I graduated, with a degree in physics, I went to work for Trans World Airlines. My career didn't provide much opportunity to pursue my interest in architecture, aside from participating in the planning of some facility improvements and renovations. In 1991, I left Trans World Airlines, and joined American Airlines in the labor relations field. I held increasingly responsible positions with American in Employee Relations, until I retired in 2012 after having served as the Vice President of Employee Relations since 2004. My Employee and Labor Relations experience gave me a great opportunity to hone my mediation and negotiation skills, and to learn how to accomplish goals with a variety of different types of people, who often had competing interests. I believe those skills would be useful in volunteer work for the city of Colleyville, which has been my home since 1991. I am also a photographer, and own a photography business, photomarque, llc, which is focused on freelance work, and travel and landscape photography. I am also currently working as a Mediator and Arbitrator of primarily labor disputes, doing work for Southwest Airlines, DART, the BBB Autoline program, and Jet Blue Airlines, among others.



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

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

1. Parks and Recreation Advisory Board

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

2. Colleyville Tree Board

3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. *Natalie Genco*

Address: 1104 John McCain Rd, Colleyville, TX 76034

Home phone: 817-421-6828

Work phone:

E-mail Address: nataliegenco@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 extensive experience with gardening and tree care. These are my passions.

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

Signature:

N. Genco

Date: *11-24-16*

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. 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.
- ☒ 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 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

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

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

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

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

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

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

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

1. Parks Board
2. Teen Court (I missed the deadline)
3. _____

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Rich Hendler

Address: 2100 Highland Meadows Colleyville

Home Phone: 817 829 0005 Work Phone: 682 220 4651

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

E-mail Address: rjhen52@gmail.com Fax: _____

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

BS Biology Tulane
M.S. Aquatics Texas A&M
Certified Arborist and Certified Utility Specialist
Lived here 23 years.

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

Colleyville Parks Board — roughly 1993 — 2001 (93-2001)
Colleyville City Council — 2002 — 2008

Signature: Rich J. Hendler Date: 11/14/2016

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

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



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. 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.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to bring my own device to meetings to view packet information.

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

My 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

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. 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

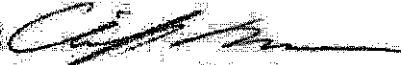
- ☒ By providing an e-mail address, I consent to the release of my e-mail address by the City.
- ☒ I understand attendance and active support is required for each appointee.
- ☒ I understand I will be required to comply with the Texas Open Meetings Act training.
- ☒ I understand I will be required to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

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

I have a 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

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. Architectural Review Commission

☐

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

2. Parks and Recreation Advisory Board

☐

3. Colleyville Center Advisory Committee

☐

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Jason McDougall

Address: 3713 Sweetbriar Ln

Home phone: 682-207-8425

Work phone:

E-mail Address: mcdougall@live.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'm a self employed real estate investor and real estate agent, and I would like to be considered for the Architectural Review Commission. I hold a CompTIA Project+ Project Management certification, and manage the renovations of the houses that I buy and sell. I have lived in Colleyville for 5 years, and I love this city. I've been searching for a way to get involved in the community and use my skill set, and I think that this would be a great opportunity for me to give back and help shape the city that I live in.

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

- I volunteer with Gateway Church each month to build wheelchair ramps for disabled people in the community.
- I'm going to be the president of Woodbriar Estates HOA in October 2017.

Signature: *Jason McDougall*

Date: 11/23/16

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. Metroport Teen Court Advisory Board



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

2. Parks and Recreation Advisory Board



3. Click here for drop down menu

Name: ☐ Ms. ☒ Mrs. ☐ Mr. Kelly Tookey

Address: 5601 Poplar Ct. W.

Home phone: 817-308-9790

Work phone: 817-308-9790

E-mail Address: ktookey@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:

I served as the Metroport Teen Court Lead Liason for National Charity League (NCL) - Colleyville for 2 years and an additional 2 year as the Assistant Teen Court Liason while my daughter and I were involved in NCL from the Fall of 2005 through her graduating in 2011. My responsibilities as the Lead Liason were to meet with the Teen Court Coordinator to discuss the needs of the court, provide, train and manage volunteers from NCL to meet Teen Court's needs, and assist with coordination and flow of defendants, jurists and volunteers at Teen Court sessions. I have extensive hands-on experience overseeing the teen-lead juries and guiding the teens to follow

- ☒ Check if additional materials are attached. Other information (City/civic service, interests): the rules of the court. I thoroughly enjoyed my involvement with Teen Court and earned their Volunteer of the Year award my final year of service in NCL.

Signature: *Kelly Tookey*

Date: 10/12/16

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



City of Colleyville Board, Commission, and Committee Questionnaire

Applicant Name Kelly Tookey Date: 10/28/2016

1. What do you perceive your role will be in serving on a board, commission, or committee?

As a civic-minded resident, I perceive my role as one to engage in current activities of the committee or board I would be serving, and input ideas for improvement, which not only shape this committee or board, but also improve the future of the City of Colleyville.

2. In your opinion, what are some policies/programs/assets of Colleyville which are working well?

Colleyville continues to rank as one of the top communities to live in North Texas. In light of this, the overall standard of living, and policies and programs that support this, are working well.

3. What are some issues in Colleyville that may require change?

An issue I see facing Colleyville is its infrastructure to maintain the excellent living, hometown feel, and yet make accommodations for businesses in order to increase revenues, which are imperative for continued improvement of our community.

4. If you could influence the City in just one way, what would that be?

To continue to make it an excellent and safe place for families to raise their children and to remain a great place for them to live once their families are raised.

5. Please share with us your vision for the City of Colleyville.

My answer to this is the same as to how I would influence Colleyville... Continue to make it an excellent and safe place for families to raise their children and to remain a great place for them to live once their families are raised.

If you have applied for the Planning and Zoning Commission or the Zoning Board of Adjustment, please answer the following:

1. The Planning and Zoning Commission requires a commitment on the second Monday of each month, along with the potential of various worksessions. Do you foresee any challenges in attending these meetings on a regular basis?

10/28/16

2. In your opinion, what are some of the key planning and zoning issues facing Colleyville in the next 5-10 years?

Kelly Tookey – Parks and Recreation Application

While my experience with Parks and Recreation does not exceed past my use of both of them through taking family and friends to the park for fun and exercise and signing my children up for many sporting activities, I do understand the value of having excellent Parks and Recreation facilities and opportunities available in continuing to make Colleyville a wonderful place to call home.

RESOLUTION R-16-4074

**A RESOLUTION APPOINTING MEMBERS TO THE
PARKS AND RECREATION ADVISORY BOARD**

WHEREAS, four (4) positions on the Parks and Recreation Advisory Board have terms expiring December 2016; and

WHEREAS, one (1) position is vacant with a term expiring December 2017.

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

Sec. 1. THAT the following persons are hereby appointed to the Parks and Recreation Advisory Board for a term expiring December 2018:

- Place 1
- Place 3
- Place 5
- Place 7

Sec. 2. THAT the following person is appointed to fill the Parks and Recreation Advisory Board, Place 2 position with a term expiring December 2017:

- Place 2

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON
THIS THE 20TH DAY OF DECEMBER 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 8d

Agenda Date 12/20/2016

Number Resolution R-16-4075

Type Resolution

Department City Secretary

Title

Consideration of appointments to the Tax Increment Finance District Board

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

The Tax Increment Finance District Board (TIF) meets annually in July and as needed. The purpose of the TIF Board is to adopt and oversee the implementation of the TIF project plan to promote reinvestment within the TIF zone.

Per the TIF bylaws, the Board of Directors shall consist of nine (9) directors, five (5) of whom shall be appointed by the City Council. The governing bodies of the Grapevine-Colleyville Independent School District (GCISD), Tarrant County, Tarrant County College, and the Tarrant County Hospital District shall appoint one (1) member to the District. As per the TIF Bylaws, directors shall be appointed by the governing bodies and shall serve for two-year terms, or until their successors are appointed by the respective governing bodies. Staff notified the respective governing bodies to request the appointment of a TIF representative to serve for a term beginning on January 1, 2017 and continuing until December 2018.

The following City Council members currently serve as the TIF Board of Directors for the City of Colleyville, whose terms expire December 31, 2016:

- Mayor Richard Newton
- Mike Taylor
- Bobby Lindamood
- Tammy Nakamura
- Jody Short

The governing bodies of the respective entities appointed the following representatives to the TIF Board of Directors for a term beginning January 2017 through December 2018:

- Mark McClendon - Tarrant County College
- Scott Rule - Tarrant County Hospital District
- Rebecca Barksdale - Tarrant County

- John Eubanks - Grapevine-Colleyville Independent School District

This resolution provides for City Council to consider appointments of five City Councilmembers and approval of the governing bodies representatives to the Tax Increment Finance District Board for a term of January 1, 2017 through December 31, 2018.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Tax Increment Financing District Board Bylaws excerpt
2. Tax Increment Finance District Board of Directors roster
3. Resolution R-16-4075

BYLAWS OF
REINVESTMENT ZONE NUMBER ONE
THE CITY OF COLLEYVILLE, TEXAS
STATE HIGHWAY 26 AREA TAX INCREMENT FINANCING DISTRICT

ARTICLE I

POWERS AND PURPOSE

Section 1. Financing Development or Redevelopment in the Zone. In order to implement the purposes for which Tax Increment Financing Reinvestment Zone Number One, City of Colleyville, Texas (the "Zone") was formed, as set forth in Ordinance No. 0-08-1124, dated November 4, 1998, creating the zone, the City of Colleyville, Texas (the "City") may issue obligations to finance all or part of the cost of implementing the "project plan" for the Zone as defined in the Tax Increment Financing Act of the Tax Code, Chapter 311, Vernon's Texas Codes Annotated (the "Act").

Section 2. Books and Records: Approval of Programs and Financial Statements. The Board of Directors shall keep correct and complete books and records of account and shall also keep minutes of its proceedings and the proceedings of committees having any of the authority of the Board of Directors. All books and records of the Zone may be inspected by any director of his agent or attorney for any proper purpose at any reasonable time; and at all times the City Council and the Finance Director will have access to the books and records of the Zone. The City Council must approve all programs and expenditures for the Zone and annually review any financial statements of the Zone.

ARTICLE II

BOARD OF DIRECTORS

Section 1. Powers, Number and Term of Office. The property and affairs of the Zone shall be managed and controlled by the City Council based on the recommendations of the Board of Directors of the Zone ("Board of Directors" or "Board"), subject to the restrictions imposed by law, the ordinance creating the Zone, and these Bylaws. It is the intention of the City Council that the Board of Directors shall function only in an advisory or study capacity with respect to the Zone and shall exercise only those powers, advisory in nature, which are either granted to the Board pursuant to the Act or delegated to the Board by the City Council.

The Board of Directors shall consist of nine (9) directors: five (5) of whom shall be appointed by the City Council of the City; one (1) of whom shall be appointed by the governing body of the Grapevine-Colleyville Independent School District (GCISD); one (1) appointed by the governing body of Tarrant County (County); one (1) appointed by the Tarrant County Hospital District; and (1) appointed by the Tarrant County Junior College District (Junior College District); provided however, that if a taxing unit (other

than the City) waives its right to appoint a member to the Board, as evidenced by written resolution duly adopted by the governing body of such taxing unit, the City may appoint such Boardmember in its stead.

The first Board of Directors shall serve for an initial term ending December 31, 2000; or until his or her successor is appointed. Subsequent directors shall be appointed by the governing bodies of the City, GCISD, County, Hospital District, and Junior College District and shall serve for two (2) year terms beginning January 1, 2001 or until their successors are appointed by the respective governing bodies.

Any director may be removed from office by the City Council; for cause deemed by the City Council as sufficient for their removal in the interest of the public, but only after a public hearing before the City Council on charges publicly made, if demanded by such Boardmember within 10 days of notification by the City Council that he or she is to be removed.

In the event of a vacancy caused by the resignation, death, or removal for any reason, of a director, the governing body of the respective taxing unit (i.e. City, County, Hospital District, GCISD, Junior College District) which made such Board appointment shall be responsible for filling the vacancy.

Section 2. Meetings of Directors. The directors may hold their meetings within a public building in the City as the Board of Directors may from time to time determine.

Section 3. Regular Meetings. Regular Meetings of the Board of Directors shall be held at such times and places as shall be designated, from time to time, by resolution of the Board of Directors. All meetings of the board shall be of a public nature unless pertaining to matters of land purchase, security, personnel, or strictly legal matters. Notice of all regular and special meetings of the Board and any committees thereof shall be posted in accordance with the provisions of the Texas Open Meetings Act, Article 6252-17, Vernon's Texas Civil Statutes. There shall be at least one Regular Meeting held each year in the month of July.

Section 4. Special Meetings. Special Meetings of the Board of Directors shall be held whenever called by the chairman, by the secretary, by a majority of the directors then in office or upon advice of or request by the City Council.

The secretary shall give notice to each director of each Special Meeting in person, or by mail, courier, facsimile, telephone, or e-mail, at least twenty-four (24) hours before the meeting. Notice of all Special Meetings shall state the purpose, which shall be the only business, conducted.

Section 5. Quorum. A majority of the directors holding current appointments shall constitute a quorum for the consideration of matters pertaining to the purposes of the Zone. The act of a majority of the directors present at a meeting at which a quorum is in attendance shall constitute the act of the Board of Directors, unless the act of a greater number is required by law.

TAX INCREMENT FINANCE DISTRICT

CHAIR

Richard Newton

1208 Holly Lane
Colleyville, TX 76034
H: (817) 247-1642
rnewton@colleyville.com
TERM: June 2016 - Dec 2016

VICE-CHAIRMAN

Mike Taylor

5209 Coventry Place
Colleyville, TX 76034
H: (817) 267-5407
mtaylor@colleyville.com
TERM: Dec 2014 - Dec 2016

DIRECTOR

Bobby Lindamood

5508 Janet Lane
Colleyville, TX 76034
H: (214) 232-8147
blindamood@colleyville.com
TERM: June 2016 - Dec 2016

DIRECTOR

Tammy Nakamura

2204 Collins Path
Colleyville, TX 76034
H: (214) 274-5990
tnakamura@colleyville.com
TERM: June 2016 - Dec 2016

DIRECTOR

Jody Short

7703 Jefferson Circle
Colleyville, TX 76034
H: (817) 713-6111
jshort@colleyville.com
TERM: June 2014 - Dec 2016

Tarrant County College

Mark McClendon

1500 Houston Street
Fort Worth, TX 76102
W: (817) 515-5203
mark.mcclendon@tccd.edu
TERM: Dec 2014 - Dec 2016

Tarrant County

Rebecca Barksdale

645 Grapevine Highway, Suite 200
Hurst, TX 76054
W: (817) 581-3600
rbarksdale@tarrantcounty.com
TERM: July 2015 - Dec 2016

Grapevine Colleyville ISD

John Eubanks

7009 Lismore Court
Colleyville, TX 76034
H: (817) 481-3009
johnteubanks@verizon.net
TERM: Dec 2014 - Dec 2016

Tarrant County Hospital

Scott Rule

1500 South Main Street
Fort Worth, TX 76104
W: (817) 921-3431
srule@jpshealth.org
TERM: Dec 2014 - Dec 2016

RESOLUTION R-16-4075

A RESOLUTION APPOINTING MEMBERS TO THE TAX INCREMENT FINANCING DISTRICT BOARD OF DIRECTORS

WHEREAS, the Tax Increment Financing (TIF) District Board of Directors shall consist of nine (9) directors, five (5) of whom shall be appointed by the City Council; and

WHEREAS, the governing bodies of the Grapevine-Colleyville Independent School District (GCISD), Tarrant County, Tarrant County College and Tarrant County Hospital District shall appoint one (1) member to the TIF; and

WHEREAS, in accordance with Tax Increment Financing District Bylaws, the members shall serve two (2) year terms or until their successors are appointed by the respective governing bodies.

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

Sec. 1. THAT the following persons are hereby appointed to serve on the Tax Increment Financing District Board of Directors to serve a two-year term, beginning on January 1, 2017 and ending on December 31, 2018, or until their successors are appointed by the City Council:

-
-
-
-
-

Sec. 2. THAT the governing bodies hereby appointed the following representatives to the Tax Increment Financing District Board of Directors to serve a two-year term, beginning on January 1, 2017 and ending on December 31, 2018, or until their successors are appointed by the respective governing bodies:

Scott Rule	Tarrant County Hospital District
Mark McClendon	Tarrant County College
Rebecca Barksdale	Tarrant County
John Eubanks	Grapevine-Colleyville
	Independent School District

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS
THIS THE 20TH DAY OF DECEMBER 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 8e

Agenda Date 12/20/2016

Number Resolution R-16-4076

Type Resolution

Department City Secretary

Title

Consideration of an appointment to the Zoning Board of Adjustment

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

At the December 6, 2016 City Council approved Resolution R-16-4067 appointing Charles Kelley to the Planning and Zoning Commission to fill an unexpired term. Mr. Kelley resigned the Alternate 1 position on the Zoning Board of Adjustment (ZBA), which has a term expiring December 2018. Kimberly Holt, currently serves as ZBA Alternate 2, also with a term expiring December 2018. Historically, if a vacancy occurred, Alternate 1 was moved to the vacant position, Alternate 2 was moved to the Alternate 1 position, and City Council would appoint an Alternate 2. The ZBA bylaws state, *"The Zoning Board of Adjustment shall consist of five (5) members and two (2) alternates, who shall be appointed by the City Council for a two (2) year term. Places on the Zoning Board of Adjustment shall be numbered one (1) through five (5), and Alternates one (1) and two (2)."* An excerpt of the Zoning Board of Adjustment bylaws is attached.

Per Mayor Newton, the following three applications for appointment, seeking ZBA consideration, which were received during the September 20 through October 12, 2016 advertising period, but were not appointed to any position, are attached for City Council consideration.

The applicants are:

- Michael "Mic" Deakin
- John Frazier
- Chris Mitchell

This resolution provides for City Council to consider appointing Alternate 2 Kimberly Holt to the Alternate 1 position and appointing an Alternate 2 position, or appointing only the Alternate 1 position.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. Resolution R-16-4067
2. Zoning Board of Adjustment Applications for Appointment
3. Zoning Board of Adjustment roster
4. Excerpt of Zoning Board of Adjustment bylaws
5. Resolution R-16-4076

RESOLUTION R-16-4067

**A RESOLUTION APPOINTING MEMBERS TO THE
PLANNING AND ZONING COMMISSION**

WHEREAS, Place 5 on the Planning and Zoning Commission is vacant with a term expiring September 2017.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following person to fill the position of Place 5, with a term expiring September 2017:

- Charles Kelley Place 5

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF 5 AYES, 2 NAYS, AND 0 ABSTENTIONS ON THIS THE 6TH DAY OF DECEMBER 2016.

Mayor Richard Newton
Place 1, Tammy Nakamura
Place 2, Bobby Lindamood
Place 4, Jody Short

Aye
Aye
Aye
Nay

Mayor Pro Tem Chris Putnam
Place 5, Nancy Coplen
Place 6, Mike Taylor

Aye
Nay
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. Planning and Zoning Commission

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

2. Zoning Board of Adjustment

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

- ☒ 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 Political Science which included public service & civic management. I have 45 years experience in business management and currently managing UC operations for a Mexican manufacturing company.

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

Note the Financial Disclosure form is already on file.

Signature:

Date: 10-11-16

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. Planning and Zoning Commission

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

2. Water and Wastewater Rate Advisory Committee

3. Zoning Board of Adjustment

Name: ☐ Ms. ☐ Mrs. ☒ Mr. John Frazier

Address: 3303 Queensbury Way W, Colleyville, 76034

Home phone: 210-336-5949

Work phone:

E-mail Address: john_frazier99@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 am Director for McCarthy Building Company, Inc., a large heavy civil and commercial builder in Texas. As a Director in our Heavy Civil Business unit, I oversee small to very large civil projects including roadways and transportation bridges, water treatment facilities, rail lines and bridges, etc.. I have a bachelors of Civil Engineering from Texas A&M University. In addition to my involvement with McCarthy, my wife and I owned several rental homes (not in Colleyville and all sold), that we purchased as foreclosures to rehabilitate and rent out. My wife and I have two boys ages 5 & 8.

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

Signature: _____

Date: 10/11/16

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

INFORMATION STATEMENT**Form 1**

		TOTAL NUMBER OF PAGES FILED:
		OFFICE USE ONLY
1 NAME	Title, First, MI Mr. John	Date Received
	Nick Name, Last, Suffix Frazier	
2 ADDRESS	Address/City/State/Zip 3303 Queensbury Way W Colleyville, Texas, 76034	
3 TELEPHONE NUMBER	Area Code, Phone Number, Extension 210-336-5949	
4 REASON FOR FILING STATEMENT	☐ CANDIDATE _____ (INDICATE OFFICE) ☐ ELECTED OFFICIAL _____ (INDICATE OFFICE) ☒ ZONING BOARD OF ADJUSTMENT (APPLICANT OR APPOINTEE) <u>John Frazier</u> ☒ PLANNING AND ZONING COMMISSION (APPLICANT OR APPOINTEE) <u>John Frazier</u> ☒ TWO (2) BUSINESS DAYS FOLLOWING THE CLOSING OF FILING FOR ELECTIVE OFFICE OR APPOINTMENT ☐ SUPPLEMENTAL DISCLOSURE FILED WITHIN FIVE (5) DAYS OF AN OCCURRENCE IN PREVIOUSLY FILED FORMS	
5 Provide information for spouse and dependent children whose financial activity the filer had actual control over during the filing period. In addition, the source of annual income of the spouse shall be provided, as subject to federal election reporting requirements for a spouse: SPOUSE <u>Lindsey B. Frazier</u> DEPENDENT CHILD 1. <u>Wesley Frazier</u> 2. <u>Kyle Frazier</u> 3. _____ In Parts 1-4, disclose your financial activity during the 12 months proceeding the date of filing. In Part 5, disclose not only your own financial activity, but also that of your spouse and/or dependent child or children, if you had actual control over that person's financial activity.		
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY		

INITIAL HERE: JADATE: 10/11/16

INTERESTS IN REAL PROPERTY**Form 3**

Describe all beneficial interests in real property held or acquired by you, your spouse, or a dependent child during the calendar year within the map attached as Exhibit "A" in Ordinance O-13-1896.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ HELD OR ACQUIRED BY	☒ FILER ☒ SPOUSE ☐ DEPENDENT CHILD # _____
² DESCRIPTION	Lot <u>6</u> City <u>Colleyville</u> Block <u>13</u> County <u>Tarrant</u> Subdivision <u>Woodland Hills</u> Ad Valorem Tax Account Number <u>05999839</u> Acre(s) and Tract <u>0.3443</u>
³ STREET ADDRESS ☐ NOT APPLICABLE	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE 3303 Queensbury Way W Colleyville, Texas 76034
⁴ NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY None
¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD # _____
² DESCRIPTION	Lot _____ City _____ Block _____ County _____ Subdivision _____ Ad Valorem Tax Account Number _____ Acre(s) and Tract _____
³ STREET ADDRESS ☐ NOT APPLICABLE	STREET ADDRESS, INCLUDING CITY, COUNTY, AND STATE
⁴ NAME ☐ INDIVIDUAL ☐ BUSINESS	LIST THE NAMES AND ADDRESSES OF OTHER PERSONS OR BUSINESS ENTITIES WHICH OWN AN INTEREST IN THE REAL PROPERTY

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARYINITIAL HERE: JADATE: 10/11/16

GIFTS**Form 4**

Identify any person or organization that has given a gift worth more than \$250 to you, or those under your financial control. Do not include: 1) expenditures required to be reported by a person required to be registered as a lobbyist under Government Code, Chapter 305, 2) political contributions reported as required by law, or 3) gifts given by a person related to the recipient within the second degree by consanguinity or affinity.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #___
² DONOR	NAME AND ADDRESS None
³ DESCRIPTION OF GIFT	
¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #___
² DONOR	NAME AND ADDRESS
³ DESCRIPTION OF GIFT	
¹ RECIPIENT	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #___
² DONOR	NAME AND ADDRESS
³ DESCRIPTION OF GIFT	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: AA

DATE: 10/11/16

BOARDS AND EXECUTIVE POSITIONS**Form 5**

This section is for information concerning executive positions and directorship held by you or those under your financial control.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #____
² ORGANIZATION ☐ NON PROFIT ☐ CHARITABLE ASSOC. ☐ BUSINESS ASSOC.	ADDRESS
³ POSITION HELD	
¹ POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #____
² ORGANIZATION ☐ NON PROFIT ☐ CHARITABLE ASSOC. ☐ BUSINESS ASSOC.	ADDRESS
³ POSITION HELD	
¹ POSITION HELD BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #____
² ORGANIZATION ☐ NON PROFIT ☐ CHARITABLE ASSOC. ☐ BUSINESS ASSOC.	
³ POSITION HELD	
COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY	

INITIAL HERE: AADATE: 10/11/16

BANKRUPTCIES**Form 6**

Individuals shall disclose any bankruptcy petition by or against the individual, their spouse, a business entity in which the individual owned a beneficial interest of 10% or more, or a business entity in which the individual was an officer or director of the business entity at the time of bankruptcy filing.

¹ TYPE OF BANKRUPTCY
☐ PERSONAL ☐ BUSINESS ☐ N/A ☐ NONE
NAME NONE**² CHAPTER**
☐ 7 ☐ 11 ☐ 13
³ IF CHAPTER 7 DID YOU RECEIVE A DISCHARGE?
☐ YES ☐ NO
⁴ IF CHAPTER 11 OR 13 DID YOU COMPLETE A SUCCESSFUL REORGANIZATION?
☐ YES ☐ NO
Misdemeanor Involving Moral Turpitude and Felonies

Individuals shall disclose any information which charges a misdemeanor involving moral turpitude or conviction of a felony of the individual or a business entity in which the individual has a 10% or more beneficial interest or where the individual was at the time of the filing or conviction, an officer or director of the business entity.

¹ NAME NONE
☐ PERSONAL ☐ BUSINESS

Business or Entity Charged

² TYPE OF INDICTMENT or INFORMATION**³ NATURE OF OFFENSE**

DESCRIPTION

⁴ DISPOSITION OF INDICTMENT or INFORMATION**COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY**

INITIAL HERE:

AADATE: 10/11/16

INTERESTS IN PARTNERSHIPS, JOINT VENTURES, AND OTHER BUSINESS ASSOCIATIONS

Form 7

Describe all interests in business entities held or acquired by you or those under your financial control. For an explanation of "Beneficial Interest" and other specific directors for completing this section, see INSTRUCTION GUIDE.

When reporting information about a dependent child's activity, indicate the child about whom you are reporting by providing the number under which the child is listed on Form 1.

¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #___
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	
¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #___
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	
¹ HELD OR ACQUIRED BY	☐ FILER ☐ SPOUSE ☐ DEPENDENT CHILD #___
² DESCRIPTION	NAME AND ADDRESS
³ NATURE OF BUSINESS	

COPY AND ATTACH ADDITIONAL PAGES AS NECESSARY

INITIAL HERE: AADATE: 10/11/14

PERSONAL FINANCIAL STATEMENT

Form 8

AFFIDAVIT

Financial Disclosure and Business Conflict of Interest Forms are required to be verified. The verification page must have the signature of the individual filing the Financial Disclosure and Business Conflict of Interest Forms, as well as the signature and seal of a notary public. Without proper verification the statement is not considered filed. Falsification of information is subject to criminal prosecution under state penal code.

Before me, the undersigned authority, personally appeared:

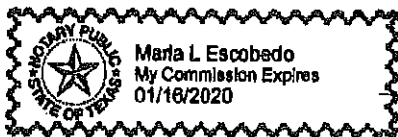
John Frazier who, after being duly sworn upon their oath and deposed and stated as follows:

"My name is John Frazier and I hereby submit for filing the attached Financial Disclosure and Business Conflict of Interest forms. I have personal knowledge of all information contained in said forms and all information contained in the forms is true and correct."

"Further, all information contained in the forms is complete. There is no information that has been withheld or not disclosed which is responsive to or required to be disclosed by the forms."


Affiant

Sworn to and subscribed before me, this the 11 day of October, 2016




Notary Public, State of Texas

INITIAL HERE: JA

DATE: 10/11/16



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. Planning and Zoning Commission

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

2. Zoning Board of Adjustment

3. Click here for drop down menu

Name: ☐ Ms. ☐ Mrs. ☒ Mr. Chris Mitchell

Address: 2305 Carlisle Avenue, Colleyville, Texas 76034

Home phone: 214-675-9356

Work phone: 972-215-5011

E-mail Address: water102000@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:

Current - Chief Operation Officer - MMC (15 yr tenure) Workforce solutions / Strategic Staffing
MBA - SMU Cox School of Business
Board Member MMC Group L.P.
Involved in several significant networking groups - DFW
Member of highly regarding CEO Leadership Group - DFW
Strategic Planning, Operational Efficiency, Cost Containment, Negotiation experience

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

Signature: *Chris Mitchell*

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

ZONING BOARD OF ADJUSTMENT

PLACE 1

Richard Vallario

201 Millwood Court
Colleyville, TX 76034

H: (817) 605-8008

W: (817) 988-4063

ricsharval@aol.com

TERM: Sep 2016 - Sep 2018

PLACE 2

Dee Kamerman

6016 L. D. Lockett Road
Colleyville, TX 76034

H: (817) 416-2277

deekamerman@hotmail.com

TERM: Sep 2016 - Sep 2018

PLACE 3 - VICE CHAIR

Wayne Maynard

3004 Edgewood Lane
Colleyville, TX 76034

W: (864) 238-3995

H: (817) 369-4290

waynejmaynard@gmail.com

TERM: Sep 2016 - Sep 2018

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

VACANT

TERM: Sep 2016 - Sep 2018

ALTERNATE 2

Kimberly Holt

6400 Kenshire Court
Colleyville, TX 76034

H: (214) 957-1370

kimberlydraperholt@yahoo.com

TERM: Sep 2016 - Sep 2018

Excerpt of Zoning Board of Adjustment bylaws

ZONING BOARD OF ADJUSTMENT BYLAWS

ARTICLE I – Identification and Purpose

The Zoning Board of Adjustment was established by the City Council of Colleyville, Texas, by Ordinance number 500 on March 8, 1966; however, several amendments to this ordinance have been approved and codified through the Colleyville Charter and the Colleyville Code of Ordinances. The purpose of the Zoning Board of Adjustment is to consider requests for a variance of a zoning regulation or to hear an appeal from an administrative decision on a regulation in Chapter 3 – Land Use Regulations; Chapter 4 – Landscaping and Buffering; and Chapter 6 – Building Design (except for requests regarding tree mitigation requests which are considered by the Planning and Zoning Commission). The Zoning Board of Adjustment shall additionally have the authority to consider requests for an interpretation of any regulation or definition contained in the Land Development Code.

ARTICLE II – Membership

- 2.1 The Zoning Board of Adjustment shall consist of five (5) members and two (2) alternates, who shall be appointed by the City Council for a two (2) year term. Places on the Zoning Board of Adjustment shall be numbered one (1) through five (5), and Alternates one (1) and two (2).
- 2.2 Members must be residents of Colleyville, Texas unless City Council waives the residency requirement.
- 2.3 Members shall serve without compensation and until their successors are appointed.
- 2.4 Members and alternates of the Zoning Board of Adjustment may be removed from office by the City Council for just cause upon receipt of written charges and after public hearing.
- 2.5 Vacancies which are created by resignation, or for any other reason, shall be filled by the City Council for the remainder of the term of the member or alternate affected.
- 2.6 If a member of the Zoning Board of Adjustment fails to maintain a seventy-five percent (75%) attendance record for all regularly scheduled meetings, the Chair or staff liaison will notify the City Secretary. City Council may, at its discretion, declare a vacancy,

RESOLUTION R-16-4076

**A RESOLUTION APPOINTING MEMBERS TO THE
ZONING BOARD OF ADJUSTMENT**

WHEREAS, the Alternate 1 position on the Zoning Board of Adjustment has been resigned and has a term expiring September 2018.

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

Sec. 1. THAT the Colleyville City Council hereby appoints the following person(s) to serve a two-year term expiring September 2018:

- Alternate 1
- Alternate 2

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS ON THIS THE 20TH DAY OF DECEMBER 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 8f
Type Resolution
Department City Secretary

Agenda Date 12/20/2016

Number Resolution R-16-4077

Title

Approval of changing the dates of the July 4 and October 3, 2017 regular City Council meetings

Strategy Map Connection

B4- Cultivate a culture of transparency and consistent communication

Explanation

Reading and Public Hearing

In accordance with the City Charter, the City Council shall meet regularly at least twice (2) in every month at such times as a City Council may prescribe by rule. The City Council has prescribed the following for regular meetings in the Rules of Procedure: "shall meet in the City Hall on the first and third Tuesday of each month at 6:30 p.m., unless otherwise officially established by the City Council."

During the December 6, 2016, Worksession, City Council discussed the regular meeting dates in 2017 for the months of July and October.

July: Due to the fourth of July holiday, the July 2017 meeting dates are as follows:

- Tuesday, July 11, 2017
- Tuesday, July 18, 2017

October: Due to Texas National Night Out, the October 2017 regular meeting dates are as follows:

- Tuesday, October 10, 2017
- Tuesday, October 17, 2017

The attached resolution reflects the City Council meeting date amendments as recommended by City Council at the December 6, 2016 Worksession.

Financial Impact

There is no financial impact to the City.

Recommendation

Approve

Attachments

1. 2017 City Council Meeting Dates
2. Resolution R-16-4077

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March						
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5	6	7	8	9	10	11
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26	27	28	29	30	31	

April						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May						
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June						
S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August						
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20	21	22	23	24	25	26
27	28	29	30	31		

September						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November						
S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2017

City Council Meeting Dates



RESOLUTION R-16-4077

A RESOLUTION CHANGING THE DATE OF THE FIRST REGULAR CITY COUNCIL MEETING IN JULY 2017 AND THE FIRST REGULAR CITY COUNCIL MEETING IN OCTOBER 2017

WHEREAS, in accordance with the City Charter, Section 3.09, Meetings and Rules of Procedure, *the City Council shall meet regularly at least twice in every month at such times as a City Council may prescribe by rule; and*

WHEREAS, the City Council meetings are held the first and third Tuesday of each month except, when those dates may conflict with an event or holiday; and

WHEREAS, the first regular City Council meeting of July 4, 2017, occurs on the fourth of July holiday; and

WHEREAS, the first regular City Council meeting of October 3, 2017, is Texas National Night Out.

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

Sec. 1. THAT the first regular City Council meeting in July will be held on July 11, 2017.

Sec. 2. THAT the first regular City Council meeting in October will be held October 10, 2017.

AND IT IS SO RESOLVED.

APPROVED BY A VOTE OF ____ AYES, ____ NAYS, AND ____ ABSTENTIONS, THIS THE 20TH DAY OF DECEMBER 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 10

Agenda Date 12/20/2016

Type Report

Department City Secretary

Title

Historical Preservation Committee Meeting Minutes - September 15, 2016

Planning and Zoning Commission Minutes - November 14, 2016

Attachments

1. Historical Preservation Committee Meeting Minutes - September 15, 2016
2. Planning and Zoning Commission Minutes - November 14, 2016



City of Colleyville Historical Preservation Committee MINUTES

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

Thursday, September 15, 2016
6:30 p.m.

City Manager's Conference Room
Third Floor – City Hall

Gigi Walker called the Historical Preservation Committee meeting to order on September 15, 2016 at 6:31 p.m.

ROLL CALL: Committee members George Bond, Joe Deupree, Marilyn Keith, Walt Mills, Jeffrey Moschel, Cynthia Phillips, Gigi Walker, and Gerald Ward were present.

Gerald Ward entered the meeting at approximately 6:40 p.m.

Assistant to the City Manager James Hubbard was also present.

2. APPROVAL OF MINUTES

April 14, 2016

Committee member Jeffrey Moschel made a motion to approve the April 14, 2016, meeting minutes. Committee member Joe Deupree seconded. All approved by acclamation.

3. REGULAR AGENDA ITEMS

3a Discussion of the Hometown Hero program and current nominations

Assistant to the City Manager James Hubbard requested an update on the status of a nomination for Patsy and Herman Smith as Colleyville Hometown Heroes. The Committee stated that the Hometown Hero Subcommittee met and approved the nomination of the Smith's as Hometown Heroes. Hubbard stated that he would contact Ms. Smith to schedule a date for the ceremony and coordinate with the Committee members accordingly.

Hubbard asked the Committee if they felt that the existing nomination process and criteria was adequate. He suggested that defining additional criteria may be something that the Committee would like to consider. The Committee was not opposed to considering reviewing/revising the criteria, but stated that no "red flags" were apparent in the current process. Joe Dupree stated that the Hometown Hero program is not a "popularity contest" suggesting that more objective criteria may be helpful. He also stated that based on the low number of nominations received that the review subcommittee could continue to use sound judgment and discretion evaluating nominations.

3b Discussion of progress on the Bidault House and future plans for the property

Assistant to the City Manager James Hubbard briefed the Committee on the status of the exterior restoration work at the Bidault House. He stated that all of the work contracted to Castro Roofing, Inc. was completed, with the exception of the installation of sod in the location of the garage that was demolished. Hubbard stated that the Parks Department would be performing tree maintenance on the Bidault House property this fall. Marilyn Keith stated that something should be done on the property to prevent rain events from splashing dirt/mud on the exterior of the structure requiring more frequent cleaning. Suggestions included the installation of gutters or appropriate landscaping to cover the existing dirt. Gigi Walker and Cynthia Phillips expressed that as gutters were not original to the structure that they may not be the best option. Hubbard stated that he would follow-up with the Parks Department to mention that sod may be necessary at other locations on the property to keep the house clean.

Hubbard mentioned that on November 11, 2016 the City Council is scheduled to hold a worksession regarding the Citizen Survey. Hubbard sought the Committee's thoughts on suggesting to the City Council that questions related the future of the Bidault House could be included in the citywide survey, as opposed to conducting a standalone survey. This suggestion was made as historically the citizen survey has garnered a much greater response rate than standalone surveys, such as the one conducted for community gardens.

The Committee was open to the idea of suggesting this to the City Council, but would like to have input to the questions that may be included. The Committee expressed that the community most likely needs to be educated on the Bidault House before being surveyed about its future uses and importance to the community. The Committee desires for the survey process to generate interest in and support for the preservation of the Bidault House.

3c Discussion of the Fitzgerald historical collection

Assistant to the City Manager James Hubbard requested an update on the Committee's visit to the Fitzgerald property on April 4, 2016. The Committee stated that the visit was conducted and Mr. Fitzgerald gave the Committee a tour of his personal collection of historical artifacts pertinent to Colleyville. The Committee stated that the collection includes items ranging from farm implements to an organ and small/delicate items.

The Committee expressed a strong interest in the City taking action to preserve the collection should the Fitzgerald family come to an agreement with the City to house and display the items. Sites for the storage and display were discussed and

included the “display barn” at McPherson Park, the Webb House, and the Bidault House. The Committee expressed that it would be most desirable to keep the collection together on one site so that it could serve to attract visitors. Walt Mills suggested that due to the nature of some of the items, especially those that are small and delicate, supervision of the collection would be needed.

3d Colleyville history education

Assistant to the City Manager James Hubbard requested an update on this effort. The Committee stated that it included an effort by Louis Miller to have statues placed in Colleyville parks. As Louis Miller was not present at the meeting, it was decided to wait for an update regarding the statues from him at a later meeting.

Joe Deupree suggested that a Colleyville history presentation could be prepared and presented at local schools to promote the history and heritage of Colleyville. Mr. Deupree showed the Committee a brief sample presentation of his thoughts and the committee expressed an interest in such an outreach.

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

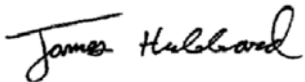
There were no citizens present to comment or present.

5. ADJOURNMENT

The Historical Preservation Committee meeting adjourned at 7:20 p.m.

The meeting minutes were approved on November 10, 2016 by a vote of 8-0.

Minutes taken and prepared by:



James Hubbard
Assistant to the City Manager



City of Colleyville Planning and Zoning Commission Minutes

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

Monday, November 14, 2016

City Council Chambers

SWEARING IN OF NEWLY APPOINTED MEMBERS

Araceli Botello swore in newly appointed members:

Susan Mathisen, Place 1
George Dodson, Place 2
Sam van Bever, Place 3
Veronica Baughman, Place 4

CALL MEETING TO ORDER

The Planning and Zoning Commission meeting of the City of Colleyville was called to order by Shane Pace on November 14, 2016, at 7:13 p.m.

Roll Call

Present: Commissioners Susan Mathisen, George Dodson, Sam van Bever, Veronica Baughman, Carel Tornes, Don Davis, and Jason Elms

Staff Present: Shane Pace, Ben Bryner, Oscar Chavez, Cheryl Taylor, Rob McKeown, Fire Chief Brian Riley, Araceli Botello, and City Attorney Whitt Wyatt

1. ELECTION OF A CHAIR AND VICE CHAIR

1a Commissioner Tornes made a motion to appoint Commissioner Elms as Chair. Commissioner Davis seconded.

The motion to appoint Commissioner Elms as Chair failed by the following vote:

Aye: 3 – Tornes, Davis, and Elms

Nay: 4 – Mathisen, Dodson, van Bever, and Baughman

Commissioner van Bever made a motion to appoint Commissioner Dodson as Chair. Commissioner Mathisen seconded.

The motion to appoint Commissioner Dodson as Chair carried by the following vote:

Aye: 7 – Mathisen, Dodson, van Bever, Baughman, Tornes, Davis, and Elms

- 1b Commissioner Mathisen made a motion to appoint Commissioner van Bever as Vice Chair. Commissioner Baughman seconded.**

The motion to appoint Commissioner van Bever as Vice Chair carried by the following vote:

Aye: 7 – Mathisen, Dodson, van Bever, Baughman, Tornes, Davis, and Elms

2. APPOINTMENT OF A RECORDING SECRETARY

Commissioner Elms made a motion to appoint Araceli Botello as Recording Secretary. Commissioner Tornes seconded.

The motion to appoint Araceli Botello as Recording Secretary carried by the following vote:

Aye: 7 – Mathisen, Dodson, van Bever, Baughman, Tornes, Davis, and Elms

3. APPOINTMENT TO THE PARK LAND DEDICATION COMMITTEE

Chairman Dodson made a motion to appoint Commissioner Mathisen to the Park Land Dedication Committee. Commissioner van Bever seconded.

The motion to appoint Commissioner Mathisen to the Park Land Dedication Committee carried by the following vote:

Aye: 7 –Mathisen, Dodson, van Bever, Baughman, Tornes, Davis, and Elms

4. APPROVAL OF MINUTES

Chairman Dodson made a motion to approve the October 10, 2016 minutes as corrected. Commissioner Davis seconded. The motion to approve the October 10, 2016 minutes as corrected carried by the following vote:

Aye: 7 – Mathisen, Dodson, van Bever, Baughman, Tornes, Davis, and Elms

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

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

6. PUBLIC HEARING AGENDA ITEMS

- 6a** Consideration of a Special Use Permit for an Accessory Building larger than permitted on Lot 9, Block 2, of the Briarwood-Colleyville Addition, located at 6001 Quality Hill Road, Case ZC16-013, tabled from October 10, 2016 meeting

Shane Pace presented the case and briefed the Commission.

The public hearing was opened at 7:27 p.m.

There being no one present wishing to speak, the public hearing was closed at 7:27 p.m.

Commissioner Tornes made a motion to approve Case ZC16-013.

In absence of a second motion, the motion died.

Commissioner Mathisen made a motion to deny Case ZC16-013.

In absence of a second motion, the motion died.

The applicant, Michael Meierhofer, 6001 Quality Hill Road, requested to speak on the item. Chairman Dodson invited Mr. Meierhofer to come forward and brief the Commission.

Commissioner Tornes made a motion to approve Case ZC16-013. Commissioner Davis seconded.

The motion to approve Case ZC16-013 carried by the following vote:

Aye: 7 – Mathisen, Baughman, van Bever, Dodson, Tornes, Davis, and Elms

- 6b** Consideration of a replat on Lots 3, 4, and 5, Block 2, of the Jewell Estates Addition, located at 6603, 6503, and 6501 Diamond Court, Case PC16-012

Shane Pace presented the case and briefed the Commission.

The public hearing was opened at 7:48 p.m.

Chris Collins, 920 Foch St, Fort Worth, came forward and spoke in opposition.

The applicant, George (Alex) Von Lange, 6603 Diamond Court, came forward and briefed the Commission.

The applicant, Richard Heidinger, 6503 Diamond Court, came forward and briefed the Commission.

There being no others present wishing to speak, the public hearing was closed at 8:05 p.m.

Commissioner Elms made a motion to approve Case PC16-012. Commissioner Davis seconded.

The motion to approve Case PC16-012 carried by the following vote:

Aye: 7 – Mathisen, Dodson, van Bever, Baughman, Tornes, Davis, and Elms

- 6c** Consideration of a Special Use Permit for an Accessory Building larger than permitted on Lot 3, Block 2, of the Jewell Estates Addition, located at 6603 Diamond Court, Case ZC16-018

Shane Pace presented the case and briefed the Commission.

The public hearing was opened at 8:12 p.m.

There being no one present wishing to speak, the public hearing was closed at 8:12 p.m.

Commissioner Davis made a motion to approve Case ZC16-018. Commissioner Mathisen seconded.

The motion to approve Case ZC16-018 carried by the following vote:

Aye: 7 – Mathisen, Dodson, van Bever, Baughman, Tornes, Davis, and Elms

- 6d** Consideration of a zoning change from the AG-Agricultural district to the CN-Neighborhood Commercial district on Abstract 206, Tract 3A, in the BBB & C RY SURVEY located at 5300 Pleasant Run Road, Case ZC16-019

Shane Pace presented the case and briefed the Commission.

The applicant, Olanrewaju Sobo, 6505 Cherry Tree, Keller, came forward and briefed the Commission.

The public hearing was opened at 8:23 p.m.

Robert Figueroa, 817 Central, came forward and spoke in support.

There being no others present wishing to speak, the public hearing was closed at 8:25 p.m.

Commissioner Tornes made a motion to approve Case ZC16-019. Commissioner van Bever seconded.

The motion to approve Case ZC16-019 carried by the following vote:

Aye: 6 – Mathisen, Dodson, van Bever, Baughman, Tornes, and Davis

Nay: 1 – Elms

7. ADJOURNMENT

The meeting adjourned at 8:26 p.m.

The minutes were written and prepared by:



Araceli Botello

Planning Technician

The meeting minutes were approved on December 12, 2016 by a vote of 6-0.



City of Colleyville City Council Agenda Briefing

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

Agenda Number
Type Report
Department Finance

Agenda Date 12/20/2016

Number 10

Title

Monthly Financial Report - November 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 taxes collected is 10.54%, which exceeds the percentage collected through the same period last fiscal year. Due to a software and database conversion problem last fiscal year, Tarrant Appraisal District experienced problems with the final tax roll and as a result, tax bills were delayed in being sent out, creating a delay with collections.

Per governmental accounting rules, sales tax revenue received in November 2016 is recorded as FY 2016 revenue, as the sales occurred in September 2016. For the month of November, sales tax is up 4.62% (\$17,181) from revenues reported for the same time period last year. For Fiscal Year 2016, General Fund sales tax revenue finished up 8.01% (\$276,965) and the annual total sales tax receipts of \$3,733,765 are the highest ever received in a fiscal year. Prior to this fiscal year, the highest total was FY 2015 (\$3,456,800).

Franchise fee revenue currently exceeds budgeted projections by 8%, but lags behind the amount received for the same time period last year. This is due in part to the lack of growth in land phone lines each year. Also the quarterly cable franchise payments are behind last year's receipts by 7.26%.

The quarterly mixed beverage tax allocation came in at \$27,755, an increase of 5.92% compared to last fiscal year.

Twenty new residential building permits were issued in November 2016, compared to 11 that were issued in November 2015. Revenues received for licenses and permits are ahead of budgeted projections by 21%. Ambulance revenues are lagging behind the amount received last fiscal year due to the change in ambulance billing vendors as of October 1st. Intermedix, by contract, has 120 days to wrap up their billings and close out their accounts receivables. Emergicon and SafetyPad are going to be less

initially due to the start-up costs and the time it takes to start collecting on the 30, 60, 90 day revenue payments collected. It is expected that the Emergicon revenues will substantially increase and surpass the revenues that were being generated through Intermedix. Rental revenues for Colleyville Center is currently on target with budgeted projections. Cost recovery for the Center is currently 77.7%.

The average amount expended by the General Fund departments at the end of November is 13.03% of the total appropriation versus 14.36%, which was projected to be spent.

Utility Fund

Year to date, water usage has decreased when compared to the same time period last year (57.3 million gallons). In 2015 watering restrictions were lifted. Consumption, which was high throughout the summer, continued into the month of October. In addition, through October 21st, 2015, there was no measurable rainfall. October 2015 consumption was almost 84 million gallons more than the same period this year (83,998,200 gallons). October 2015 consumption was 330,956,000 gallons compared to October 2016 (247,085,200 gallons). November consumption has increased compared to 2015 in part due to the drier weather and a revised rate structure. Water revenue in FY17 is down approximately \$400,000 compared to the same period last year. The average amount expended by the Utility Fund departments at the end of November was 11.60% of the total appropriation, versus 12.87%, which was projected to be spent.

Attachments

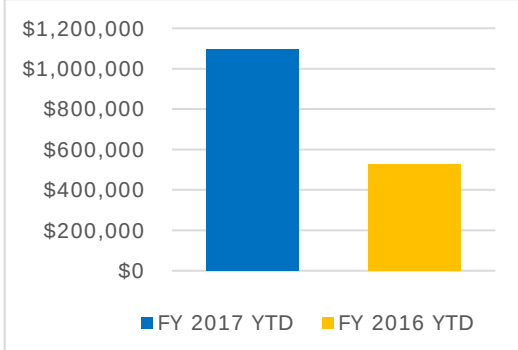
1. November 2016 Monthly Financial Report

Monthly Financial Report: November 2016

General Fund Revenues

Ad Valorem Taxes

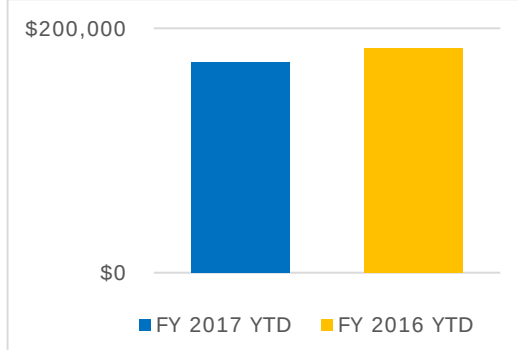
FY 2017 Budget: \$13,343,370



% Change FY/FY: 108.45%
 - Based on 2016 property values
 - Most collections in Dec., Jan., & Feb.

Franchise Fees

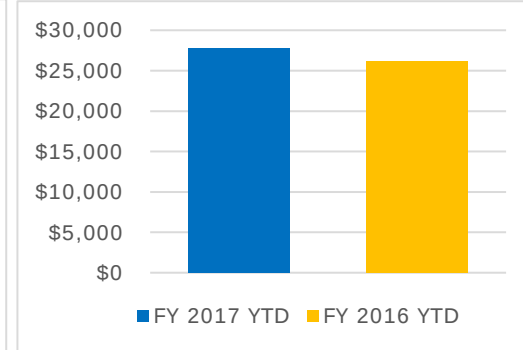
FY 2017 Budget: \$2,115,000



% Change FY/FY: -6.43%
 - Use of City ROW by utilities
 - Gas, Electricity, Telecom., Cable, Waste

Sales Taxes

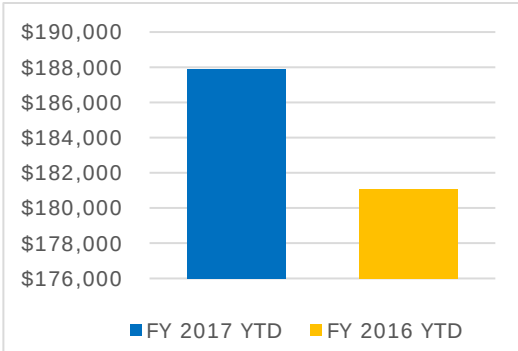
FY 2017 Budget: \$3,665,000



% Change FY/FY: 5.92%
 - Receipts are from sales 2 months prior
 - Sales tax revenues are Dec. - Nov.
 - Also includes mixed beverage tax

Licenses & Permits

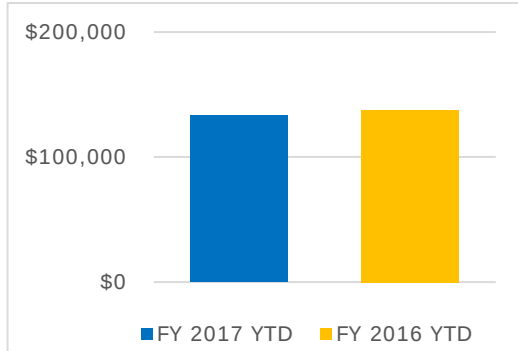
FY 2017 Budget: \$931,500



% Change FY/FY: 3.74%
 - Building, plumbing, mechanical, fence, electrical, sign, etc. permit fees

Fines

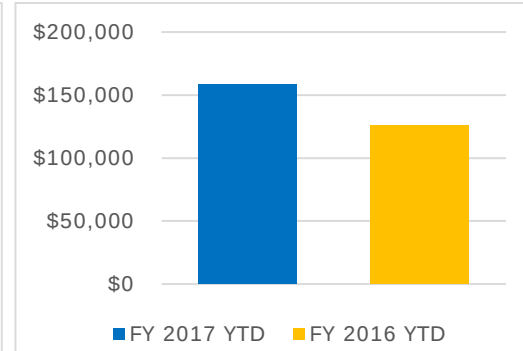
FY 2017 Budget: \$874,420



% Change FY/FY: -3.28%
 - Includes fines from citations, alarm fees, and library fines

Charges for Service

FY 2017 Budget: \$900,300

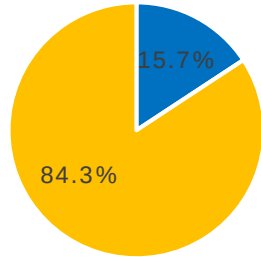


% Change FY/FY: 25.80%
 - Includes zoning, ambulance, parks/rec., engineering, & Colleyville Center charges

Monthly Financial Report: November 2016
General Fund Expenditures

Public Safety

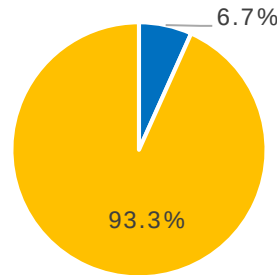
FY 2017 Budget: \$9,669,103
% Expended: 15.7%
% Remaining: 84.3%



■ % Expended: ■ % Remaining:

Infrastructure

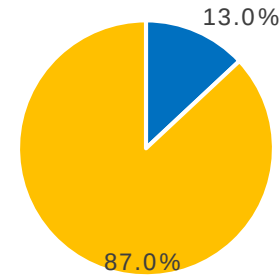
FY 2017 Budget: \$5,650,948
% Expended: 6.7%
% Remaining: 93.3%



■ % Expended: ■ % Remaining:

Development

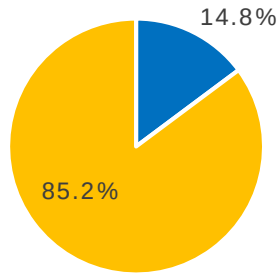
FY 2017 Budget: \$1,026,458
% Expended: 13.0%
% Remaining: 87.0%



■ % Expended: ■ % Remaining:

Operational Support

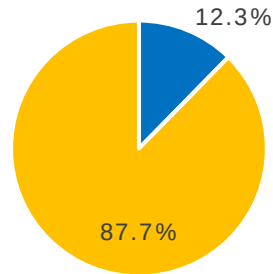
FY 2017 Budget: \$3,290,676
% Expended: 14.8%
% Remaining: 85.2%



■ % Expended: ■ % Remaining:

Community Assets & Programs

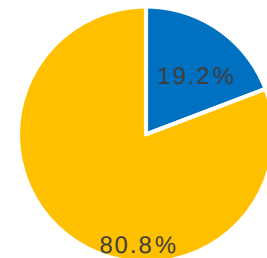
FY 2017 Budget: \$2,783,978
% Expended: 12.3%
% Remaining: 87.7%



■ % Expended: ■ % Remaining:

Technology

FY 2017 Budget: \$908,598
% Expended: 19.2%
% Remaining: 80.8%

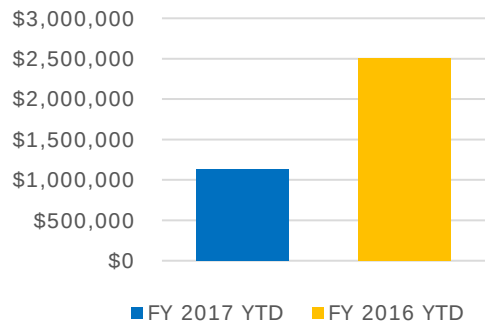


■ % Expended: ■ % Remaining:

Monthly Financial Report: November 2016

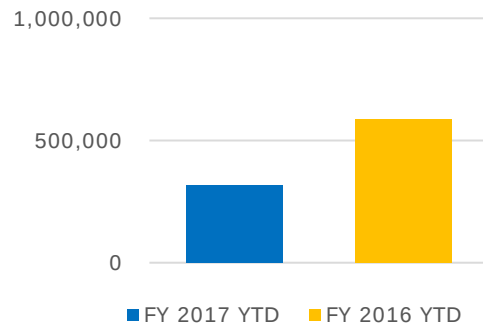
Utility Fund

Water Sales



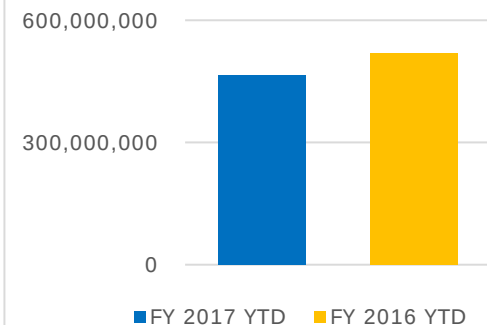
% Change FY/FY: -54.89%

Wastewater Sales



% Change FY/FY: -46.21%

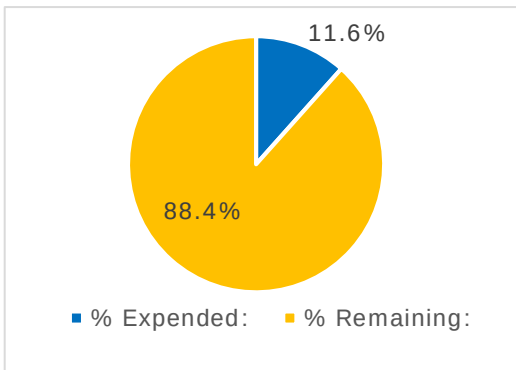
Gallons of Water Sold



% Change FY/FY: -10.46%

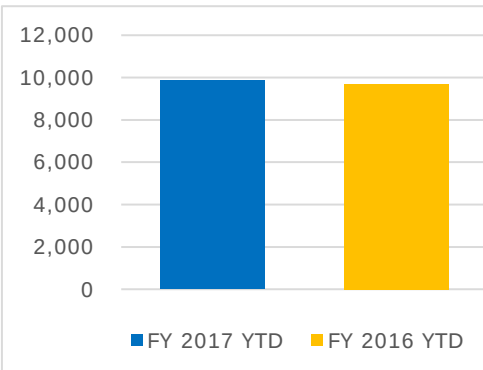
Utility Fund Expenditures

FY 2017 Budget: \$15,511,920
 % Expended: 11.6%
 % Remaining: 88.4%



Number of Water Customers

FY 2017 YTD: 9,861
 FY 2016 YTD: 9,701



% Change FY/FY: 1.65%

Notes

Rainfall totals (in inches):
 Oct 16-Nov 16 5.23
 Oct 15-Nov 15 19.68

MONTHLY FINANCIAL REPORT - NOVEMBER 2016

GENERAL FUND		RECEIVED	PROJECTED		RECEIVED	
	FY 2017	FY 2017 YTD	FY 2017 YTD	RECEIPT VS	FY 2016 YTD	PERCENT
REVENUE SOURCE	BUDGET	AS OF	AS OF	PROJECTED	AS OF	CHANGE OVER
		11/30/2016	11/30/2016	INCR (DECR)	11/30/2015	PRIOR YEAR
Current Taxes	\$13,258,370	\$1,094,821	\$539,578	102.90%	\$521,878	109.78%
Delinquent Taxes	30,000	0	359	-100.00%	1,791	-100.00%
Penalty & Interest	55,000	2,631	590	345.92%	2,803	-6.14%
TOTAL AD VALOREM TAXES	\$13,343,370	\$1,097,452	\$540,527	0.00%	\$526,471	108.45%
Oncor Electric	\$900,000	\$0	0	0.00%	\$0	0.00%
Tri-County Electric	105,000	0	0	0.00%	0	0.00%
Atmos Gas	350,000	0	0	0.00%	0	0.00%
AT&T	70,000	15,670	17,500	-10.46%	17,039	-8.04%
Verizon/Others	60,000	18,984	10,000	89.84%	13,149	44.38%
Refuse/Recycling	155,000	15,198	12,916	17.67%	21,914	-30.65%
Cable TV	475,000	122,196	118,750	2.90%	131,762	-7.26%
TOTAL FRANCHISE TAXES	\$2,115,000	\$172,049	\$159,166	8.09%	\$183,864	-6.43%
Sales Tax	\$3,575,000	\$0	\$0	0.00%	\$0	0.00%
Mixed Beverage Tax	90,000	27,755	22,500	89.84%	26,203	5.92%
TOTAL SALES TAXES	\$3,665,000	\$27,755	\$22,500	23.36%	\$26,203	5.92%
Building	\$600,000	\$120,657	\$100,000	20.66%	\$107,755	11.97%
Plumbing	55,000	10,432	9,167	13.80%	14,140	-26.23%
Mechanical	35,000	7,600	5,833	30.28%	10,272	-26.01%
Electrical	45,000	10,028	7,500	33.70%	9,894	1.35%
City License	35,000	7,400	5,833	26.86%	5,350	38.32%
Building Plan Review Fee	110,000	18,780	18,333	2.44%	19,709	-4.71%
New Business	3,500	1,500	583	157.14%	564	165.96%
Sign Permit	7,000	1,885	1,167	61.57%	2,470	-23.68%
Fence Permit	10,000	4,250	1,667	155.00%	2,825	50.44%
Fire Permits	16,000	1,240	2,667	-53.50%	4,020	-69.15%
Irrigation Permit	15,000	4,109	2,500	64.34%	4,109	0.00%
TOTAL LICENSES & PERMITS	\$931,500	\$187,880	\$155,250	21.02%	\$181,107	3.74%
Fines	\$800,000	\$127,481	\$133,333	-4.39%	\$130,827	-2.56%
Alarm Fees	53,000	2,981	4,417	-32.51%	3,413	-12.65%
Library Fines	21,420	2,730	3,570	-23.53%	3,465	-21.22%
TOTAL FINES	\$874,420	\$133,191	\$141,320	-5.75%	\$137,705	-3.28%

MONTHLY FINANCIAL REPORT - NOVEMBER 2016

REVENUE SOURCE	FY 2017 BUDGET	RECEIVED AS OF 11/30/2016	PROJECTED AS OF 11/30/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 11/30/2015	PERCENT CHANGE OVER PRIOR YEAR
Re-zoning	\$10,000	\$2,175	\$1,667	30.50%	\$0	100.00%
Plat Fee/Site Plan	8,200	1,830	1,367	33.90%	1,705	7.33%
Board of Adjustment	2,000	175	333	-47.50%	350	-50.00%
Sale of Material	100	1	17	-94.00%	7	-85.29%
Weed Mowing	6,500	8,175	1,083	654.59%	1,414	477.99%
Ambulance	320,000	32,547	53,333	-38.97%	50,078	-35.01%
Recreation Program	165,000	23,617	27,500	-14.12%	13,107	80.18%
Non-Resident Fee Parks	39,000	21,760	19,500	11.59%	21,060	3.32%
Field Use Charge	21,500	10,940	10,750	1.77%	10,210	7.15%
Engineering & Inspection	62,500	11,303	10,417	8.51%	0	100.00%
Material Testing	12,500	2,261	2,083	8.51%	0	100.00%
Colleyville Center Rental	240,000	39,710	40,000	-0.73%	24,809	60.06%
Lot Drainage Insp Fee	13,000	4,000	2,167	84.62%	3,250	23.08%
TOTAL CHARGES FOR SERVICE	\$900,300	\$158,493	\$170,217	-6.89%	\$125,990	25.80%
SRO Officer Reimb	\$98,996	\$0	\$0	0.00%	\$0	0.00%
Keller Court	227,697	0	0	0.00%	0	0.00%
TOTAL INTERGOVERNMENTAL	\$326,693	\$0	\$0	0.00%	\$0	0.00%
Sale of Surplus Property	\$5,000	\$0	\$0	0.00%	\$23,339	-100.00%
Interest Income	25,000	4,065	4,167	-2.45%	2,313	75.77%
Miscellaneous	55,000	5,590	9,167	-39.02%	9,959	-43.87%
Use of Available Cash	1,000,000	0	0	0.00%	0	0.00%
Antenna Lease	90,000	12,240	4,972	146.17%	7,744	58.05%
TOTAL MISCELLANEOUS	\$1,175,000	\$21,894	\$18,306	19.61%	\$43,355	-49.50%
TOTAL GENERAL FUND REVENUES	\$23,331,283	\$1,798,713	\$1,207,285	48.99%	\$1,224,696	46.87%

MONTHLY FINANCIAL REPORT - NOVEMBER 2016

	FY 2017 BUDGET	THROUGH 11/30/2016	THROUGH 11/30/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
% OF CURRENT TAX ROLL COLLECTED	99.0%	10.54%	8.13%	2.41%	29.64%
RESIDENTIAL BLDG PERMITS	160	32	24	8	33.33%
COMMERCIAL BLDG PERMITS	8	1	2	(1)	-50.00%
CITATIONS ISSUED	11,000	1,427	1,316	111	8.43%

GENERAL FUND EXPENSES

	FY 2017 BUDGET	EXPENDED THROUGH 11/30/2016	YEAR-TO-DATE PROJECTED EXPENDITURES	% OF BUDGET EXPENDED	BUDGET REMAINING
City Council	\$174,289	\$39,404	\$39,048	22.61%	\$134,885
City Manager	624,048	75,074	104,008	12.03%	548,974
City Secretary	224,481	29,918	37,414	13.33%	194,563
Finance	529,806	60,111	88,301	11.35%	469,695
Legal	200,000	16,942	33,333	8.47%	183,058
Engineering	458,973	47,636	76,496	10.38%	411,337
Economic Development	199,828	23,890	33,305	11.96%	175,938
Building Inspection	407,041	58,877	67,840	14.46%	348,164
Community Development	419,589	51,057	69,932	12.17%	368,532
Fire	4,546,827	674,527	757,805	14.84%	3,872,300
Police	4,702,861	792,089	810,810	16.84%	3,910,772
Parks	1,286,061	145,499	144,344	11.31%	1,140,562
Recreation	387,316	41,518	64,553	10.72%	345,798
Street Maintenance	4,025,593	177,330	120,932	4.41%	3,848,263
Library	724,703	105,310	120,784	14.53%	619,393
Communications	59,281	4,161	9,880	7.02%	55,120
Colleyville Center	385,898	51,083	64,316	13.24%	334,815
Human Resources	320,339	41,490	53,390	12.95%	278,849
Municipal Court	419,415	55,774	69,903	13.30%	363,641
Fleet Services	237,505	31,192	39,584	13.13%	206,313
Facility Services	526,877	123,182	126,813	23.38%	403,695
Information Services	908,598	174,510	191,433	19.21%	734,088
Non Departmental	953,559	220,034	226,927	23.07%	733,525
Capital Equipment Reserve	402,000	0	0	0.00%	402,000
Compensation Adjustment	204,873	0	0	0.00%	204,873
TOTAL EXPENSES	\$23,329,761	\$3,040,609	\$3,351,148	13.03%	\$20,289,152

MONTHLY FINANCIAL REPORT - NOVEMBER 2016

UTILITY FUND						
REVENUE SOURCE	FY 2017 BUDGET	RECEIVED AS OF 11/30/2016	PROJECTED AS OF 11/30/2016	RECEIPT VS PROJECTED INCR (DECR)	RECEIVED AS OF 11/30/2015	PERCENT CHANGE OVER PRIOR YEAR
Water Sales	\$10,869,131	\$1,129,591	\$1,249,950	-9.63%	\$2,503,918	-54.89%
Sewer Sales	3,650,000	316,870	608,333	-47.91%	589,045	-46.21%
Sewer Installation	15,000	1,300	2,500	-48.00%	2,700	-51.85%
Water Installation	42,000	4,520	7,000	-35.43%	9,280	-51.29%
Sewer Tie-on Charges	0	0	0	0.00%	0	0.00%
Engineering Charges	5,000	0	0	0.00%	0	0.00%
Penalties	237,000	20,272	39,500	-48.68%	76,261	-73.42%
Miscellaneous	13,000	2,314	2,167	6.81%	5,971	-61.24%
TOTAL OPERATING INCOME	\$14,831,131	\$1,474,868	\$1,909,450	-22.76%	\$3,187,175	-53.72%
Interest Income	\$25,000	\$6,417	\$4,167	54.01%	\$0	100.00%
Use of Available Cash	750,000	0	0	0.00%	0	0.00%
TOTAL NON-OPERATING INCOME	\$775,000	\$6,417	\$4,167	100.00%	\$0	100.00%
TOTAL INCOME	\$15,606,131	\$1,481,285	\$1,913,617	-22.59%	\$3,187,175	-53.52%

	THROUGH 11/30/2016	THROUGH 11/30/2015	TOTAL INCREASE (DECREASE)	PERCENT INCREASE (DECREASE)
GALLONS OF WATER SOLD	465,035,700	519,338,500	(54,302,800)	-10.46%
NUMBER OF WATER CUSTOMERS	9,861	9,701	160	1.65%

UTILITY FUND EXPENSES					
	FY 2017 BUDGET	EXPENDED THROUGH 11/30/2016	YEAR-TO-DATE PROJECTED EXPENSES	% OF BUDGET EXPENDED	BUDGET REMAINING
Billing	\$426,102	\$30,413	\$51,017	7.14%	\$395,689
Operations	13,095,348	1,544,347	1,682,558	11.79%	11,551,001
Utility Support	1,237,273	147,179	161,212	11.90%	1,090,094
Non-Departmental	320,803	74,456	98,467	23.21%	246,347
Debt Service	359,900	3,275	3,275	0.91%	356,625
Compensation Adjustment	28,208	0	0	0.00%	28,208
Transfers	44,286	0	0	0.00%	44,286
TOTAL EXPENSES	\$15,511,920	\$1,799,670	\$1,996,529	11.60%	\$13,712,250

RESOLUTION R-16-4078

**A RESOLUTION APPROVING CITY COUNCIL ACTION
UNDER BUSINESS AT THE REGULAR CITY COUNCIL MEETING OF
DECEMBER 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 DECEMBER 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